

Monroe County Health and Human Services Board
Meeting of June 5th, 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, Marlene Sund, and Cyndi Wise

Board Members Excused: Sharon Folcey and James Shilling

Staff Present: Jane Jackson, Senior Services, Sharon Nelson, Health Department, Ron Hamilton, Daina Dobbs, Tracy Thorsen, and Cathy Abbott, Human Services

Call to Order: Chairperson David Pierce called the meeting to order at 8:33 a.m.

Approve of Health & Human Services Board Regular Meeting Minutes for May 2nd, 2017 – Discussion/Action: Upon brief review, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board meeting minutes from May 2nd, 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 315 West Oak Street and were informed about the targeted date for the Aging and Disability Resource Center to be actively working in the new location was July 3rd. Also noted were the plans for moving and purchase of furniture, newly available and more efficient work spaces that have been incorporated in the new facility, delays that have occurred in the remodeling project, and plans to schedule the open house for the facility along with the other newly built/remodeled County buildings on September 29th. Mr. Hamilton referenced grant funding that has already been obtained and some pending intended for utilization with the ADRC and Senior Services remodeling and integration costs.

Monroe County Senior Services:

Senior Services Program Reports – Discussion: Jane Jackson informed Board members about transportation and meal program statistics for March and April, along with providing a review about the Celebration of Seniors event held May 25th.

Senior Services Fiscal Reports – Discussion: Ms. Jackson provided a budget report through May indicating the actual year-to-date expenditures at \$119,667 or 34.73% of the overall budget.

Monroe County Health Department:

Notice of Budgetary Adjustment – Preparedness - Discussion/Action: Ms. Nelson informed the Board about funding that was received from the Centers for Disease Control and Prevention through the Wisconsin Department of Public Health Preparedness Program in the amount of \$1,125. These funds are to be used to strengthen the infrastructure and response

for infectious diseases and need to be used no later than June 30th of this year. She noted the funds would allow an additional four days of staff time to review data, and prepare and submit reports. A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the additional revenue in the amount of \$1,125 from the CDC/DPH and forward this adjustment to the Finance Committee for their review and action.

Communicable Disease Funding Update - 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 the Joint Finance Committee has adopted the motion at this time and she indicated that she would keep Board members apprised of future considerations.

April 2017 Program Reports – Discussion: Ms. Nelson reviewed the April 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 May that showed revenues received are at \$513,287 (60.18%) and expenses are at \$313,125 (36.71%).

Ms. Jackson also distributed a copy of the June edition of the Vintage Express newsletter and shared information about an upcoming presentation on Alzheimers at the Memory Café.

Monroe County Department of Human Services:

Presentation on Children and Family Services Unit – Discussion/Action: Daina Dobbs, Supervisor for the Children and Family Services Unit, presented data about juvenile delinquency and child protective services cases in a comparative report from 2007 through this year. She noted specific types of cases per year, along with the numbers of child protective services screen-ins/outs, investigations, placements, and court petitions for termination of parental rights. She noted that there have been twice as many referrals received in 2016, and these are carrying over to this year. A discussion was held concerning the reason for this increase, the impact on the current budget due to high placement costs, stressors caused to existing staff due to high caseloads, legal demands, and time constraints resulting from this high volume of cases, as well as noting a significant turnover in long-term, experienced staff impacting this situation.

Mr. Hamilton foreshadowed that the factors previously discussed are nearing a crisis situation within the agency and not only is he giving strong consideration for a significantly increased budget for 2018 in this area, but also the potential for additional staff to more adequately move children out of high-cost placements, which are negatively and significantly impacting the agency's budget. He noted that most likely this will continue to be discussed in next month's meeting. This item was for discussion only and no action was taken during this meeting.

Update on Child Abuse Neglect (CAN) Reporting Partnership and AB 290 –

Discussion/Action: Mr. Hamilton updated Board members concerning the status of the Assembly Bill 290 that would allow for regional access for child protective services referrals and allow the Child Abuse Neglect Reporting Partnership to continue plans to form the first consortium in the State that will provide these services across the four participating counties. He noted that a vote on the Assembly Bill is expected about mid-June and he would update the Board at their June meeting on the status of this legislative action.

Update on Historic Courthouse – Discussion: Mr. Hamilton provided Board members with information that he had available at this point regarding plans for Human Services to assume the space at the Historic Courthouse. He noted that he has been invited to participate in a walk-through of the facility with the County Administrator and the Building Manager in the next week. He also shared some of his major concerns that he feels would need to be addressed including confidential workspace to meet with clients on delicate and private matters outlined under the HIPAA regulations, a secure and safe entry area, and a recommended single and controlled visitor point of entry. He noted that he would continue to update the Board each month about any further details. Ms. Dobbs left the meeting at this time.

Review and Approval of Intoxicated Driver Appeal Policy – Discussion/Action: Ms. Tracy Thorsen, Supervisor for the Behavioral Health Unit, presented a significantly modified policy for handling the Intoxicated Driver Program appeals. She reviewed changes that were made to the policy and provided detailed information for Board members' consideration. She noted that these changes were made necessary for the agency to comply with State Administrative Code that outlines actions with regard to the Intoxicated Driver Program. Following this review, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the Intoxicated Driver Appeal Policy as presented and discussed. Ms. Thorsen left the meeting at this time.

Human Services Program and Fiscal Reports/Updates:

Mr. Hamilton shared that he would be bringing a recommendation to the next Board meeting concerning funding to allow for purchase of MyEvolv software at a cost of \$244,000 with an amount of \$107,000 having been carried over for the past four or five years and being designated for purchase of this replacement software. He explained the need for the software and noted that specifics were still being gathered and he would be most likely coming forth with a resolution at the June meeting prior to seeking approval from the full County Board to move forward with this purchase request.

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. He also shared that a number of new staff have been or are being recruited in the Economic Support, Clerical, Children and Family Services Unit, and the Aging and Disability Resource Center.

Request for Credit Card Approval - Discussion/Action: A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY DEAN PETERSON, AND CARRIED WITH ALL IN FAVOR to approve the request for a credit card for the new Economic Support Supervisor and forward to the Finance Committee for their review and action.

Monthly Financial Report - Discussion: Mr. Hamilton provided a significantly gloomy financial report for April indicating the budget was already \$306,903 over budget (-10.5%). He shared that the agency continues to really 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 the remainder of the agency's reserve fund (\$120,000) would be depleted along with a significant request for additional funds from the County General Fund. He also indicated that he would be very strongly recommending an increase to the agency's 2018 budget to offset ongoing high-cost placements.

Date of Next Meeting: The next regular monthly meeting of the Health and Human Services Board is planned for Wednesday, July 5th at 8:30 a.m. (due to the holiday being on Tuesday) and will be scheduled in the new County Board Assembly Room. Specific agenda items noted for inclusion on the June meeting agenda other than the regular reports were: a resolution on purchase of MyEvolv software, updates on the Assembly Bill 290, the transition of the three departments to their new facility, planning for the Historic Courthouse, and potential new position requests for consideration.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY CYNDI WISE, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 10:36 a.m.

Respectfully Submitted,



Cathy L. Abbott
Administrative Services Coordinator

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