Monroe County Health and Human Services Board
Meeting of July 5th, 2017
Monroe County Justice Center Assembly Room, Sparta, Wisconsin

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

Board Members Excused: Marlene Sund

Staff Present: Jane Jackson, Aging and Disability Resource Center, Pam Rainwater, Health Department, Ron Hamilton and Cathy Abbott, Human Services

Call to Order: Chairperson David Pierce called the meeting to order at 8:31 a.m.

Approve of Health & Human Services Board Regular Meeting Minutes for June 5th, 2017 – Discussion/Action: Upon brief review, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board meeting minutes from June 5th, 2017 as presented.

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

Update on Transition/Relocation of ADRC/Senior Services/Health Department – Discussion: Board members were apprised that the Aging and Disability Resource and Senior Services staff moved into their new location at 315 West Oak Street on June 23rd. The move went amazingly well and staff continue to get settled into the newly remodeled facility. The Health Department is beginning their move today through the end of this week. Coordination of the remodeling project, as well as the move itself, was quite involved and the result of a significant effort in order to assure that the ADRC was in the building prior to the July 1st deadline. Two areas still outstanding for the building are the interior and exterior signage and the potential repaving of the parking lot if grant funding is awarded.

<u>Monroe County Senior Services:</u>
Request for Two 2017 Line Item Transfer and Notice of Two Budgetary Adjustments – Discussion/Action: Jane Jackson outlined the two line item transfers, i.e., for equipment maintenance and repair at the Cataract and Sparta congregate meal sites in the amount of $805, and congregate meal employee education and travel in the amount of $200. She also reviewed the two budgetary adjustments, i.e., a donation made to the Tomah meal site to be used for site needs in the amount of $300, and a $500 donation to the Sparta meal site to be used for bingo and site supplies. Following questions being addressed, A MOTON WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve both of the line item transfers and the two budgetary adjustments as described above, and forward them to the Finance Committee for their review and approval.

Advisory Council Recommendation – Discussion: Nothing was reported on this item.

Aging and Disability Resource Center Enrollment and Call Reports – Discussion: Ms. Jackson provided reports on Aging and Disability Resource Center's call and enrollment activity. She noted that through the end of June, Monroe County's staff provided Jackson County with assistance in processing their enrollments due to their staff shortage. The end of June also marked the dissolution of the four-county consortium, ADRC of Western Wisconsin, and the transition to the ADRC of Monroe County and the integration of the ADRC and Senior Services, both beginning July 1st.

Senior Services Program Reports –Discussion: The meal site activity report for the month of May was reviewed noting declining numbers in Cataract and Kendall.

Senior Services Fiscal Reports – Discussion: Ms. Jackson distributed the fiscal reports for Senior Services as of June noting the revenue at $506,852 and expenditures at $99,342 or 41.17% of the budget expended at this point.

Monroe County Health Department:

2018 Preliminary Budget – Discussion: Ms. Rainwater, the Assistant Director of the Health Department, was present at this meeting as Ms. Nelson was not available. She noted that the expectation for the 2018 Department budget appears to be stable from this year and Ms. Nelson will be developing their budget for presentation to the Board next month.

May 2017 Program Reports – Discussion: Ms. Rainwater reviewed the program statistical report for May denoting significant areas of concern, and discussion followed about communicable diseases, Lyme Disease, Anaplasmosis, Zika virus, and Arsenic water testing procedures.

YTD Fiscal Reports – Discussion: Board members were provided the fiscal report for June that indicated $552,453 or 64.47% of revenue received and $378,078 or 44.12% expended. Ms. Rainwater noted that there would potentially be a budgetary adjustment presented at next month's meeting.

Board Member Item on Meth: At this point, Mr. Hamilton asked if the agenda item about Meth could be moved up on the agenda as it had an impact on some of the remaining agenda items. Board member Mary Von Ruden presented a story written by someone who was addicted to Meth, where she chronicled the impact that being addicted had on her and her family's lives. A significant discussion ensued about the impact on children, families, and the county as a whole resulting from addictions. Noted were costs to law enforcement, criminal justice, and the court systems, and most specifically for this Board, the significant costs associated with Child Protective Services, Termination of Parental Rights, and permanence for drug-affected children. Chairman Pierce noted that this story should be shared with all County Board members to help in their recognition of the increasing problems and high cost that results.

