

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
November 8, 2011

Board Members Present: Jim Mode, Pam Rogers, Augie Tietz, Richard Jones, John McKenzie, and Jim Schultz

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Economic Support Manager Jill Johnson; Aging & Disability Resource Center Manager Sue Torum; Family Resources Division Manager Brent Ruehlow; Office Manager Donna Hollinger; County Administrator Gary Petre; County Board Chairman John Molinaro; and County Supervisor Jan Roo.

1. CALL TO ORDER

Mr. Mode called the meeting to order at 9:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

All present/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE NOVEMBER 8, 2011 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE OCTOBER 11, 2011 BOARD MINUTES

Ms. Rogers made a motion to approve the October 11, 2011 board minutes.

Mr. Schultz seconded.

Motion passed unanimously.

7. REVIEW OF SEPTEMBER 30, 2011 FINANCIAL STATEMENT

Ms. Daniel reviewed the financial statement (attached) and reported that we are projecting a year-end surplus of \$322,294, which includes \$25,514 from prior year and savings from retirement benefits. Ms. Daniel also presented the financial statement and summary sheet that details projections for revenue, expenses, tax levy and variance by program within each Division and discussed the areas that are having the most impact on the budget.

8. REVIEW AND APPROVE OCTOBER FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$542,484.45 (attached).

Mr. Tietz made a motion to approve the October vouchers totaling \$542,484.45 as presented.

Mr. Schultz seconded.

Motion passed unanimously.

9. **DIVISION UPDATES: FAMILY RESOURCES, BEHAVIORAL HEALTH, ADMINISTRATION, ECONOMIC SUPPORT, AND AGING & DISABILITY RESOURCE CENTER**

Family Resources:

Ms. Cauley reported on the following items:

- Welcome back to Brent Ruehlow, who is the Family Resources Division Manager.
- A youth was nominated for an outstanding youth award within the Children Come First Conference, and she won. This is a huge success story for this individual as well as staff involved with her care.
- We have 78 children on long-term waivers, which is a large number for the size of our county.
- October child welfare cases are increasing and delinquency cases decreased minimally.

Behavioral Health:

Ms. Cauley reported on the following items:

- Emergency Mental Health calls continue to rise and we are projecting 5269 calls this year.
- Emergency detentions and suicide calls have increased.
- Supervisors and managers attended a NIATx quality improvement training, so each month we will highlight a project. This month identifies how staff established specific goals and interventions with consumers and the resulting impact on Lueder Haus admissions. Consumers were able to shorten their stay at Lueder Haus by an average of two days, which saved us \$130,000 annually. This project also won a State award and we received \$1,200.
- We hosted a week-long Crisis Intervention Techniques training in October, and 16 law enforcement attended. They all had very positive comments, including one from a sergeant who said that it should be mandatory for all law enforcement officers. Ms. Cauley said that due to this training, an officer was able to talk an individual down from a suicide attempt. She would like to present an award to a law enforcement officer who was able to utilize this training. We will put this on next month's agenda.

Administration:

Ms. Daniel reported on the following items:

- The 2009 Comprehensive Community Service reconciliation was approved, which gave us an additional \$35,000 cost reimbursement. This amount has been included in the financial projections.
- We are almost done reconciling the 2010 Comprehensive Community Service rates with the state.
- We are working on the 2012 contracts.
- We are submitting the 2012 budgets into the state.
- We are closing out 2011 and preliminary audits begin early December.
- We are setting up a tracking system for inpatient costs because receiving invoices from inpatient facilities can be delayed by months. Additionally, we don't always know what the insurance will cover towards the inpatient stay.

Ms. Cauley added that the above situation is exactly why it's so important to be able to utilize *Presumptive Medicaid*. She explained that when an individual has an emergency detention,

it's processed as presumptive Medicaid. Then, when an individual leaves the inpatient facility, they have insurance in place to get prescriptions and can follow up with their provider to prevent further crises. Ms. Torum added that it also helps with Adult Protective Services because the sooner they can get individuals on Medicaid, the sooner they can enroll them on publicly funded long-term care. Ms. Cauley said that Secretary Smith would like to make changes to Medicaid that would eliminate this and change it to "Real Time Medicaid." This would be a serious impact to the counties, as the costs would come back directly to us.

Economic Support:

Ms. Johnson reported on the following items:

- We had 5957 households on assistance in October, which is up 33 households from September.
- On November 1, 80 cases per month will be coming back to us from the state until we receive a total of approximately 1,157 cases.
- We are going to get trained on Badger Care Core, which is for single adults.
- We are fully staffed now and the new worker training will take about 8-12 weeks.
- We are still working on the consortium and received a toll free 800 number. We will market it as soon as the state gives us approval.
- There are some changes with requirements for W2, so we will be getting training on that.
- Ms. Cauley and Ms. Johnson went to the regional meeting regarding the consortium. Ms. Cauley said that the state will be requiring the following:
 - Immediate performance standards for the Call Center
 - Consortium audits
 - No Consortium appeal rights

Wisconsin Counties Association is working diligently to change these, as they are not realistic at this time. She will keep the Board updated.

