

Monroe County Health and Human Services Board
Meeting of October 3rd, 2017
Monroe County Justice Center Assembly Room, Sparta, Wisconsin

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

Board Members Excused: Sharon Folcey, James Shilling, and Marlene Sund

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

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

Approve of Health & Human Services Board Regular and Human Services Annual Public Budget Meetings Minutes for September 5th, 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 both the Health and Human Services Board's regular meeting minutes from September 5th, 2017, as well as the Human Services Annual Public Budget meeting minutes from the same date, as presented.

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

Board Member Report – WCA Conference Session “Battling the Drug Epidemic: -

Discussion: Mary Von Ruden provided the Board with information that she had obtained during attendance at a recent Wisconsin Counties Association (WCA) Conference on the topic of “Battling the Drug Epidemic” concerning the misuse and abuse of opiates. She routed copies of documents she received during that presentation, including a sample resolution that County Boards were being encouraged to adopt to join in a lawsuit against opioid medication providers. A significant conversation occurred on this topic and Ms. Von Ruden encouraged this Board to support efforts to align community providers in a stance that would battle this very high-cost, community, impacting epidemic. She noted a program in Sauk County that might also be valuable to research, as well as suggested that a training session be organized for key community leaders and agency providers on this topic.

Aging and Disability Resource Center:

Update on Cataract Nutrition Site – Discussion: Mr. Hamilton shared that proper notification had been sent to all those involved with the Cataract Nutrition Site to inform them of the closing of this site effective October 31st. He also shared reports for July and August on the congregate meal sites, as well as the home delivered meals. Board members commented on other areas where numbers of meals provide are also continuing to be low.

Update on the ADRC Open House – Discussion: Mr. Hamilton and Ms. Nelson commented on the results of the tours provided as part of the County Open House that highlighted the new Community Services Center that houses both the Health Department and the Aging and Disability Resource Center. Mr. Hamilton noted that the State Department representative was present and commented that the facility is one of the warmest and welcoming that she has seen.

Ms. Nelson also shared that an estimated 400 people toured during the Open House and commented on all the hard work that went into personalizing the area and maintaining some of the historic furnishings and equipment that was moved from their previous location.

Aging and Disability Resource Center Program Reports –Discussion: Mr. Hamilton noted the previous reports as discussed earlier in the meeting on meal provided in July and August. He also shared that there was a bus that is currently in need of some major repair and a possibly line item transfer may be necessary in the future to cover the expense.

Senior Services Fiscal Reports – Discussion: Mr. Hamilton explained the fiscal reports for Senior Services as of July 25th noting the revenue at \$538,823 and expenditures at \$77,377 or 46.61% of the budget expended at this point. He noted that over the upcoming several months, efforts will be underway to integrate the ADRC budget as a part of the Human Services budget.

Monroe County Health Department:

August 2017 Program Reports – Discussion: Ms. Nelson reviewed the program statistical report for August denoting that overall it had been a relatively quiet month, which allowed the Department to make application for three grants, i.e., Bader for \$20,000 emphasizing a dementia friendly community, Healthiest Wisconsin for \$50,000 concentrating on nutrition, and the Medical Society for \$5,000 promoting the Harvest of the Month information. Mary Von Ruden provided coverage for a display on drugs during the Open House and indicated her appreciation to Ms. Nelson for assisting in setting up the display.

YTD Fiscal Reports – Discussion: Board members were provided the Health Department's fiscal report for September that indicated \$666,935 or 76.53% of revenue received and \$610,610 or 70.07% expended. This month, she reviewed a more detailed listing of the budget delineated by Public Health, WIC, and Loan Closet programmatic areas.

Monroe County Department of Human Services:

Update on the Historic Courthouse – Discussion: Mr. Hamilton updated the Board that agency administrative staff have conducted a couple of walk-throughs of the Courthouse and have been working on a rough draft layout of how the facility could be retrofitted to meet the Department's programmatic and staffing needs. Work will continue with the County's Building Manager in a concerted effort to maintain the target move date of April 1st, 2018. This will remain an ongoing agenda item during the transition so that Board members can continue to be updated on the project as it proceeds.

