

**Monroe County Department of Human Services  
Meeting of June 18<sup>th</sup>, 2015  
Community Services Center, Sparta, Wisconsin**

**BOARD PRESENT:**

David Pierce, Chairperson  
Craig Buswell, Vice-Chairperson  
Wade Blackdeer  
James Shilling  
Cyndi Wise

**STAFF PRESENT:**

Ron Hamilton, Director  
Tracy Thorsen, Clinical Administrator  
Daina Dobbs, Social Work Supervisor  
Sue Rettler, ADRC Supervisor  
Cathy Abbott, Admin. Services Coord.

**BOARD ABSENT:**

Christopher King, Secretary  
Daniel Olson  
Susanne Peck (Excused)  
James Rice (Excused)

**Call to Order:** Chairperson David Pierce called the meeting to order at 8:35 a.m.

**Approval of Open Meeting Minutes for May 21<sup>st</sup>, 2015 – Discussion/Action:** Following brief review, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the open meeting minutes from May 21<sup>st</sup>, 2015 as presented.

**Public Comment Period:** No one appeared at this time.

**Director/Staff Oral Reports/Discussions:**

***Director's Update Including WREA Consortium:*** Mr. Hamilton shared that the agency's professional staff wanted to express their appreciation to the Board for their letter of support regarding their salary increases, and felt this support was instrumental in moving the issue forward.

Mr. Hamilton informed the Board that the New Position Analysis for the Economic Support Supervisor position has received approval from both the Personnel and Finance Committees and is slated for consideration at the June 22<sup>nd</sup> County Board meeting. He also noted that the Consortium is discussing the future budget with regard to positions that have been funded through the Affordable Care Act (ACA.) In next two years' budgets, these positions will be funded as regular Economic Support positions and not as ACA fully funded positions. Thus, the Consortium is discussing transitional plans for these ACA positions for 2016 and 2017.

***Behavioral Health Unit Including WRIC Collaboration:*** Tracy Thorsen shared that the Comprehensive Community Services Program (CCS) is proceeding through the Western Region for Integrated Care (WRIC) process, along with training for the new software program, Avatar, and the Electronic Health Record (EHR.)

She also noted that discussions are proceeding with Northwest Connections regarding initiation of a contract for them to provide Monroe County's after-hours' mental health crisis mobile response services, along with a 24-hour crisis phone line. More information will be provided in future meetings regarding the transition of this service to a contract provider.

***Aging and Disability Resource Center (ADRC) Update:*** Sue Rettler updated Board members on the results of State's proposed budget changes for the ADRC. She noted that there will be some studies occurring over the next year and a half regarding the potential of more merged service provision, program consistency around the State, and combined governing boards. Ms. Rettler shared a draft organizational structure map that depicted the counties that currently have combined ADRC and Aging units with 46 counties in that category, and shared a comparison between the Governor's Budget Proposal and the Joint Finance Committee.

***Children and Family Services Unit Update:*** Daina Dobbs indicated that her unit would again be fully staffed by early July. She noted that the Intake Assessment portion of her unit has been overwhelmed with referrals due to being short staffed. She also indicated that with the potential change to a contract provider for the after-hours' mental health crisis response services, a change will be necessary within the agency among Social Workers who currently provide on-call services. It is anticipated that the agency's on-call staff will continue to provide for the after-hours' child protective services and juvenile justice services and receive compensation for such. Staff are currently tasked with developing a plan for rotating this function and determining which agency staff will be providing the service.

#### **Board Member Oral Reports/Discussions:**

***Aging and Disability Resource Center (ADRC) Advisory Committee:*** Board member James Rice was excused from today's meeting, but it was noted that the next Aging and Disability Resource Center Advisory Committee meeting is planned for June 23<sup>rd</sup> in Jackson County.

***Mississippi Valley Health Services Board:*** Mr. Hamilton and Mr. Pierce noted that the next Mississippi Valley Health Services Board meeting is scheduled in August, at which time it is expected that the 2016 per diem rate will be determined.

