

Monroe County Health and Human Services Board
Meeting of January 2nd, 2018
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, James Shilling, Marlene Sund, and Cynthia Wise

Board Members Excused: Dean Peterson

Staff Present: Ron Hamilton, Jane Jackson, Julie Leis, and Cathy Abbott, Human Services; Sharon Nelson, Health Department;

Others in Attendance: 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 December 5th, 2017 – Discussion/Action: Upon brief review, A MOTION WAS MADE BY MARY COOK, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board meeting minutes from December 5th, 2017 as presented.

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

Aging and Disability Resource Center:

GWAAR Budget – Discussion/Action: Jane Jackson, ADRC Coordinator, reviewed the GWAAR budget highlighting specific program areas with the associated budgeted amounts. She also noted the total budget for the various program components was \$817,568 with \$233,567 of that amount being designated to receive from Federal/State revenue. Following her presentation and a short discussion, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the 2018 GWAAR budget as presented for submission.

85.21 Transportation Grant – Discussion: Ms. Jackson referenced the minutes from the public hearing that was held on December 18th where the all the ADRC/Senior Services transportation programs were reviewed. A budget of \$114,293 was associated with the transportation programs. Specific amounts for the Federal/State and local County match totaled \$64,651.38. Following brief review, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY DR. EMMA LEDBETTER, AND CARRIED WITH ALL IN FAVOR to accept the minutes from public hearing meeting, along with approving the grant amounts as outlined for submission.

Congregate and Home Delivered Meal Program Report for November –Discussion: Ms. Jackson provided the congregate site and home delivered meals activity report for the month of November. She noted that there has been a problem maintaining adequate volunteer drivers for meal delivery, especially in the Tomah area, where they are struggling to replace the meal site coordinator as well. Methods of recruiting additional drivers were shared and discussed.

Senior Services Fiscal Reports for November – Discussion: Board members were informed of the fiscal reports for Senior Services as of November 30th noting the revenue at \$706,083 and expenditures at \$753,496 or 76.15% of the budget expended at this point.

Monroe County Health Department:

2016 Preliminary Wisconsin Medicaid Cost Report – Discussion: Ms. Nelson reported that due to the timing of this meeting being so early in the month and following a holiday weekend, she was not able to have a fiscal report for December. However, she did share that she is anticipating a payment of \$13,909.87 for 2016 services that had not been covered by the Medicaid Program. The Wisconsin Medicaid Cost Report has been received indicating that the Health Department can expect the above amount to be received for use with the 2017 budget. These funds result from a calculation of the actual costs for services provided and the amount that remains unpaid.

November 2017 Program Report – Discussion: Ms. Nelson reviewed the program statistical report for November denoting significant areas of interest. She noted incidences of BetaStrep, Hepatitis C, latent Tuberculosis, and Lyme Disease, along with the high number of flu cases being reported. She also reviewed the educational presentations and press releases that were conducted during November.

Monroe County Department of Human Services:

Update on Child Abuse Neglect (CAN) Reporting Consortium – Discussion: Mr. Hamilton reviewed the status of the four-county Child Abuse Neglect Reporting Consortium, highlighting most recent press coverage concerning the development of the shared program. He noted that all four counties involved now have had resolutions passing their respective County Boards, and he shared that the Consortium is awaiting final review from the State's attorney before proceeding with the establishing a 66.301 for governance. Mr. Hamilton also noted that each county would provide a base dollar amount of \$5,000 toward establishing this Consortium, along with utilizing a three-year cost average based on the number of child protective services reports per county. The Consortium anticipates a "soft" opening with one county in April followed by the other three counties rolling into the program over the subsequent two months, so that the shared program is anticipated to be fully functioning by July of this year.

Update on the Historic Courthouse – Discussion: Mr. Hamilton reported that he is meeting every two weeks with the County Administrator, Building Manager, and IT Director to review progress in the remodeling at the Courthouse. He noted that demolition is well underway, materials are being ordered and delivered. Board members' questions were addressed including options for a safer, more secure entry to the building once remodeling has been completed.

He also mentioned that he has met with the Personnel Office to discuss the option of having some targeted social work staff working via telework options. He noted a presentation can be planned at a future meeting to provide Board members with more information as it becomes available.

Update on MyEvolv Software – Discussion: Mr. Hamilton indicated that continued meetings and conference calls are being held to progress along with implementing the new My Evolv software sometime this summer. This planning process is taking a significant amount of time out of regular work day functions, but will result in a more user defined system that is hoped to work most effectively for staff in the future. He noted that a conversation is currently being held about how to handle the volunteer drivers and the number of software licenses that will be needed.

Human Services Program and Fiscal Reports/Updates:

Program Area Staff Updates Including Holiday Giving Projects – Discussion: Mr. Hamilton noted pending recruitment for a vacant Economic Support position coming up later this week should bring the Department to being fully staffed in all program areas after several months of ongoing turnover in all units. He also shared an updated organizational chart with Board members apprising them of current staff in each unit, as well as a program statistical report for the units within the Department.

Ms. Abbott reviewed details about the holiday gift giving campaign that involved Department staff time. She recognized the efforts of many area businesses, civic groups, individuals, and families, who were very giving to help those in need during the Christmas season in providing gifts for children, warm clothing, and food items. She noted that nearly 500 children were provided with gifts this year by nearly 40 vendors assisted in making this holiday a little brighter for children and families in need.

Request for 2017 Line Item Transfer – Discussion/Action: Upon review of a request for a line item transfer in the 2017 budget to address cost overruns at Trempealeau County Health Care Center, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve transferring \$98,000 to cover these cost overruns, and forward this recommendation to the County Administrator and Finance Committee for their review and action.

Request for Staff Credit Cards – Discussion/Action: Upon hearing the request to issue four newly hired Social Work staff with credit cards in the amount of \$1,000 each, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to approve the request to issue four staff credit cards and forward this request to the Finance Committee for their review and action.

Request to Initiate 2018 Purchase of Service Contracts – Discussion/Action: Upon review of a listing of thirteen purchase of service contracts for placement facilities being recommended for initiation in 2018, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve initiating the 2018 purchase of service contracts as noted.

Monthly Financial Report - November - Discussion: Mr. Hamilton noted a financial report for November indicating the budget was continuing to be exceeded in an amount of \$405,963 (-5.1%). He also reviewed ongoing reasons for being over in these budgeted amounts.

Date of Next Meeting and Location: Prior to adjourning, Ms. Nelson and Ms. Jackson shared that staff from both these agencies are working together to bring Governor Schreiber to the area on June 21st to speak at the Memory Café about caring for people affected by Alzheimer's Disease. As more details become available in the planning process, they indicated they would be sure to keep Board members apprised.

The next regular monthly meeting of the Health and Human Services Board is planned for Tuesday, February 6th at 8:30 a.m. This meeting will be held at the Justice Center Assembly Room in Sparta. Agenda items noted for inclusion for the February meeting were the regular reports and program updates.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY MARY COOK, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 9:50 a.m.

Mr. James Shilling noted that he would be out of town during the next meeting and asked to be excused from the meeting. He also announced that his intentions are to move from Monroe County in the next few months, and in so doing, would need to be rendering his resignation from his Board and Committee obligations in the future.

Respectfully Submitted,



Cathy L. Abbott
Administrative Services Coordinator

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