

Monroe County Health and Human Services Board
Meeting of May 2nd, 2017
Community Services Center, Sparta, Wisconsin

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

Board Members Excused: Sharon Folcey and Marlene Sund

Staff Present: Jane Jackson, Senior Services, Sharon Nelson, Health Department, Ron Hamilton, Diane Erickson, 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 April 4th, 2017 – Discussion/Action: Upon brief 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 from April 4th, 2017.

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 about the status of the remodeling for the building at 315 West Oak Street, as a contractor has been selected and work will be underway very soon. Grant funding that has already been obtained and is pending will be utilized to assist with the ADRC and Senior Services remodeling and integration costs.

Monroe County Senior Services: Jane Jackson, the Senior Services Director/ADRC Coordinator, introduced herself to Board members.

Notice of Budgetary Adjustment – 2016 Donation Funds for Sparta Site – Discussion/Action: Upon brief review, A MOTION WAS MADE BY DEAN PETERSON, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the budget adjustment in the amount of \$499 in donations for use with bingo and supplies at the Sparta site, and forward this transfer request to the Finance Committee for their review and action.

2017 Celebration of Seniors – May 25th – Discussion: Ms. Jackson highlighted the upcoming Celebration of Seniors that is planned for May 25th, noting some of the features that will be included in the event.

Monroe County Health Department:

2017-2018 Health Department Grant Possibilities – Discussion: Ms. Nelson reviewed details of two potential grants (a Grassroots Grant for up to \$4,800 and a Security Health Plan Grant for up to \$15,600) related to opiate and drug prevention efforts that Health Department is anticipating to receive. She noted that if awarded, current Health Department staff time

will be increased to expand education efforts within the county. She also highlighted awareness opportunities that are already planned for the upcoming year. Considerable discussion occurred about concerns over the increase in opiates and drug activity in the county and the resulting impact on the amount of services being provided through county departments.

Notice of Budgetary Adjustment – Human Papillomavirus (HPV) Mini-Grant-

Discussion/Action: Following this information provided by Ms. Nelson regarding funding received for conducting HPV cancer prevention and vaccine awareness events, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve the additional revenue in the amount of \$4,000 from the CDC mini-grant and forward this adjustment to the Finance Committee for their review and action.

LRB 2109/1, Local Health Protection Action - Discussion: Ms. Nelson updated members concerning the status of the letter of support sent on behalf of the Board on the per capita formula for providing funds toward communicable disease control through County Health Departments. She shared that two Health Department staff participated in testifying before the Joint Finance Committee hearings held on April 19th.

Engineering Health Communities Training Opportunity – Discussion/Action: Ms. Nelson reviewed a request for a Health Department staff person to attend a five-day National Conference in Atlanta, GA, noting that the only expense would be the salary for the staff person. All other costs (flight, lodging, meals, and registration) will be covered through the Safe Community Coalition under the Drug-Free Communities Grant. Upon hearing this request, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve covering the cost of the salary for a staff nurse to attend this conference.

March 2017 Program Reports – Discussion: Ms. Nelson reviewed the program report and commented on specific areas where reported numbers seemed to be higher in this report. Board members commented on these areas and inquired about some of the items included in this report.

YTD Fiscal Reports – Discussion: Ms. Nelson shared that the fiscal report through April that showed revenues received are at 57.08% and expenses at 28.84%.

Monroe County Department of Human Services:

Request for New Position Analysis – Economic Support Specialists (2) –

Discussion/Action: Mr. Hamilton reviewed the request for two new Economic Support Specialist positions that the Western Region for Economic Support has agreed to allocate to Monroe County. He reviewed the details contained within the New Position Analysis Request form and addressed Board members' questions about the positions. Following this review, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the request for the two new

Economic Support Specialist positions and forward this request to the Personnel and Finance Committees for their review and action prior to forwarding to the full County Board for their review and action.

Human Services Program and Fiscal Reports/Updates:

Program Area Statistical Reports and Staff Updates – Discussion: Mr. Hamilton updated the Board on the increase in numbers of referrals under the child protective services and subsequent child placements associated with these referrals.

Notice of Budgetary Adjustment – WHEAP & ADRC Integration/Move – Discussion/Action: Following explanation of the need to adjust the budget to include carryover revenues for the Wisconsin Home Energy Assistance (WHEAP) and grant funding the ADRC/Senior Services Integration grant funds, A MOTION WAS MADE BY MARY COOK, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the budget adjustment under the areas noted above in an amount of \$154,437, and forward to the Finance Committee for their review and action.

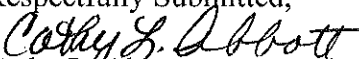
Monthly Financial Report - Discussion: Mr. Hamilton and Ms. Erickson provided a financial report for April indicating the budget was already \$182,150 over budget (-8.5%). He shared that the agency continues to struggle with both adult and child placement costs, and noted that he wanted to make sure Board members were apprised as early as possible that this year's budget was in a significant over-expenditure status. If this continues, Mr. Hamilton noted that he would very strongly be encouraging an increase to the agency's budget for 2018.

2016 Year-End Budget Report – Discussion: Ms. Erickson noted that the final year-end for 2016 resulted in using \$179,915 of the \$300,000 reserved fund, leaving only \$120,000 for use this year to cover overages.

Date of Next Meeting: The next regular monthly meeting of the Health and Human Services Board is planned for Monday, June 5th at 8:30 a.m. (due to a conflict in the Board Chair's schedule) and may be scheduled in the new County Board Assembly Room if it is available. No specific agenda items were noted for inclusion for the June meeting other than the regular reports. Discussion was also held with regard to the status of scheduling the July meeting. It was determined that the meeting date would be changed to Wednesday, July 5th, as a result of the normal meeting date falling on a holiday. It was agreed that if this meeting was not necessary, it could be cancelled at a later time.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY DEAN PETERSON, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 10:17 a.m.

Respectfully Submitted,


Cathy L. Abbott

Administrative Services Coordinator

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