***Western Wisconsin Cares (WWC) Board:*** James Shilling reported on Western Wisconsin Cares Board activities over the past month including changes in procedures and program options that are a result of the Governor's proposed budget, many of which will become effective in 2017. He discussed impacts to the stakeholders (vendors, as well as consumers) and the financial strain that will be coming along with these program changes. He also noted that there is difficulty with payments for services through WPS, yet Western Wisconsin Cares is being held accountable for these delays. He shared that the self-directed plan (IRIS) will be discontinued and it is expected that consumers' choice in changing their Family Care provider will most likely be limited to a small window of time each year rather than allowing changes to be made anytime throughout the year as is current practice.

**Policies/Operational Items: Policy Review – Discussion/Action:**

***Policy Development and Implementation Policy (Review):*** Mr. Hamilton reviewed this policy noting specific changes made, followed by A MOTION WAS MADE BY WADE BLACKDEER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the Policy Development and Implementation Policy with a change made in the policy denoting the effective date of approval with change being June 18<sup>th</sup>, 2015.

**Staffing Update - Discussion:**

***New Position Analysis – Children and Family Services Social Worker – Discussion/Action:*** Mr. Hamilton reviewed the New Position Analysis on a Children and Family Services Unit Social Worker position. He noted that the position would be funded through underutilized Children's Long-Term Support Waiver funds and would allow staff to expand services to another 20-25 disabled children that are currently on a waiting list for services. Mr. Hamilton indicated that if this position is approved throughout the committees and the full County Board in July, he would work toward hiring a limited-term Social Worker prior to the end of this year that could begin work on assessing children and getting them enrolled for services. Then, the new full-time worker could continue after being hiring is complete next January. Board members were also informed that the Children's Long-Term Support Waiver will be included as one of the Western Region for Integrated Care (WRIC) programs in 2016.

Following discussion about the background for adding this position as a county staff person, A MOTION WS MADE BY CYNDI WISE, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the New Position Analysis for the Social Worker position as presented and forward this request to the Personnel and Finance Committees for determination of full County Board action.

Mr. Hamilton shared that just prior to today's meeting, he was notified that Lutheran Social Services will no longer be providing Autism Waiver services in 2016 and the State will be determining how to address this change in the very near future. At this point, it is unclear whether they will assign this program as a county responsibility and Mr. Hamilton indicated he would keep the Board apprised of any future direction.

***Staffing Updates - Discussion:*** Ron Hamilton reviewed staffing changes that have resulted from internal movement to different roles/units, recent resignations, and subsequent recruitment efforts to fill these vacancies, noting that two social workers and one clerical support staff will begin employment in the agency next week and a third social worker is in the process of being hired soon.

**Fiscal Reports:**

***Monthly Financial Report - Discussion:*** Mr. Hamilton updated Board members about the financial report for April indicating \$180,371 under-budget (6.9%), noting areas of increased revenues and expenditure line items. He also noted that in excess of \$300,000 went unutilized in 2014 and has been returned to the County's General Fund.

***Payment of Agency's Monthly Vouchers – Discussion/Action:*** Following individual review by Board members, A MOTION WAS MADE BY WADE BLACKDEER, SECONDED BY CRAIG BUSWELL, AND CARRIED WITH ALL IN FAVOR to approve the monthly vouchers for May.

**Date of Next Meeting: July 16<sup>th</sup>, 2015:** The next regular monthly meeting is planned for Thursday, July 16<sup>th</sup> at 8:30 a.m. and will be held in room 443-444 at the Community Services Center, Building A, in Sparta. Discussion and potential action about policies and fiscal items were identified for next month's agenda, along with the staff and Board member oral reports and discussions.

**Adjournment:** With no further topics for discussion in this meeting, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 9:40 a.m.

Respectfully Submitted,



Cathy L. Abbott  
Administrative Services Coordinator

/cla