A recent NBC news broadcast from the past weekend highlighted problems that were occurring in the Chippewa County area, but it was agreed that this was a significant issue for the entire Western Wisconsin area, especially in Monroe and La Crosse Counties. Also included in this conversation were the health impacts on those addicted, as well as to their children, especially on unborn babies. It was also noted that Mr. Tom Johnson recently presented at the Town

Association on this topic and it was suggested that he perhaps make a similar presentation to the full County Board.

Monroe County Department of Human Services:

Update on the Historic Courthouse – Discussion: Mr. Hamilton explained that the Property and Maintenance Committee has authorized the architect to develop another floor plan for the transition of the Courthouse and he has agreed to this second plan at no charge. The initial plan estimated the remodeling at $5.1 million, which was deemed not an acceptable option. Mr. Hamilton indicated that he continues to meet with the Building Manager and County Administrator in looking at potential options for the transition of the Courthouse in the future.

Update on Child Abuse Neglect (CAN) Reporting Partnership and AB 290 – Discussion: Mr. Hamilton updated the Board on the status of the potential statute change that would allow for the four-county partnership, Child Abuse Neglect Reporting Partnership, to proceed with a new, shared method for processing child abuse/neglect Access (referral) reports. He announced that he testified on the topic, along with the other three counties' Human Services' Directors. Subsequently, the State Assembly did pass the bill with two-thirds in favor. The next step is for the Senate to consider this bill, which may not occur until they are back in session in September. He noted that he would continue to update the Board on future action concerning this bill.

Resolution Approving Software Purchase – Discussion/Action: Mr. Hamilton explained the resolution presented for Board consideration that requests an allocation from the County contingency fund in the amount of $126,832 to allow the Department to purchase MyEvolv software to replace current client database software that will be "sun-setting" at the end of this year. He noted that $107,000 has been carried over for several years in the Human Services budget to allow for purchase of replacement software. In addition, a grant to assist with the ADRC and Senior Services integration, would add an additional $10,110 for a total of $117,110 toward the total cost of $259,000. Upon discussion of the need for the replacement software, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the request for $126,832 from the contingency fund toward purchase of this software, and forward this resolution to the Finance Committee, and subsequently to the full County Board for their review and action.

Request to Approve New Positions – Discussion/Action:

Comprehensive Community Services Social Workers (2) – Discussion/Action: Mr. Hamilton provided Board members with background about the request to add two Social Workers in the Comprehensive Community Services Program under the Behavioral Health unit. He noted currently there are 47 people awaiting screening, which takes an average of 35-40 hours for each screen to be completed. These positions were indicated to be fully covered through program funding. If these positions are approved, one would be targeted to begin January 1st and the second on July 1st of next year. Following discussion, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the two Social Work positions in the Comprehensive Community Services Program as outlined in the above discussion, and forward this request to the Personnel and Finance Committees, as well as the full County Board for their respective review and action.

Children and Family Services Social Worker – Discussion/Action: Mr. Hamilton explained the request for a Social Worker to work in the Children and Family Services unit. Mr. Hamilton strongly recommended approval of this position considering the previous discussion about high number of drug-affected children, an 80% increase in Child Protective Services cases from 2013 to 2016, the numbers of Child in Need of Protection and Services (CHIPS) cases and Parental Termination petitions filed in the most recent years, and the continual increase in State mandated guidelines. He noted this position would work specifically in researching and identifying additional permanency resources for children, thus potentially reducing the financial obligation to the County for the high cost of care. However, he did explain that this position would need to be funded through County levy, as there is no reimbursable funding available from the State. He noted that the cost for this position would be included in the 2018 budget. Following this discussion, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the request for a Social Worker to be added in the Children and Family Services unit and forward this request to the Personnel and Finance Committees, as well as the full County Board for their respective review and action.