Aging & Disability Resource Center:

Ms. Torum reported on the following items:

- The 2012 Transportation Plan and 2013-2015 Aging Unit Plan have been updated. The transportation plan is scheduled for a public hearing because the ADRC Advisory Committee has finished their work on it. Final board review and approval will occur at the December 2011 meeting, after the public hearing. The Department of Health Services has released the 2013-2015 Aging Unit Plan because counties are required to gather input from constituents. This can be done in a variety of ways, and in the upcoming months, she will be asking the board for help in gathering feedback from people that they encounter.
- The third meeting of the newly created Caregiver Coalition is scheduled for Monday, November 14, 2011. The coalition consists of organizations and caregivers and is a very positive project. November is caregiver month and a newsletter article will be sent to the local papers to introduce the coalition to the greater community.
- Jefferson County continues to try to use the urgent funding that the state budget provided when the legislature capped Family Care. Unfortunately, attrition is keeping up with requests and it is difficult to use the extra funds as was expected. There is concern across the state and at the department level about this situation because one could assume that

the money is not needed, and that is very far from the truth. Jefferson County's enrollment cap is approximately 850.

- The ADRC continues to do outreach to promote services and increase the number referrals it receives. Mr. Molinaro suggested that the ADRC use Facebook to promote it.
- The ADRC has two positions to fill.

10. UPDATE ON ALLOWABLE PROFIT MARGIN FOR CHILDREN CONTRACTED SERVICES

Ms. Cauley distributed a handout from the Department of Children and Families (attached) that was sent to the WCHSA Executive Board addressing this issue. The handout says, "State statute specifies that residential care providers may maintain reserves up to 10% of their annual revenue. Counties can establish lower reserve limits in their contracts with providers..." "...so, if counties want to establish lower reserve limits, counties need to enforce the lower limits through their contracts with providers. If there is interest in seeking a lower limit on a statewide basis, the appropriate course of action would be to seek a statutory change to reduce the current 10% limit."

Ms. Cauley reiterated that there is nothing statutorily that prevents us from reducing the 10% limit. She added that providers have said that in a bad year they need the 10%. However, providers keep raising their rates while county allocations continue to decline. If we would like to do this, she would ask our Area Administrator to put it on the agenda for the Director's meeting.

Mr. Jones made a motion to ask to have this put on the Southeastern Regional agenda and that we ask that the allowable profit margin for children contracted services be changed to 5%.

Ms. Rogers seconded.

Motion passed unanimously.

11 & 12. REVIEW AND APPROVE THE 2012 PROVIDER CONTRACTS AND AGREEMENTS AND REVIEW AND APPROVE THE STATE/COUNTY CONTRACTS

Ms. Daniel reviewed the 2012 Provider Contracts and Agreements and the State/County Contracts (attached). The contracts total more than \$3,000,000 and anything over \$25,000 needs a contract. She will report back on the number of providers who increased their contract amount.

Ms. Rogers made a motion to approve the resolution authorizing execution of State Human Services contracts and forward it to the county board, and, approve the 2012 Provider Contracts and Agreements.

Mr. Tietz seconded.

Motion passed unanimously.

13. APPOINTMENT OF JULIE MERRITT TO THE HUMAN SERVICES BOARD

Mr. Mode said that this is a recommendation to the county board to appoint Julie Merritt to the Human Services Board to replace Marty Powers. Mr. Petre said that it will be on the county board agenda next Tuesday.

14. DISCUSS FORT ATKINSON FOOD PANTRY ARTICLE

Ms. Cauley reported on a newspaper article about the food pantry and the concerns that were quoted regarding the Jefferson County FoodShare Program. Ms. Cauley said that formulas are set by the state so we have no control over them. The amount of money an individual receives has many variables including income, rent, and number of members in the household. Mr. Mode added that he met with the food pantry board members and explained the FoodShare eligibility and calculation process.

15. UPDATE FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Ms. Cauley recognized Mr. Mode for being the chairman of the Wisconsin County Human Service Association this past year and presented him with a certificate of appreciation.

Mr. Mode said that they discussed the Income Maintenance Consortium, as discussed earlier.

16. DISCUSS WISCONSIN COUNTY HUMAN SERVICE ASSOCIATION FALL CONFERENCE

Ms. Cauley discussed the upcoming conference being held on Dec 2 (attached) and the individuals who will be presenting. She encouraged members to attend.

17. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, December 13, 2011.

Agenda items will include:

- Transportation Plan
- Crisis Intervention Techniques Award for a Law Enforcement Officer

18. ADJOURN

Mr. Schultz made a motion to adjourn the meeting.

Mr. Tietz seconded.

Motion passed unanimously.

Meeting adjourned at 10:50 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, December 13, 2011 at 9:30 a.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549