

Monroe County Health and Human Services Board
Meeting of July 5th, 2016
Community Services Center, Sparta, Wisconsin

Board Members Present: Chairperson David Pierce, Vice-Chairperson Mary Cook, Dr. Emma Ledbetter, Dean Peterson James Shilling, Marlene Sund, Mary Von Ruden, Cyndi Wise

Board Members Absent/Excused: Sharon Folcey

Staff Present: Sharon Nelson, Health Department, Laura Moriarty, Senior Services, Ron Hamilton, Diane Eriskson and Cathy Abbott, Human Services, Patricia Hagen and Ashley Brueggen, Health Department

Call to Order: Chairperson David Pierce called the Monroe County Health and Human Services Board meeting to order at 8:30 a.m. on July 5th, 2016.

Approve Health and Human Service Board Meeting Minutes of June 6th, 2016 – Discussion/Action: A MOTION WAS MADE BY MARY COOK, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board meeting minutes from June 6th, 2016 as written.

Public Comment Period: There was no one present to comment at this time. Introductions of those present were conducted at this time.

Monroe County Senior Services:

2016 Budget Adjustment – Discussion/Action: Ms. Moriarty noted an increase in revenues from GWAAR for the Nutrition Incentive Services Program and shared that the county appropriation was no longer needed for home delivered meals due to increased rates paid by the Managed Care Organizations (MCO.) Following this discussion, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve the budget adjustment for Senior Services in the amount of \$21,536 and forward to the Finance Committee for their review and action.

Approval for 53.10 Vehicle Grant Application – Discussion/Action: Ms. Moriarty requested the Board's support to proceed with a 53.10 vehicle grant application to allow Senior Services to purchase two smaller-sized mini-vans, with the application to be completed yet in 2016 for purchase upon approval next year. A MOTION WAS MADE BY MARY COOK, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to authorize proceeding with submission of the 53.10 vehicle grant application for purchase of two mini-vans in 2017.

Overview/Update on Integration of ADRC and Aging – Discussion: Ms. Moriarty shared a copy of the Aging and Disability Professional Association of Wisconsin (ADPAW) recommendations for integration of the Aging and Disability Resource Centers and Aging Agencies. She highlighted various areas of the report for Board members, including the benefits and common issues, as well as indicated that as integration progresses, she would be sure to keep the Board apprised of resulting impacts.

Need for Aging Unit Advisory Committee – Discussion/Action: A copy of Senate Bill 563 was provided for Board members to confirm the need to continue an Advisory Committee for Senior Services. The County’s Corporation Counsel has reviewed this document and concurs that the Advisory Committee should continue. Ms. Moriarty indicated that the past committee membership could continue with a potential to meet quarterly in the future. To confirm this continuation, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve maintaining the Senior Services Advisory Committee.

Senior Services Financial Report – Discussion: Laura Moriarty provided a detailed list of revenues and expenditures, as well as a report on congregate and home delivered meals provided through May at the various meal site locations.

Monroe County Health Department:

Women, Infants and Children (WIC) Nutrition Program Presentation – Discussion: Patricia Hagen from Monroe County Health Department presented details and shared documentation describing the Women, Infants, and Children (WIC) Nutrition Program. She provided information about the number of people currently receiving services and details about how the program operates.

Community Health Improvement Plan Priorities – Discussion: Ms. Nelson provided a copy of the minutes from the Community Health Improvement Plan meeting of May 18th, 2016, which outlined three priorities that should be addressed over the next three years, i.e., mental health, alcohol and other drugs, and adequate, appropriate, and safe food and nutrition. She indicated plans to have a more in-depth presentation at the August Board meeting.

She also invited Board members, who may be interested, to become involved in the community planning process and attend three two-day workshops provided by the CHIP Healthy Wisconsin Leadership Institute. These workshops will occur in November 2016, March and June 2017, and those who may be interested were asked to contact Ms. Nelson for more details.

Preliminary 2017 Budget Preparation – Discussion: Ms. Nelson informed the Board that the Health Department’s 2017 budget would need to be submitted to the County Administrator by mid-August and thus, would be presented at the August 2nd Board meeting for review.

Health Department Reports – Discussion: Board members received a copy of the Health Department’s financial statement and program summary through June and Ms. Nelson provided details and answered questions concerning these reports. She also invited Board members to attend a meeting of the Western Region Board of Health and Wisconsin Association of Local Health Departments and Boards planned for August 4th in Eau Claire to discuss Hot Topics in Public Health. Any interested Board members were asked to inform Ms. Nelson and she would submit their registrations to attend.