Update on Child Abuse Neglect (CAN) Reporting Partnership – Discussion: Mr. Hamilton updated the Board on the development of the four-county partnership, Child Abuse Neglect Reporting Partnership. He indicated that the four counties (Chippewa, Pepin, Taylor, and Monroe Counties) met this past week to recommit their Counties to moving forward with this first partnership developed in the State now that the bill has been signed along with the State budget. The target date for implementation of this partnership will also be April 1st, 2018. This will remain an ongoing agenda item during the transition so that Board members can continue to be updated on the project as it proceeds.

Update on MyEvolv Software – Discussion: Mr. Hamilton reported that NetSmart MyEvolv software kick-off will be targeted to start in late October or early November with a six to eight month implementation period. He also noted that with this and the previously discussed two projects, the agency will be working under very intense circumstances over the next six months.

Human Services Program and Fiscal Reports/Updates:

Program Area Staff Updates – Discussion: Mr. Hamilton highlighted the that interviews have been scheduled next week to fill two Economic Support Specialist positions, as well as noted that there have been 18-19 newly hired staff in WREA since April of this year, with many being in the training phase. A report was also shared on the Economic Support call history for this year.

Request for Line Item Transfer – Discussion/Action: Upon hearing a request to reallocate budgeted revenues for the ADRC Consortium that ended June 30, 2017, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the line item transfer in the amount of \$240,184 as noted above and forward to the Finance Committee for their review and action.

Notice of Budgetary Adjustment – Discussion/Action: An explanation was provided outlining the need for a budgetary adjustment that would reflect revenues and expenditures for the ADRC and Senior Services integration and relocation, as well as the Wisconsin Medicaid Cost Reporting (WIMCR.) Following this discussion, A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to approve the budgetary adjustment in the amount of \$405,084.93 in the areas noted, and forward to the Finance Committee for their review and action.

Request for 2017 New Purchase of Service Contract – Discussion/Action: Upon consideration of the need to establish a contract with the Family and Children’s Center, A MOTION WAS MADE BY CYNDI WISE, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve establishment of a new purchase of service contract with Family and Children’s Center in the amount of \$21,500.

Request for 2017 Purchase of Service Contract Addendum – Discussion/Action: Upon consideration of the need to increase funding for three existing contracts, i.e., Clinicare, Community Care Resources, and SaintA, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve amended purchase of service contracts as noted by an increased amount of \$149,476.

Request for Credit Card Approval – Discussion/Action: With the recent hiring of a Social Service Aide in the Children and Family Services unit, a request was to authorize her an agency credit card with a \$1,000 limit. Upon hearing the request, A MOTION WAS MADE BY MARY COOK, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to approve the request for a credit card as noted and forward to the Finance Committee for their review and action.

Monthly Financial Reports - Discussion: Mr. Hamilton reviewed the financial report for August indicating the budget was continuing to be over budget in an amount of \$410,136 (-7%),

He shared that although the expenditures have leveled off somewhat, both adult community treatment and child residential placements continue to be the driving force behind the upward trend of being over-budget.

He also noted that the salary pay for performance adjustments were added into the 2018 budget and that the agency was instructed to reduce the requested County appropriation by a total of \$150,000 prior to being submitted to the full County Board for their review and action.

Date of Next Meeting and Location: The next regular monthly meeting of the Health and Human Services Board is planned for Tuesday, November 7th at 8:30 a.m. This meeting will be held at the Justice Center Assembly Room in Sparta. Dr. Emma Ledbetter asked to be excused from the meeting as she would be out of the country on a trip. Mr. Hamilton also indicated that he would not be available for the November meeting, but would have another staff person fill in for his portion of the agenda. It was noted that several statutorily required Human Services advisory committees will potentially be announced at the next regular County Board meeting. Agenda items noted for inclusion for the November meeting were the regular reports and program updates as outlined above. Mr. Hamilton also shared that a resolution would be forthcoming to proceed with the CAN Report Partnership in the near future.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY DEAN PETERSON, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 10:30 a.m.

Respectfully Submitted,



Cathy L. Abbott
Administrative Services Coordinator

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