

Monroe County Department of Human Services

Citizens' Advisory and Children's Long-Term Support Programs Committees

October 19, 2017

Committee Members Present: Barbara Mlsna, Chairperson, Theresa Burns Gilbert, Tim Fuhrmann, Ann Allen, Tonya Olson, Kay Steinhoff, Ron Hamilton

Committee Members Absent: Doug Flock, Ryan Tichenor, Tom Anderson, Sharon Nelson, Cedric Schnitzler

Human Services Staff Present: Gina Phelps, Social Worker; Diane Erickson, Business Administrator; and Kelly Gronau, Unit Secretary II

Call to Order: Chairperson Barbara Mlsna called the meeting to order at 1:29 p.m. Introductions of those present were conducted.

Approval of Meeting Minutes for March 23, 2017 – Discussion/Action: After brief review, A MOTION MADE BY RON HAMILTON, SECONDED BY DIANE ERICKSON, CARRIED WITH ALL IN FAVOR to approve the minutes from March 23, 2017.

Overview of Committee Structure, Purpose, and Membership – Discussion: Ron Hamilton reviewed several changes including:

- The history of the Long-Term Support Committee as it used to be more directed to adults previously, but is no longer a service provided, so it has become the Children's Long-Term Support Committee.
- In an effort to save time and not duplicate meetings, there has been a consolidation of 2 separate committee's (Citizens' Advisory Committee and Children's Long-Term Support Programs Committee) meetings into this current meeting.
- The need to develop a board that meets state statute criteria – see insert for requirements. There is still some work being done on getting all the members on board so all criteria is met.
- Ron reports that the Children's Waiver supervisor and the workers who were to attend this meeting and present are absent.
- Barbara Mlsna also contributed that she first started on the Human Services Advisory Board because of a grandson with special needs. He is now 24 and she believes she has been a part of this board/committee for 24 years as well.

Review of Children's LTS Programs including Autism Waiver, Compass Threshold, Staffing, Caseloads, and Statistical Reports – Discussion: Ron Hamilton shared information regarding the Autism Waiver as follows:

- The Autism Waiver was a program run by the state through Lutheran Social Services until the beginning of 2017.
- Beginning January 2017, it is a program now back under the county.
- Currently there are 37 regular CLTS clients and 10 Autism Waiver clients being served by Monroe County.

- Roughly 2 years ago, the wait list was over 50 clients, but due to some hard work by CLTS staff, the waitlist was reduced to about 12-13 clients.
- Currently, there are 30 children on the waitlist.
- Monroe County currently has 2 CLTS workers who originated in CPS, with 47 cases between the two of them.

Status of and Future Elimination of Waiting Lists – Discussion: Ron Hamilton reported that Diane Erickson, Business Administrator, has a copy of the waitlist elimination plan which entails the following:

- The waitlist must be eliminated by the end of 2018
- Beginning November 1, 2017, CLTS staff will start taking 3 children from the waitlist per month
- The plan states that we will have our waitlist eliminated in 10 months
- We will have to process all new referrals received during that time as well and will have to accept all referrals in the future when they are received as we are not allowed to start another waitlist

Per Diane Erickson, Business Administrator:

- The state has identified funds for these services, funding just approved in the budget signed by the governor.
- Monies will start at \$200 per month, per child and increase until the full allotment of \$978 per month, per child by the third month.
- The state cannot deny services over the \$978 per month, per child allotment.
- The state believes that not all children will require the use of the full amount of monies per month, and some children will require more, thus balancing out the financial need.

Gina Phelps, Social Worker asked if there is a backup plan if the state runs out of funds. Ron Hamilton reported the county would have to pay for services should the state run out of funds.

Ann Allen asked if there are any children aging out of the program. Both Diane Erickson and Ron Hamilton reported there are not many as Monroe County has many young children involved in Long-Term Support.

Approval of 2018 Children’s Community Options Program (CCOP) Plan – Discussion/Action: Ron Hamilton reported there is no plan included in the meeting packet and he is unable to speak to this particular item on the agenda. He recommended emailing the plan to members to look over and vote on when available. No action will be taken at this time.

Tim Fuhrmann wondered if there was a deadline for this particular plan. Ron Hamilton reported that he believed it was sometime in October of 2017 originally, but he believes the deadline was pushed back.

Approval of High Cost Requests (6) Home Modifications/Equipment – Discussion/Action: Committee members voted individually for each of the 5 high cost home modification/equipment requests. Ashley Hoekstra requested #1 be removed prior to the start of the meeting so it was not included in the packet for committee members to vote on.

