

**Monroe County Health and Human Services Board**  
**Meeting of December 5<sup>th</sup>, 2017**  
**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, Dean Peterson, James Shilling, Marlene Sund, and Cynthia Wise

**Staff Present:** Ron Hamilton, Daina Dobbs, Diane Erickson, Jane Jackson, 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 8:31 a.m.

**Approve of Health & Human Services Board Regular Meeting Minutes for November 7<sup>th</sup>, 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 November 7<sup>TH</sup>, 2017 as presented.

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

**Aging and Disability Resource Center:**

**Congregate and Home Delivered Meal Program Report for October –Discussion:** Ms. Jackson provided the congregate site and home delivered meals activity report for the month of October. She also noted that work had begun on the GWAAR report, a public hearing was set for December 18<sup>th</sup> at the Sparta Barney Center concerning the 85.21 Transportation Grant, and a new eight-page insert, ADRC Connect, has begun publication in the Sparta newspaper. Copies of the November and December publications were provided for Board members.

**Senior Services Fiscal Reports for September – Discussion:** Board members were informed of the fiscal reports for Senior Services as of September 1<sup>st</sup> noting the revenue at \$504,291 and expenditures at \$624,852 or 63.15% of the budget expended at this point.

**Monroe County Health Department:**

**Staffing Update – Discussion:** Ms. Nelson reported that recruitment had been initiated to fill the part-time Public Health Nurse position with four of nine applicants being interviewed. She also noted the resignation of Jennifer Pederson and the increase in hours for Kayleigh Day. Discussion was held concerning the issue with retaining qualified nursing staff when other facilities have a higher salary and additional benefits that are financially more attractive.

**October 2017 Program Report – Discussion:** Ms. Nelson reviewed the program statistical report for October denoting significant areas of significance, and discussion followed about communicable diseases, E-coli, Anaplasmosis, bacterial parasites, flu vaccines administered, and radon testing kits. A discussion was also held regarding the decline in WIC Program participation, with a notation about California’s potential reduction in funding the program due to Federal cuts. Ms. Nelson also reported that Julie Anderson spoke at the Methodist Church regarding the Memory Café, as well as Kayleigh Day commenting on Opioids at a recent County Board meeting.

**November YTD Fiscal Report – Discussion:** Later in this meeting, Board members were provided the Health Department’s fiscal report for November indicating \$758,023 or 86.89% of revenue received and \$762,660 or 87.42% expended.

**Monroe County Department of Human Services:**

**Presentation on Foster Care and the Child Welfare System – Discussion:** Daina Dobbs presented a report on Foster Care and the Child Welfare System compiled by the speaker’s Task Force on Foster Care that addressed the increase in Children in Need of Protection (CHIPS) cases throughout the Western Region. The report identified the high number of children in out-of-home placements in the region, as well as the increasing associated costs. She noted the increased workload from State requirements, insufficient number of foster homes, and loss of Social Workers to other facilities as a result of the stressors. Ms. Dobbs also shared other complicating factors that impact higher out-of-home placements including mental illness, substance abuse, and drug related activities. She noted that the average number of cases for Social Workers in Monroe County were higher than most counties in the Western Region. It was also noted that an increase in funding from the State is anticipated in the next two years; however, the amount that will be available to Monroe County is yet unknown.

**Update on Child Abuse Neglect (CAN) Reporting Partnership – Discussion:** Mr. Hamilton reviewed the status of the four-county Child Abuse Neglect Reporting Partnership, specifically addressing the intended four staff positions that would be incorporated in the Partnership. He also provided and reviewed handouts that outlined the governance and workflow for processing Child Abuse and Neglect reports, as well as addressed concerns expressed by one Board member about the potential for losing valuable positions in the Department as a result of this process.

**Resolution for Human Services to Join the CAN Reporting Consortium - Discussion/ Action:** Following discussion of the previous two agenda items, a resolution was presented to authorize Human Services to join the Child Abuse Neglect (CAN) Reporting Consortium. Mr. Hamilton addressed the fiscal impact associated with participating with the Consortium. Dr. Emma Ledbetter asked to be excused from the meeting at 9:45 a.m. Ms. Von Ruden shared her reservations for proceeding with the combined effort due to the impact on current staff, especially considering the increased caseload. At this point, Board member James Shilling CALLED FOR THE QUESTION AND MADE A MOTION to accept the resolution as presented. The RESOLUTION WAS ACCEPTED WITH SEVEN VOTING YES, ONE OPPOSED, AND ONE ABSENT.

**Update on the Historic Courthouse – Discussion:** Mr. Hamilton provided copies of floor plans that were developed by Human Services' Administrative staff and updated the Board about progress with the demolition and painting. He outlined the work that has gone into developing a plan for staff on the three floors that seems to work the best for the Department. He also indicated that ongoing work will continue throughout the next three months in preparation of the agency's move in April.

**Update on MyEvolv Software – Discussion:** Mr. Hamilton shared that several agency staff have been involved with regular conference calls and interactive on-line training sessions in the effort to continue with the development of the MyEvolv software targeted to "go-live" July 1<sup>st</sup>.

**Approval of Fee Setting Policy and 2018 Rates/Fees – Discussion/Action:** Mr. Hamilton reviewed the minor changes to the Fee Setting Policy and noted the changes in Case Management/Direct Service hourly rates. Following review, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the Fee Setting Policy and 2018 Rates/Fees as presented.

#### **Human Services Program and Fiscal Reports/Updates:**

***Program Area Staff Updates – Discussion:*** Mr. Hamilton noting pending recruitments, staff recently hired, and those who have resigned. Also provided were program statistics for Behavioral Health, Children and Families, and Economic Support programs.

***Request for 2017 Purchase of Service Contract Addendums – Discussion/Action:*** Upon consideration of the need to amend six contracts, A MOTION WAS MADE BY MARY COOK, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the addendums to the purchase of service contracts with Northwest Passage, Longview Home for Boys, Children's Service Society, Stein Counseling, SaintA, and Flock's Guardians for a total increased amount of \$18,520.

***Request to Initiate 2018 Purchase of Service Contracts – Discussion/Action:*** Upon review of a listing of purchase of service contracts being recommended for initiation in 2018, A MOTION WAS MADE BY CYNDI WISE, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve initiating the 15 purchase of service contracts for 2018.

***Monthly Financial Report - October - Discussion:*** Ms. Erickson noted a financial report for September indicating the budget was continuing to be over budget in an amount of \$403,099 (-5.5%.) Ms. Erickson reviewed the fiscal report noting areas that were exceeding the budget.

**Date of Next Meeting and Location:** The next regular monthly meeting of the Health and Human Services Board is planned for Tuesday, January 2<sup>nd</sup> 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 January meeting were the regular reports and program updates.

**Adjournment:** With no further topics for discussion in this meeting, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY MARY VON RUDEN, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 10:40 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cathy L. Abbott".

Cathy L. Abbott  
Administrative Services Coordinator

/cla