Monroe County Health and Human Services Board
Meeting of August 1st, 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, Marlene Sund, and Cyndi Wise

Staff Present: Jane Jackson, Aging and Disability Resource Center; Sharon Nelson and Kayleigh Day, Health Department; Ron Hamilton and Cathy Abbott, Human Services; and Jim Bialecki, County Administrator

Call to Order: Chairperson David Pierce called the meeting to order at 8:30 a.m.

Approve of Health & Human Services Board Regular Meeting Minutes for July 5th, 2017 – Discussion/Action: Upon review, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY DR. EMMA LEDBETTER, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board meeting minutes of July 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 Health Department did finalize their relocation to their new office space at 315 West Oak the first week of July. Both the Health Department and the Aging and Disability Resource Center staff are getting settled into the remodeled location. It was noted that there is still some work remaining before the project is formally completed, including installation of some interior signage, painting the exterior soffit, resurfacing the parking lot, setting up the ADRC Resource Room, and a minor amount of unpacking and settling into the space. It appears that the general public is finding the new location and visitors to the building are commenting on the pleasant and welcoming atmosphere in the shared office building. The County Open House planned for September 29th will include the Community Services Center offices.

Aging and Disability Resource Center:

Any Potential Budgetary Adjustments or Line Item Transfers as may be Necessary - Discussion/Action: Jane Jackson indicated there were no budgetary adjustments or line item transfers necessary at this month's meeting.

Aging and Disability Resource Center and Senior Services Program Reports –Discussion: Ms. Jackson distributed the August edition of the Vintage Express for Board members' review. She also shared two reports indicating the number of congregate and home delivered meals for the month of June, as well as the first six months of this year. It was noted that the numbers of meals provided at the Cataract Nutrition site have dropped significantly and are at a level of concern.

Ms. Jackson also addressed an inquiry about the reduction in the number of trips planned this year relating to the volunteer coordinator's inability to do as much planning this year due to personal reasons. Comments were made about the benefits of continuing both the newsletter and the newspaper inserts, along with suggestions for broader distribution efforts to increase the number of elderly who receive this printed information.

Senior Services Fiscal Reports – Discussion: Ms. Jackson distributed the fiscal reports for Senior Services through July 25th noting the revenue at $538,823 and expenditures at $461,211 or 46.61% of the budget expended at this point.

Monroe County Health Department:

Line Item Transfer – WIC – Discussion/Action: Upon Ms. Nelson explaining the request for a line item transfer in the amount of $350 to cover increased medical supplies, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the line item transfer request to cover the cost of medical supplies in the amount of $350 as presented and forward to the County Administrator for review and potential approval.

Notice of Budgetary Adjustment – Prescription Drug Grant – Discussion/Action: Ms. Nelson explained the potential budgetary adjustment necessary to accept an $8,000 grant that was received through partnering with the Safe Community Coalition and was generated from a grant awarded through the Interstate Postgraduate Medical Association (IPMA.) She noted that these funds would allow partnering with the Coalition on community outreach, awareness, and education around the safe use and disposal of, as well as prevention of, misuse of prescription drugs. She also detailed the "Wake Up Monroe County" campaign that would be provided as a result of increased Health Department staff time that will be funded through this grant.

Upon discussion and questions being addressed, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the budgetary adjustment request to allow acceptance of the prescription drug prevention grant in the amount of $8,000 as presented, and forward this adjustment to the Finance Committee, and subsequently to the full County Board for their review and action.

Arsenic Well Water Program Update – Kayleigh Day, CHE – Discussion: Kayleigh Day, Community Health Educator with the Health Department, presented information about the components of the Arsenic Well Water Program that is funded through La Crosse County Health Department. She explained that this is the second year of the five-year grant awarded through a Center for Disease Control (CDC) Well Water grant. Ms. Day highlighted some of the education, community outreach, and increased water testing that has resulted through the program. The water test kits indicate the levels of bacteria, nitrates, and other contaminants, as well as arsenic. Board members were also informed that as a result of this program, a partnership has developed between the Health Department and Gundersen Health System to promote a Hydration Challenge to emphasize the importance of staying hydrated. It was also noted that the volume of water testing has risen with the most recent flooding in our area. (Ms. Day left the meeting at this point.)

2018 Health Department Proposed Budget – Discussion/Possible Action: Ms. Nelson presented and reviewed specific items contained in the Health Department's proposed 2018 budget. She indicated the proposal being submitted for consideration to the County Administrator and Finance Committee includes the following programs/amounts: Public Health $440,364; Women, Infant, and Childrens' (WIC) Program $199,223; and Loan Closet $200.