Several discussions took place during the course of voting – questions from Tim Fuhrmann about what constitutes “high cost requests” – Diane Erickson stated she believed the total cost must be \$1000 or greater. Tim Fuhrmann also wondered if clients are required to get more than 1 bid. No members were sure about this, and no CLTS staff member was present to answer.

- #2 – see insert for details – adaptive bike cost \$2341.00 MOTION MADE BY TONYA OLSON, SECONDED BY KAY STEINHOFF, CARRIED WITH ALL IN FAVOR to approve the high cost expenditure as noted above for an adaptive bike.

- #3 – see insert for details – bathroom and bedroom modification for client - no cost included in description. Gina Phelps connected with Ashley Hoekstra via email – family has not received a bid on this particular project yet, she wanted committee members to be aware of the project so it could be sent do them via email at a future time to vote on after bid is received. No action at this time.
- #4 – see insert for details – bathroom and entrance modifications – cost \$5151.00. MOTION MADE BY THERESA BURNS GILBERT, SECONDED BY ANN ALLEN, CARRIED WITH ALL IN FAVOR to approve the high cost expenditure as noted above for the bathroom and entrance home modifications.
- #5 – home modifications including bathroom, bedroom, and electric hoier lift chair/track - \$31,755 or \$31,040 as stated in bid. Theresa Burns Gilbert wished to know the age of the house. Diane Erickson replied the home was built between 1995-2000 as stated in the details of the request. Tim Fuhrmann had questions about Independent Living Resources (ILR) providing the Home Modification Assessments. Kay Steinhoff was able to explain to all members that ILR spends vast amounts of time with the family a when doing the assessment to see every day life and do a very comprehensive report. MOTION WAS MADE BY TIM FUHRMANN, SECONDED BY TONYA OLSON, CARRIED WITH ALL IN FAVOR to approve the high cost expenditure as noted above (in either amount) for the home renovations.
- #6 – see insert for details – SleepSafer Hi-lo Bed Package - \$14,111.00. MOTION WAS MADE BY TONYA OLSON, SECONDED BY KAY STEINHOFF, AND CARRIED WITH ALL IN FAVOR to approve the high cost expenditure as noted above for the SleepSafer Bed.

One additional question by Tim Fuhrmann – once this committee approves these high expenditure requests, does this mean the client will receive these items. Process is clarified by Ron Hamilton that one approved by this committee, these requests are forwarded to the state and must be approved by the state for funding.

Children’s Long-Term Support Financial Reports – Discussion: Diane Erickson used the handout provided in the meeting packet to explain county projected costs for 2017 for both CLTS and CCOPs programs and indicated the current expenditures for 2017. See insert for more information. On the backside of the same handout, she referenced the 10 children Monroe County currently has from the Autism Waiver. She indicated those costs are 100% covered by state and federal funds. She also indicated that we will never have more than these 10 current children – if one or more of them drop out, we do not replace them.

Overview of Human Services Programs, New Initiatives, and Budget – Discussion: Ron Hamilton handed out the most current Monroe County Department of Human Services organizational chart and review it for all members. A few things to point out:

- The WREA, 8 county consortium for economic support services workers currently has 11 workers in Monroe County alone, with 87 workers employed total.
- ADRC/Senior Services joined Human Services and moved to the new building at 315 W Oak St on 7/1/2017. Thanks to grants adding up to roughly \$200,000 the county was able to renovate the old Gundersen Clinic building and use it for ADRC and the Health Department.
- Coming up, 4/1/2018 is the date for Human Services to vacate the current building and move into the court house building.
- 2017 has been a tough budget year – we are \$400,000 over the budget for 2017 in out of home care alone due to the increasing addiction epidemic.

- There was a request for additional funding for 2018 – the original proposal was \$400,000 in additional funding, but currently has been cut to \$250,000 additional funding and is still in process of being voted on.
- 2018 will be a great year for service progress with the approval to add 2 Comprehensive Community Service (CCS) staff members (1 in January and 1 in July 2018) and the approval of an additional CFS staff member to assist with finding family/permanency placement for children.

Next Meeting Date/Time/Location – Thursday, March 15th, 2018 at 1:30pm as decided by all.

Adjournment (approximately 3:30 p.m.): With no further topics for discussion, A MOTION MADE BY TIM FUHRMAN, SECONDED BY THERESA BURNS GILBERT, CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting adjourned at 2:39 p.m. The next planned meeting will be March 15th, 2018 at 1:30 p.m.