Monroe County Health and Human Services Board
Meeting of October 4th, 2016
Community Services Center, Sparta, Wisconsin

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

Staff Present: Sharon Nelson and Kayleigh Day, Health Department, Ron Hamilton, Tracy Thorsen, and Cathy Abbott, Human Services

Guest: Cedric Schnitzler, County Board Chair

Call to Order: Chairperson David Pierce called the meeting to order at 8:33 a.m.

Approve Health and Human Services Board Regular and Annual Public Budget Meetings Minutes of September 6th, 2016 – Discussion/Action: A MOTION WAS MADE BY MARY COOK, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve both the regular Health and Human Services meeting minutes; as well as the Human Services Annual Public Budget meeting, both from the September 6th 2016.

Public Comment Period: There was no one present to comment at this time.

Space Utilization Plan – Discussion: Mr. Hamilton shared that Independent Living Resources staff are scheduled to perform an ADA assessment of the Gundersen Health building on October 7th to determine the modifications that may be necessary should the decision be made to purchase the building to potentially house the Aging and Disability Resource Center (ADRC,) Senior Services, and the Health Department. In addition to ADA regulations, the assessment will also encompass identified State ADRC requirements as well. Board members were informed of some concerns about this particular location that would need to be addressed concerning adequate storage space and delivery logistics for Senior Services. Ms. Nelson also acknowledged that space would need to be designated for the Loan Closet as well to meet their agency's needs.

Mr. Hamilton also shared that he was informed just this past week about a potential funding opportunity through the Department of Health Services that could assist with the integration of the ADRC and Senior Services. He was able to compile and submit a reasonable proposal for building rehab in an amount of $98,303 plus $23,000 in anticipated furnishings, for a total request of $121,303. If approved, funds can be utilized in whatever facility is determined to be the location for the integrated service to be housed.

Aging & Disability Resource Center (ADRC)/Senior Services Integration – Disucussion: Mr. Hamilton informed Board members that a meeting had been held recently with ADRC and Senior Services supervisors/managers/directors and the State Department of Health Services to discuss the transition toward integrating the ADRC and Senior Services over the course of the next year. Separately, the County's Personnel Director had met with Mr. Hamilton and Ms. Moriarty to determine how this integration would be incorporated into the

County personnel structure. From this meeting, the determination was made that the process of integration would begin with Laura Moriarty being designated as the Director for both the ADRC and Senior Services, with both falling under the Human Services organizational structure, and Mr. Hamilton assuming supervisory responsibility effective January 1st, 2017.

He noted that this shift in timetable will make it very important to begin to educate the public, service providers, consumers, as well as schedule public meetings. Mr. Hamilton recommended that he would like to attempt to schedule a presentation preferably at the November Board meeting where a more concentrated presentation and discussion can be held about the steps that will be involved with the integration process.

Monroe County Senior Services:

Senior Services Program Report – Discussion: Ms. Moriarty was unable to be present at this meeting, so Mr. Hamilton shared that the Sparta Family Restaurant was interested in quoting a price structure for the Restaurant Voucher Program. Other restaurants that had initially expressed interest have withdrawn from consideration at this time. Board members were provided with a Meal Report for August delineating specific meal sites and the numbers of meals served and funds collected at each site. Copies of The Vintage Express newsletter were provided as well.

Senior Services Financial Report – Discussion: Both detailed and summary reports of the Department's expenses and revenues for September were provided for Board members' review.

Monroe County Health Department:

Arsenic Well Water Program – Discussion: Ms. Nelson and Kayleigh Day from the Health Department shared that Monroe County is working under a five-year grant funded program on an Arsenic Well Water Program with La Crosse, Trempealeau, Jackson and Vernon Counties. This program is available to test privately owned wells in the County for arsenic.

They noted that recently, the Health Department presented information at a Town Board meeting to help encourage more private wells be tested. In addition to educating the Town Boards, efforts are underway to publish press releases, make more public presentations, and encourage more testing to occur. Details were shared about the components of the program, costs associated with the testing procedures, and the relationship to various types of cancer and medical conditions.

Ms. Day and Ms. Nelson also highlighted the Department of Natural Resources' (DNR) Transient Well Water testing program that is available for public establishments and churches that have well water which tests for nitrates and bacteria. For more information, Board members were encouraged to visit the State Department of Health website and the Wisconsin Academy of Arts and Sciences that has online programs about water safety.

Newborn Screening Policy and Procedure – Discussion/Action: Ms. Nelson reviewed the policy and procedure for Newborn Screening for children born in homes rather than hospitals. She indicated that specific screening needs to be conducted to help prevent brain damage and metabolic issues. Following review of the Health Department's screening procedures, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve the Newborn Screening Policy and Procedure as presented.

Health Department Monthly Reports – Discussion: Ms. Nelson provided a copy of the Health Departments budget through September, noting the budget is on track, with 69% being the target percentage for nine months into the year. She noted that the revenues received at this point were at 80% and expenditures were at 67%.