Ms. Nelson noted that the State has not provided any information about 2018 allocations yet, so the budget has been set based on 2017 figures. She explained the specific grant funded and fee based services and highlighted details about individual line items, addressing Board members' questions during the presentation.

June 2017 Program Reports – Discussion: Ms. Nelson reviewed the program statistical report for June denoting significant areas of concern, and discussion followed about an increase in reporting of communicable diseases, dog bites, and tick and mosquito borne illnesses.

YTD Fiscal Reports – Discussion: Board members were provided with a year-to-date fiscal report for the Health Department through July indicating $581,860.93 or 67.74% received in revenue and $444,468.23 or 51.75% of the budget expended, within the 54% average through seven months of the budget.

Monroe County Department of Human Services:

Update on the Historic Courthouse – Discussion: Mr. Hamilton notified Board members that there wasn't any new information since last month's discussion concerning the Human Services' potential move to The Historic Courthouse. He noted that the Property and Maintenance Committee has directed the architect to develop another schematic drawing for potential remodeling and hope to have this for consideration within the next month. Mr. Hamilton indicated that Board members would be apprised of any future developments in the process.

Update on Child Abuse Neglect (CAN) Reporting Partnership and AB 290 – Discussion: Mr. Hamilton noted that the potential statute change that would allow for sharing across counties in providing Child Protective Services Access screening appears to be stalled in the legislature over summer break and is anticipated to go before the Senate Committee near the end of August for their consideration and vote prior to being forwarded as SB 226 for full Senate vote sometime in September. Mr. Hamilton indicated that the Corporation Counsel is in the process of reviewing language recommended in a multi-county agreement in anticipation of the positive vote being received. He also noted that if this change is approved, four staff positions among the four counties will be designated to perform these functions. He shared that this should also be a very positive change to assist with making more effective and consistent screening decisions, as well as relieving an overload of program responsibilities for the current Children and Family Services Supervisor, and supplementing a current relatively new and less experienced staff.

Human Services Program and Fiscal Reports/Updates:

Program Area Staff Updates – Discussion: Mr. Hamilton reviewed an updated organizational chart for the agency that now includes the previous Senior Services staff that have now been integrated with the Aging and Disability Resource Center. He noted the newly hired staff and the vacant positions that are currently being recruited.

Request for 2017 New Purchase of Service Contract – Discussion/Action: Upon consideration of the need to establish a new contract, A MOTION WAS MADE BY MARY COOK, SECONDED BYCYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve a new purchase of service contract for Evergreen Manor in the amount of $29,750 as presented.

Request for 2017 Purchase of Service Contract Addendum – Discussion/Action: Upon consideration of the need to amend the Father Flanagan's Boys' Town contract, A MOTION WAS MADE BYMARY COOK, SECONDED BY DR EMMA LEDBETTER, AND CARRIED WITH ALL IN FAVOR to approve the addendum to the purchase of service contract for Father Flanagan's Boys' Town in the amount of $281,400 as presented, an increase of $191,200. Mr. Hamilton noted an increase in more complex, youth placements that are generating the need to amend this contract.

Monthly Financial Reports - Discussion: Mr. Hamilton reviewed the financial report for June indicating the budget was already $465,864 over budget (-10.6%.) He noted that although the overage reduced by $32,000 in the past month, the budget continues to track toward being significantly over the budget by year-end due to continued adult community treatment and child residential placements. He indicated it very likely necessary to utilize the remaining $120,000 from the Human Services' reserve fund against any overage prior to requesting additional funds from the County Board.

Discussion occurred regarding the impact drug-involved parents have on the higher cost placements resulting in a higher number of termination of parental rights cases seen over the past year. It was also noted that an investment in prevention programming may significantly impact and assist with these long-term budgetary expenses in the future. Mr. Hamilton noted that we are not the only County in the State struggling with the high cost placements and noted the other counties in the area. (County Administrator, Jim Bialecki, left the meeting at this time.)

Date of Next Meeting and Location: The next regular monthly meeting of the Health and Human Services Board is planned for Tuesday, September 5th at 8:30 a.m. The meeting's location will return to the County Board Assembly Room at the Justice Center in Sparta. Agenda items noted for inclusion at the September meeting, in addition to regular reports, include presentation of the Senior Services' 2018 budget. The Human Services' Annual Public Budget meeting will begin precisely at 10:00 a.m. If any regular meeting agenda items are not completed at this point, the remaining agenda items will be suspended for discussion/action following completion of the Public Budget meeting.

Adjournment (approximately 10:00 a.m.): 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 10:15 a.m.

Respectfully Submitted,

Cathy L. Abbott

Cathy L. Abbott
Administrative Services Coordinator

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