Monroe County Department of Human Services:

Approval of Two (2) New Positions Analysis – Discussion/Action: Ron Hamilton reviewed the position analysis requests for two social worker positions and addressed questions posed by Board members. Both positions were recommended to begin employment in April 2017 and, if approved through the three designated Committees and the County Board, would be included in the 2017 budget. Actions on these requests are as follows:

Comprehensive Community Services (CCS) Social Worker: A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the request for the Comprehensive Community Services (CCS) Social Worker position and forward this request to the Personnel and Finance Committees for their review and approval prior to forwarding to the full County Board for action.

Children and Family Services Unit Social Worker: A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the request for the Children and Family Services Unit Social Worker position and forward this request to the Personnel and Finance Committees for their review and approval prior to forwarding to the full County Board for action.

Resolution on Mental Health Allocation – Discussion/Action: Mr. Hamilton reviewed the resolution that would authorize the Monroe County Chairperson to submit a letter requesting the reallocation of the Profile #516 of the State and County Contract for Social and Community Programs to Monroe County's Community Mental Health allocation. If approved, he explained this would allow an amount of \$21,133 to be diverted from the Western Region Integrated Care (WRIC) and allocated to Monroe County for use with the Community Support Program (CSP). A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to proceed with the recommendation included in the resolution and forward to the full County Board for their review and action to allow the County Chair to sign and submit the request letter.

Recommendation for Replacement Member to Aging and Disability Resource Center (ADRC) of Western Wisconsin Advisory Committee – Discussion/Action: In response to a recommendation to replace a Health and Human Services Board representative to serve on the Aging and Disability Resource Center of Western Wisconsin Advisory Committee, Mary Von Ruden volunteered to serve in this capacity and attend the quarterly meetings. A MOTION WAS MADE BY CYNDI WISE, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to recommend Mary Von Ruden be appointed to serve on the ADRC Advisory Committee.

Update on Western Region Integrated Care (WRIC) – Discussion: Mr. Hamilton shared that Jackson County has agreed to continue their participation in the Western Region Integrated Care (WRIC) Consortium. He noted that several meetings have and will continue to occur to work out specific details of the ongoing consortium.

Human Services Program and Fiscal Reports/Updates – Discussion:

Program Area Statistical Reports and Staff Updates – Discussion: Program statistics were shared for services provided under Behavioral Health, Children and Families, Economic Support, and the Aging and Disability Resource Center (ADRC). It was noted that the Finance Department has successfully recruited a replacement for the staff person, who has been performing our billing procedures for several years, and will be retiring this month.

Monthly Financial Report – Discussion: Board members were provided a financial report for May and Mr. Hamilton addressed items in the report, noting the budget is \$176,390 over budget or (-5.1% of the budget.) Ms. Diane Erickson, the Business Administrator, shared specifics about the report and addressed Board member's questions.

Presentation on Human Services Budget – Discussion: Ms. Erickson reviewed the method utilized in putting together Human Services' annual budget and reviewed the composition of revenues and the categories and percentages of expense line items.

Historical County Appropriation Return Report – Discussion: Mr. Hamilton presented a graph that depicted the amount of county appropriations that were returned during a 25-year period from 1991 through 2015. He noted that an average across that span indicated a positive return of approximately \$34,000 per year, with the last six years reflecting significant underutilization of the county appropriation, resulting in these funds being returned to the County's General Fund.

Annual Public Budget Meeting Process and Date – Discussion: In consideration of the time line for submission of the Human Services budget, Mr. Hamilton suggested that the annual public budget meeting could take place following the September 6th regular Board meeting. Board members were in agreement and it was suggested to begin at 10 a.m. on that date.

Date of Next Meeting: The next meeting of the Health and Human Services Board is scheduled for Tuesday, August 2nd, 2016 at 8:30 a.m. in the Community Services Center, Building A, fourth floor, Room 443-444. Agenda items noted for inclusion, in addition to regular reports, were a presentation on the Community Health Improvement Plan (CHIP) and 2017 budget proposals for the Health Department and Senior Services.

Adjournment: A MOTION WAS MADE BY DEAN PETERSON, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to adjourn this meeting. The meeting adjourned at 10:35 a.m.

Respectfully submitted:



Cathy L. Abbott, Recording Secretary