

**Monroe County Department of Human Services
Meeting of July 16th, 2015
Community Services Center, Sparta, Wisconsin**

BOARD PRESENT:

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

STAFF PRESENT:

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

BOARD ABSENT:

Christopher King, Secretary
Daniel Olson
James Rice

Call to Order: Chairperson David Pierce called the meeting to order at 8:34 a.m.

Approval of Open Meeting Minutes for June 18th, 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 June 18th, 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 Directors of the Western Region for Economic Assistance (WREA) Consortium met recently to determine the 2016 budget. It was agreed that there would be adequate funding to continue employment of eight Economic Support Workers into 2016. These positions had initially been funded through the Affordable Care Act (ACA) revenue, which has ended. Funding for these positions would be covered through Economic Support revenue, along with utilizing \$95,000 from the WREA reserve fund, and would not require any additional county levy.

Behavioral Health Unit including WRIC Collaboration: Tracy Thorsen reported that a recent State review of the Western Region for Integrated Care (WRIC) regional Comprehensive Community Services (CCS) Program went very well and reviewers were very impressed with the program. She indicated that there was steady enrollment of clients into the program, but due to the amount of time each enrollment requires, it is taking a longer time to add clients to the program than was previously anticipated. She noted that "go live" transition to the Avatar software has again been delayed until September 1st due to programming difficulties.

She also noted that the agency's Coordinated Services Team (CST) Program is the first program in the State to develop a Memorandum of Understanding with the HoChunk Nation. This agreement will be used as an example for other county programs within the State.

Ms. Thorsen also updated Board members about an upcoming meeting held with local law enforcement to discuss transition of the after-hours' mobile crisis response program this fall to a contracted service provider, Northwest Connections. She also noted that an Advanced Practice Nurse Prescriber has been hired through WRIC and will begin work in Monroe and Jackson Counties on September 14th. With the addition of this position, written notification will be provided to our psychiatrist that his contract will be ended by the end of October.

Aging and Disability Resource Center Update: Sue Rettler updated Board members about some statistics shared at the last Advisory Committee meeting held in Jackson County on June 23rd. She shared the numbers of consumers enrolled in Family Care, current Monroe County cases open to the three Social Workers, and the number of consumers that were disenrolled from the program for specified reasons.

Ms. Rettler also reviewed the results of the State budget that was passed indicating that most of the ADRC programs remained intact, but there will be three studies conducted by the State. She distributed a fact sheet that outlined details of the studies and the impacts of the budgetary changes. Mr. Hamilton explained that one of the proposals was to look at the potential for merging the ADRC agencies with local Aging/Senior Services Departments. He indicated that he has had a preliminary meeting with the Senior Services Director, Laura Moriarty, to discuss a vision for the future. Any such action in the future would require consideration and approval from the County Administrator and the full County Board.

Children and Family Services Unit Update: Daina Dobbs explained recent training that she and Mr. Hamilton attended on Organizational Effectiveness. In follow-up, a regional group comprised of four counties (Monroe, Clark, Chippewa, and Pepin Counties) have agreed to begin discussions about the potential for merging their Child Protective Services (CPS) Access/Screening processes. There have been only two meetings to date, with a total of seven meetings planned, to discuss details about how each county currently operates, along with developing a potential model that would provide for more efficiency and accuracy in receiving child protective services referrals and making more consistent screening decisions and completing reports in a more timely manner. Ms. Dobbs explained some of the potential benefits for this transition, and indicated that funding issues, as well as staffing and oversight details, would need to be determined. Two workgroups, Governance and Structure, are beginning to meet to continue the conversations about this new option.

Board Member Oral Reports/Discussions:

Aging and Disability Resource Center (ADRC) Advisory Committee: Board member James Rice was not available at this meeting, but Ms. Rettler summarized statistics and details about this meeting in her report earlier in this meeting. The next meeting will be held in September.

Mississippi Valley Health Services (MVHS) Board: Mr. Hamilton and David Pierce indicated that the next meeting of the Mississippi Valley Health Services Board will be August 19th with the Directors meeting prior to the Board meeting. A full report will be available at the next Board meeting. It is anticipated that an update about the building project and transition plan will be provided and there will be a vote concerning the increase per diem rate for 2016.