Ms. Nelson shared that the Health Department has 50 flu clinics scheduled in a 20-day period. She also noted there was an increase in the number of cases of chlamydia, and there have been recently reported, local cases of West Nile Virus and Eastern Equine Encephalitis. A brief discussion about symptoms and prevalence of these conditions was held.

Monroe County Human Services:

Presentation on Western Region for Integrated Care (WRIC) – Discussion: Tracy Thorsen, Clinical Administrator, presented information about the Western Region for Integrated Care, a consortium of La Crosse, Monroe, and Jackson Counties, that has been working over the past three plus years to improve the continuum of care provided for Mental Health, Substance Abuse, and Adult Protective Services in the region. She noted that this is one of two pilots in the State working toward this goal. Ms. Thorsen provided a handout that identified the array of services included and reviewed the specific programs that are being addressed through this collaborative approach.

Draft Legislative Letter on Child Abuse Neglect (CAN) Report Partnership – Discussion/Action: Upon review of the letter drafted to the Legislators supporting actions necessary to proceed with the Child Abuse Neglect (CAN) Report Partnership, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve David Pierce, the Health and Human Services Board Chair, signing the letter on behalf of the entire Health and Human Services Board to send copies to all area Legislators who represent our district.

Resolution on SSI/SSDI Outreach, Access, and Recovery (SOAR) – Discussion/Action: Mr. Hamilton noted that another resolution for the SOAR Program was necessary as the previously approved one had a sunset date included in the document. This one is very similar in language to the previous resolution, but has no end date included. Based on this discussion, A MOTION WAS MADE BY MARY COOK, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the resolution on the SOAR Program and forward to the County Board for their review and action at their next meeting.

Human Services Program and Fiscal Reports/Updates:
James Shilling was recognized to provide an update about the Western Wisconsin Cares Board activities with regard to the merger of the three Family Care organizations into one under the name of Community Link. He noted some of the details about the organizational development and designation of leadership staffing for the expanded agency that will cover 32 counties rather than the previous 8 counties that were under WWC.

Program Area Statistical Reports and Staff Updates – Discussion: Board members were provided the Human Services Program Area Statistical Report for their review. No comments were made or questions asked regarding this report.

Credit Card Request – Discussion/Action: Following the description about the need for the credit care request, A MOTION WAS MADE BY MARLENE SUND, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve the credit card request for the newly hired Social Service Aide with a limit of $1,000 and forward to the Finance Committee for their review and action.

2016 Budget Adjustment – Discussion/Action: Mr. Hamilton informed the Board members about the recommendation to utilize $210,000 from the $300,000 Human Services' Reserve Fund at this time in the year in order to balance the current over-expenditure of this year's budget. He noted reasons for the over-expenditures and Board members commented about whether this is a trend that might continue. Mr. Hamilton explained the cyclical nature of the Human Services budget over the years and noted that the past several years, the Department has been significantly under-budget and under-utilized the county appropriation well in excess of $1 million in the past five years.

He also noted other areas of the budget that reflected programmatic funding changes that were necessary at this time to balance the revenues and expenses within the budget. At the conclusion of this discussion, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to approve the budget adjustment in an amount of $402,542 and forward to the Finance Committee for their review and action.

2016 Purchase of Service New and Addendum Contracts – Discussion/Action: Following a description of the amended purchase of service contracts, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the adjustments to current purchase of services contracts as identified in this discussion with an increased amount of $ $73,125 and forward to the Finance Committee for their review and action.

Following a description of the need to establish three new purchase of service contracts, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the establishment of the new purchase of services contracts as identified in this discussion with an increased amount of $163,841 and forward to the Finance Committee for their review and action.

Board member Mary Von Ruden noted a workshop she attended at the recent Wisconsin Counties Association Conference where she learned about a program implemented in Sauk County to house individuals dealing with drug related problems. She noted that she would provide more information to Mr. Hamilton for investigation into this program and potential discussion at a future time.

Monthly Financial Reports – Discussion: Board members were provided a financial report for August and Mr. Hamilton reported the budget is $208,950 over budget (or -3.7% of the budget.) He explained continued higher placement costs for both adults and children, and a delayed billing process for the Comprehensive Community Services Program, At this point, with the prior approval of a transfer from the Human Services' Reserve Fund in the amount of $210,000, he anticipated that the budget should balance at the end of this year.

Date of Next Meeting: The next regular monthly meeting of the Health and Human Services Board is planned for Tuesday, November 1st at 8:30 a.m. and will be held in room 443-444 at the Community Services Center, Building A, in Sparta. Agenda items noted for inclusion for the November meeting, in addition to regular reports, was a possible presentation about the integration of the Aging and Disability Resource Center and Senior Services.

Adjournment: A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 10:20 a.m.

Respectfully Submitted,

Cathy L. Abbott

Cathy L. Abbott, Recording Secretary

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