

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes January 10, 2012

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

Board Members Absent: Julie Merritt

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; and County Supervisor Jan Rooou.

1. CALL TO ORDER

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

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Merritt absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE JANUARY 10, 2012 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE DECEMBER 13, 2011 BOARD MINUTES

Ms. Rogers made a motion to approve the December 13, 2011 board minutes.

Mr. Jones seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF NOVEMBER 30, 2011 FINANCIAL STATEMENT

Ms. Daniel reviewed the financial statements (attached) and reported that we are projecting a year-end surplus of \$506,228 from operations prior to any pay adjustments. 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.

9. REVIEW AND APPROVE DECEMBER FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$447,606.00. (attached).

Mr. Tietz made a motion to approve the December vouchers totaling \$447,606.00 as presented.

Mr. Schultz seconded.

Motion passed unanimously.

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

Family Resources:

Mr. Ruehlow reported on the following items:

- We normally have an average of 25 new Juvenile Justice referrals a month, and in December we had 39.
- We normally average 21 new Child Protective Services referrals; however, we had more cases than average that were screened in.
- We had 5 more cases in ongoing services
- 71 children are on Children's waiver
- Birth to Three remains steady with 271 cases to date
- The State reduced our Youth Aids allocation by \$12,468

Behavioral Health:

Ms. Cauley reported on the following items:

- We had 5,207 crisis calls in 2011. Suicide calls and emergency detentions increased.
- Public Intoxication has increased with 122 detoxifications in 2011. We have limited access to our current provider, so a meeting was held with area stakeholders to discuss the future of a detoxification unit. Another meeting is scheduled and will include more stakeholders.
- The video conferencing scheduled to be installed at St Agnes was delayed but is still moving forward.

Administration:

Ms. Daniel reported on the following items:

- The interviewing equipment located in the Intake Unit failed and will be replaced.
- The 2012 contracts were issued and we are following up with those that aren't back yet.
- We are closing the books for 2011.
- We are billing out November claims

Economic Support:

Ms. Johnson reported on the following items:

- We have 6020 cases
- We started the Call Center on January 3 and have two full time staff operating it. It has been an ongoing learning process. We had 570 calls the first day and a week later it was down to 272.
- Jefferson County is in charge of fair hearings for the consortium.

- We received \$2,000 in vouchers from Goodwill, which can help individuals with personal needs.
- We received \$1,000 from the Emergency Shelter Program and were able to restock the food pantry.

Aging & Disability Resource Center:

Ms. Torum reported on the following items:

- The ADRC had a record year of 5,004 contacts. This is up from 2010 when 3,509 were recorded. To help with the increased workload, the ADRC welcomes Deborah Miller, who comes from the courthouse where she worked in various departments. She brings a high level of enthusiasm and interest to the ADRC. Also joining the ADRC is Dominic Wondolkowski who comes from the Human Service Department's intake unit. He brings years of great experience with him. Staff are really looking forward to welcoming and working with them both.
- The Governor intends to lift the cap on Family Care enrollments within the next few months. The Centers for Medicare and Medicaid Services informed the Governor on 12/13/11 that they had not approved the waiver to cap these programs and they are "directing the state to identify any individuals not currently enrolled onto the Family Care or Self-Directed Supports waivers since the 7/1/11 implementation of the newly instituted enrollment caps, and to immediately enroll those individuals." This is problematic since the cap was implemented as part of the state budget process and requires action on the part of the legislature. More information will be shared as it is received.
- The current waiting list contains 176 names. Of that number, 61 have already been offered the opportunity to enroll but have declined. People decline for many reasons, but have the option of remaining on the list and asking to be enrolled as their needs change. There are 114 elderly; 38 physically disabled and 24 developmentally disabled individuals on the list. 48 of those waiting have Medicaid, which means that 128 people do not. If enrollments are fast-tracked this would be an enormous burden on Economic Support.
- The Jefferson County Elderly Benefit Specialist Program received very high scores on the National Performance Measuring Reporting under the State Health Insurance Assistance Program, or SHIP. There were eight categories that were measured and in six, Jefferson's performance score was in the "exemplary benchmark;" the two remaining categories were scored "at or above the Minimum Attainment Threshold (MAT)." Ms. Torum asked board members to give Denise Grossman and Doug Carson a well deserved pat on the back if they happen to see them.
- The Caregiver Coalition developed the "Caregiver Resource Manual," which were handed out. 1,700 have been printed using grant funds and will be widely distributed across the county.

11. REVIEW AND APPROVE NEW NAME FOR FAMILY RESOURCE DIVISION

Ms. Cauley reported that there is a clinic in the area named Family Resources, which has caused some confusion between the two of us. We felt it would be helpful if we renamed our Division.

Mr. Jones made a motion to rename it “Child & Family Division.”

Ms. Rogers seconded.

Motion passed unanimously.

12. JUVENILE JUSTICE FOCUS GROUPS

Ms. Cauley said she asked Kathy Eisenmann to do a study on our Juvenile Justice programs just as she did last fall with the Behavioral Health Team. This would involve focus groups for various stakeholders. Ms. Eisenmann would like to begin with the Human Services board immediately following the March board meeting.

13. DISCUSS AND APPROVE IN-HOME SAFETY GRANT

As mentioned last month, Mr. Ruehlow reported that Jefferson, Rock & Green Counties, as well as Orion Family Services, a non-profit, in-home counseling organization, applied for an in-home safety grant. He was happy to report that we were awarded the grant for \$387,731 to be used over the next two years that will allow us to add additional services to keep children at home or get them home sooner from being in placement. (attached) We will also receive about \$2700 for training as well as free technical assistance from the Department of Children and Families.

Mr. Jones made a motion to approve the In-Home Safety Grant.

Ms. Rogers seconded.

Motion passed unanimously.

14. DISCUSS AND APPROVE NOMINATIONS FOR CRISIS INTERVENTION TECHNIQUES OFFICER OF THE YEAR

Ms. Cauley disbursed two nomination letters of recommendation for officers; (attached) one from the Jefferson County Sheriff’s Department, and one from the City of Lake Mills Police Department.

The Chief’s and Sheriff’s Association have their annual banquet next week and we can present the awards at that time.

Ms. Rogers made a motion to approve both nominees for the CIT Officer of the Year.

Mr. Jones seconded.

Motion passed unanimously.

15. UPDATE FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Mr. Mode reported that they are getting the Human Services Redesign information out to the counties to get their ideas. The reason for this redesign is to allow counties input at the legislative level, as compared to just receiving directives. The counties would also have input to determine appropriate outcomes. Counties also perceive outcomes differently resulting in large variations and this would make them clear and consistent.

16. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, February 14, 2012.

17. NIATX PROJECT

Ms. Cauley reported on the Niatx project that was done in the Birth to Three Unit. (attached)
The goal was to eliminate missed appointments. They utilized a family calendar during a two-month period, and “no shows” were reduced by 50%. Beginning November 1, 2011, calendars will be used for all families.

17. ADJOURN

Mr. Tietz made a motion to adjourn the meeting.

Mr. Jones seconded.

Motion passed unanimously.

Meeting adjourned at 11:00 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, February 14, 2012 at 9:30 a.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549