Western Wisconsin Cares (WWC) Board: James Shilling reported on Western Wisconsin Cares Board activities over the past month including: discussions held about the State's potential formation of five regional Family Care organizations with a choice of only two to three insurance vendors, the merge of current IRIS served clientele into current programs, future quality monitoring being conducted annually by the State, and implementation of the Department of Health Services Integrated Health Care Services and Premium Care being delayed. He noted the next meeting of the WWC Board would be July 28th.

Staffing Update - Discussion: Ron Hamilton reviewed staffing changes due to internal moves to different roles, resignations, and recruitments to fill vacancies. He noted the hiring of two Social Workers and a Clerical Support person, current recruitment of the Economic Support Supervisor, and an anticipated resignation of a Social Worker from the Children and Family Services unit. Mr. Hamilton also reported that the resolution requesting a new Social Worker position to work with the Children's Long-Term Support Waiver Program has been approved by the Personnel and Finance Committees, and will be presented at the July County Board meeting for their consideration. He reminded Board members that this position would be included in the 2016 budget and would not be hired, if approved, until after January 1st.

Fiscal Reports:

Request to Approve Staff Credit Cards – Discussion/Action: Diane Erickson explained the request for credit cards for the three new Social Workers that have recently been hired. Following a very brief discussion, A MOTION WAS MADE BY CRAIG BUSWELL, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the request for three credit cards with \$1,000 limits, and forward this request to the Finance Committee for their review and action.

2015 Budget Adjustment – Discussion/Action: Ms. Erickson explained the need to adjust the 2015 budget to reflect the Economic Support position that began employment in February and the addition of the Economic Support Supervisor anticipated in August. Expenses for these positions were not included in the 2015 budget. Following this discussion, A MOTION WAS MADE BY CRAIG BUSWELL, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to approve the 2015 budget adjustment in the amount of \$57,290 for these two positions and forward on to the Finance Committee for their review and action.

2015 Line Item Transfer Request – Discussion/Action: Ms. Erickson provided details about the change in receiving child care operations revenue from the Western Region for Economic Assistance (WREA) Consortium rather than the Department of Children and Families. Upon review, A MOTION WAS MADE BY CYNDI WISE, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to approve the line item transfer request in the amount of \$55,745 and forward this request to the Finance Committee for their review and action.

Monthly Financial Report - Discussion: Diane Erickson shared that the 2014 financial audit has been completed and a draft copy of the audit has been provided. She noted that this is the second consecutive year that the Human Services budget was over \$300,000 underspent with that amount being returned to the General Fund. Board members were informed that for

fiscal year 2014, \$333,203 will be returned, and \$311,000 was returned in 2013 and \$178,000 in 2012, totaling over \$822,000 in a three-year span. She also noted details about fund transfers this past year to cover health insurance costs and Pay for Performance salary adjustments.

She updated Board members about the financial report for May indicating \$122,394 was under-budget (3.8%), noting concerning areas of rising expenses, i.e., more placements at Winnebago and Trempealeau County Health Care Center, and anticipated revenues including pending revenue from the Comprehensive Community Services Program and local collections running higher than usual for the beginning of the year.

Payment of Agency's Monthly Vouchers – Discussion/Action: Following individual review by Board members, A MOTION WAS MADE BY SUSANNE PECK, SECONDED BY CRAIG BUSWELL, AND CARRIED WITH ALL IN FAVOR to approve the monthly vouchers for June. Ms. Erickson indicated she could provide more detail about the collection fees at the next meeting.

Date of Next Meeting: August 20th, 2015: The next regular monthly meeting is planned for Thursday, August 20th 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, as well as the staff and Board member oral reports and discussions. This meeting will also be the Annual Public Budget meeting and it was agreed that the regular agenda would be adjourned at 9:30 a.m. to enter into the budget meeting at 9:45 a.m. James Shilling requested to be excused from this meeting as he would be out of the area.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 9:35 a.m.

Respectfully Submitted,



Cathy L. Abbott
Administrative Services Coordinator

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