Children and Family Services Social Service Manager – Discussion/Action: Mr. Hamilton provided the Board with an explanation about the request to create a Social Services Manager position that would assist with providing management of child protective services, child welfare, juvenile justice, Birth to Three, Children's Long-Term Support, foster care and Kinship programs. He explained that the current Social Work Supervisor is responsible for all the above related programs that are provided by 17 staff. The State recommends that the staff/supervisor ratio be between 1/6 or 1/8 for effective supervision and proactive guidance to staff on their cases. Mr. Hamilton also noted that the Children and Family Services unit has experienced a 30% turnover, which is somewhat reflective of the lack of ability to provide adequate support and supervision to staff providing direct services.

Mr. Hamilton explained that he would be advocating for an increase in the Department's budget to offset the high costs that are impacting last and this years' budget overruns, and indicated that he would be remiss if he did not recommend increased attention to this part of the Department's services. Following this discussion, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY DR. EMMA LEBETTER, AND CARRIED BY MAJORITY VOTE WITH MARY COOK OPPOSED to approve the request for the Social Services Manager position to be added in the Children and Family Services unit and forward this request to the Personnel and Finance Committees, as well as the full County Board for their respective review and action.

Human Services Program and Fiscal Reports/Updates:
Program Area Staff Updates – Discussion: Mr. Hamilton highlighted several new staff that have been hired or are in the process of being recruited over the past month including one clerical staff person, four Economic Support Specialists, two Children and Family Services unit Social Workers and one Social Service Aide, and a part-time Disability Benefit Specialist in the Aging and Disability Resource Center.

Request for Credit Card Approval – Discussion/Action: Upon hearing of the request to authorize four new staff with credit cards and increase the limit for one staff, A MOTION WAS MADE BY MARY COOK, SECONDED BY CYNDI WISE, AND CARRIED WITH

ALL IN FAVOR to approve the request for the credit cards as denoted and forward this request to the Finance Committee for their review and action.

Request for 2017 New Purchase of Service Contract – Discussion/Action: Upon consideration of the need to establish a new contract, A MOTON WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve a new purchase of service contract for Brotoloc in the amount of $67,680 as presented.

County Appropriation Returned and County Levy History – Discussion: Mr. Hamilton presented a graph depicting the history of the County appropriation retuned from 1991 to 2016. For this 26-year period, the report indicated that Human Services was able to underutilize the County appropriation for 16 of those years. He also provided a 10-year history of the levy returned or needed from the general fund and reserve fund. In that 10-year period, the Department's reserve fund was able to cover a significant amount of the few overages. Board members were informed that there was currently $120,000 remaining in the Department's reserve fund, which would help to reduce the amount that is currently over-budget; however, with the current situation, it appears that additional funds will need to be requested from the general fund this year. Board members requested that information be provided about annual budget requests and how they correlate to the County appropriations. It was also suggested that it may be time to reconsider an increase of $200,000 to the reserve fund up to a $500,000 limit.

Monthly Financial Reports - Discussion: Mr. Hamilton noted a financial report for May indicating the budget was already $433,680 over budget (11.9%.) He shared that both adult community treatment and child residential placements continue to remain significantly over-budget. Discussion occurred regarding the cost and length of these placements, methods for deterring lengthy placements, and actions being taken to reduce placement costs.

Date of Next Meeting and Location: The next regular monthly meeting of the Health and Human Services Board is planned for Tuesday, August 1st at 8:30 a.m. This meeting will potentially be held at the new Community Services Center at 315 West Oak Street in Sparta. Agenda items noted for inclusion for the August meeting, in addition to regular reports, including presentation of Health Department's 2018 budget and a possible budget adjustment, as well as a tour of the new facility, if the meeting is held there.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 10:25 a.m.

Respectfully Submitted,

Cathy L. Abbott

Cathy L. Abbott
Administrative Services Coordinator

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