

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: January 10, 2011, 5:00 p.m., County Board Gallery, Baraboo, WI

Members Present: Alexander, Bowers, Fabisiak, Dippel, Fordham, Vertein, Sinklair, Lombard, Stoeckmann

Members Excused: None

Members Absent: None

Others Present: Orth, Brattset, Box

Chair Alexander called the meeting to order and certified compliance with the Open Meeting Law.

Motion by Fordham, seconded by Fabisiak to adopt the agenda. Motion Carried.

Motion by Dippel, seconded by Vertein to approve minutes of the previous meeting. Motion Carried.

Public Comment

None.

Communications:

None

Business Items:

- A. Review and Approval of Monthly Vouchers: Box distributed the monthly voucher report (see attached) and noted Administration was up due to billing of November and December, as well as travel for year end. Community Treatment was up due to two vendors with multiple month expenses. Institutions were down due two ended CCI placements. Income Maintenance was down due to less funerals and medical transports this month. Fordham asked if delayed billings are a problem. Box indicated no. One vendor had to have a contract and answer questions; otherwise they are no more than one month late due to insurance payments. Motion by Fabisiak, seconded by Dippel to approve the monthly vouchers in the amount of \$1,212,521.17. Motion Carried.
- B. Review Quarterly Board Reports: Box distributed the quarterly board reports (see attached) and alternate care statistics report, noting that there was about \$400,000.00 in savings and the handouts compared statistics back to 2006. Juvenile Corrections are also low this year compared to years previously. The volatile line report projected year end looks to be about \$99,000.00 favorable to budget. Inpatient was down and child alternate care was down. There was some minor increase in adult residential and FPI utilization.
- C. Approval for Two Data/Fiscal Staff to Attend the NetSmart CMHC National Conference May 16-19, 2011: Orth noted that CMHC has an annual conference that staff historically attend. Box reported that multiple staff have attended in the past and that this year it would be advantageous to send two people to this National Conference in Florida. Orth indicated that the request was for two staff to be sent to Florida for this training. It is an important role in the Department for Data/Fiscal services. In addition, future issues include: electronic records and converting as part of this training. Estimated cost of \$2,350 would cover most costs for 3-4 nights, air fare and registration for the conference. This ultimately would be cheaper than hiring consultants to perform these tasks for the department. Motion by Bowers, seconded by Vertein to approve the conference for two Human Services departmental employees. Sinklair noted usually he is against out of state training, but this type of training supports direct utilization in the Department, I support this type of training. Bowers he indicated that he thinks it is an important training and over time there has been benefit from previous trainings. Motion Carried.

- D. Approval to Fill Vacant RN Position in the Community Support Program: Orth spoke about the CSP Program and the fact that Allen Frank, RN, is retiring. Orth indicated that he is going to the Personnel Committee Friday and will seek retaining this position with a transition of a nurse who was displaced due to Family Care being called back. Motion by Stoeckmann, seconded by Sinklair to approve this position. Lombard asked if this is someone that is currently getting unemployment. Orth stated, yes. Motion Carried.
- E. Approval of 2011 State/County Contracts: Box distributed a worksheet on the State/County Contracts (see attached) and reviewed various 2011 contracts. The total of the contracts is \$5,974,126.00. Lombard asked if all of these are contracts from previous years. In addition, how much is this in the budget? Box indicated that the vast majority, if not all of it. Lombard asked how these contracts compare to last year. Box indicated she would compare, but there are slight increases in Social Services and Child Care. Energy Assistance is sum sufficient. Box noted that W2 is less and continues to go down annually. Motion by Lombard, seconded by Fabisiak to approve the State/County Contract. Motion Carried.

Department Updates:

- A. Public Health Finance Position: Orth spoke about a recent CMHC demo done by Human Services and Lynn Horkan. He further explained that there were good questions asked. Public Health wants more information regarding the billing process as it relates to electronic records. Orth indicated that Cindy Bodendein and Steve Pate will meet to discuss and compare pros and cons of CMHC versus other systems that might be available for billing. For example, the Health Care Center has a billing system that differs from CMHC. This coming Wednesday there will be a demo to discuss various billing options. Horkan will begin to gather information from each agency to discuss MA billing options. Orth will update the committee in the future on this process.
- B. Clark County Health Care Center: Orth reported that Clark County Health Care Center is developing a consortium of counties like Lakeview and Clearview. It is located in Owen, Wisconsin and Sauk County Department of Human Services has two people currently placed there, but do not use this facility often due to it's location being a significant distance from Sauk County. Orth indicated that he keep the board updated on the effort to see if would be worth being a member of this consortium.
- C. Southwest Family Care Alliance Transition: Orth noted that the SFCA has moved to new offices and the transition has occurred. In addition, Orth noted that unemployment costs will be brought to the SFCA Board in February 2011 for discussion and determination of payment of these costs. Orth will update the Human Services Board after the meeting to discuss the outcome of those deliberations.
- D. Meeting with Governor Elect's Transition Team: Orth noted that WCHSA has met with the Deputy Director of Governor Walker's transition team. Orth further described that issues important to Human Services were outlined and the meeting went well overall. In addition, Orth indicated that there has been some discussions to expect some costs, the specifics are not yet known. It will be likely determined in the middle of 2011 as a new state budget is drafted. Orth indicated he anticipates the second half of 2011 will include some budget cuts. WCHSA representatives have some suggestions regarding changes for administrative processes and certain programs such as Birth-to-Three being underfunded, billing from mental health institutes and alternative care from school districts to pay for school costs. In addition, some discussions regarding legislative changes potentially for emergency detention regarding children and being able to serve these children in residential or other settings rather than institutions. Lastly, some requests for a decrease to annual reporting rather than quarterly reports for some grants and other fiscal relationships with the state. These will be passed on to the new Secretaries in the future for continuing discussion.

- E. New Secretaries: Orth distributed a summary of the new Secretaries appointed by Governor Walker (see attached). In addition, the Department of Health Secretary will be Dennis Smith and the Department of Children and Families Secretary will be Eloise Anderson. At this time, there has been some initial discussions with staff of the Secretaries, and Orth will keep the Human Services Board updated as to discussion with the new Secretaries.
- F. Day Treatment: Brattset reported that the Sauk County Department of Human Services, CESA V, Lutheran Social Services (LSS), Sauk-Prairie Schools Day Treatment Project is close to starting. LSS has obtained state licensure and MA billing numbers. The start date for this program is estimated to be mid February 2011. Brattset will keep the Human Services Board updated as to this program.
- G. Vehicle Purchase: Brattset reported that there have been discussions with the Transportation Manager regarding getting a grant vehicle. There are some challenges with this process, including which vehicles may be available at this time as sedans seems to be hard to obtain and the use is restricted to only consumers. It may be that it makes sense to explore additional purchasing options through the state or directly. Additional check-ins will occur with the Human Services Board in the future.

The next meeting of the Sauk County Human Services Board is scheduled for Monday, February 7, 2011 at 5:00 p.m.

Motion by Bowers, seconded by Lombard to adjourn. Motion Carried.

Andrea Lombard