

MINUTES  
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: July 12, 2010, 5:00 p.m., County Board Gallery, Baraboo, WI

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

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 Dippel to adopt the agenda. Motion Carried.

Motion by Stoeckmann, seconded by Sinclair 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 and reported that Contracted Labor was up due to the billing of hours in this month. Administration was up due to some additional employee education and office supplies. Community Residential was down due to multiple months of payments. Community Treatment was up, due to multiple expenses to several vendors due to contracts getting completed. Institutional was up due to a new client entering the facility. Income Maintenance was down due to a decrease in funeral and MA transportation costs. Accounts Receivable was also down due to a cost share agreement adjustment. Motion by Bowers, seconded by Lombard to approve the monthly vouchers in the amount of \$1,147,761.77. Motion Carried.
- B. Organizational Analysis Discussion - TMG Staff Heidi Pankoke, Gerry Born: Orth introduced Heidi Pankoke and Gerry Born from TMG. A review of the study was given (see attached work plan). The study timeline was reviewed as well as content regarding the outcome of the study and particularly how this study could be used to increase the quality and efficiency of services in the Human Services Department. Ms. Pankoke asked what would be the Board's expected outcome? Stoeckmann replied that this is an opportunity to look at improvement, short and long term goals and relationships with other departments. Ms. Pankoke stated that there is a key issue in this Department related to changed. For example, the timing of this is important due to Family Care. Fordham commented not so sure it is driven by dollars, but smart fiscal management is important, especially in a Department this large. Ms. Pankoke asked if there were fiscal pressure points. Sinclair commented that he is concerned about the state budget and decreased resources. How can the Human Services Department position to mitigate state cuts? Lombard commented a lot of churches and other groups have provided social service type activities, are they able to do this more? Ms. Pankoke indicated that partnering in other agencies is important as well as the focal point of revenue maximization. Ms. Pankoke asked what the Board's perception of the organization of the Department and any change to operate it more efficiently? Fordham indicated historically there has been some efforts to discuss Public Health being combined into Human Services, but she thinks the ADRC is required to stand alone. Ms. Pankoke indicated that they are looking at points of intersection in the study about the extent that the Veteran's Department and Child Support as well. Ms. Pankoke stated, looking at the governance model, how do you see the county coordinating oversight of governance? Stoeckmann stated, there have been functional groups for several years. Ms. Pankoke asked if there was any talk at County Board level functional groups? Stoeckmann stated that no, but that would be an interesting concept to explore. Ms.

Pankoke stated that the administrative functional groups may be at a point to need board level direction and organization. Stoeckmann commented that Human Services has good leadership in it's leaders. Ms. Pankoke asked are there aspects of current Human Services structure that should be preserved and are there areas that should be better? Alexander commented Department Head interface, sharing services, and information could be looked at. Ms. Pankoke stated that sometimes fiscal constraints can cause creativity but it can often also cause departments to be entrenched in their own areas. Ms. Pankoke reviewed some goals (see attachment, page one A-E). If Board members have further thought, Ms. Pankoke indicated that they can e-mail these thoughts. In final comment, Bowers noted that as a citizen member, it is challenging at times to not know information that County Board members know. Communication increase would be important.

**Closed Session:** Pursuant to Wisconsin Statutes § 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Performance evaluation of the Director of the Department of Human Services.

**Reconvene to Open Session:** Motion by Bowers, seconded by Dippel to return to Open Session. Motion Carried

- C. Human Services Reserve: Orth spoke about the current reserve of \$1,386,907.62, and the suggestion to increase it to an even \$1.4 million. The Finance Committee has approved this contingent on the Human Services Board's approval. Motion by Fordham, seconded by Vertein to increase the reserve to \$1.4 million with the balance of \$137,000 going to the General Fund. Motion Carried.
- D. Emergency Flood Assistance - (Update on last month's discussion): Orth noted that CWCAC had followed the Human Services Board's direction of last month and the opinion of the professional was that the flood did not necessarily cause the failure, but it certainly expedited the failure of the sewer system. Lauri Lindell from CWCAC was inclined to approve with a 5% owner pay for a holding tank. The total cost would be approximately \$7,675.00. Orth noted that he would approve this action.

**Department Updates:**

- A. Family Care - SFCA Future Direction: Orth spoke about the Power Point that was provided in the Human Services packet with the agenda (see attached). Review of models A, B, and C (page one from the attached handout) was done. Model A was a potential of \$1.8 million dollar deficit and therefore is all but eliminated. Model B increased staff ratios resulting in significantly less deficit, approximately \$18,000.00. This could be workable over time. Model C indicates the same increase in staff ratios switched to Southwest Family Care Alliance hiring the staff. Major cost savings would be recognized from this efficiency with a potential savings of about \$124,000.00. These options will be considered by the Southwest Family Care Board on 7/19/10. Orth noted that prior to that meeting, the directors of counties have an interest in keeping staff (Plan B) and will work with some suggested amendments which would allow service across county lines. For example, residents just across county lines would be able to be served more efficiently. Fordham noted that during the presentation of these options one director feels like they have been stabbed in the back. There may be some level of challenge in working for the county versus Southwest Family Care Alliance in having two masters. Orth noted that this shift is difficult. Directors must support the practice changes to managed care. He further spoke that Sauk County has been able to practice the shift to managed care with staff and supervisors, however, other counties may not have managed this as effectively. Orth also noted that if Southwest Family Care Alliance takes the employees over as in Plan C, about \$137,000 from Human Services budget will be decreased from administrative costs currently received by Southwest Family Care Alliance. Stoeckmann noted that as Southwest Family Care Alliance matures evolution will possibly ultimately be Plan C anyway, but possibly in a more timed evolution. Sinklair asked if there could be a Plan B-C hybrid which would occur over time with perhaps a shift to Plan C. Orth indicated that some counties have expressed interest in this same idea.

- B. 2011 Budget Process: Orth noted that meetings have occurred with area managers on initial budget development for 2011. Box is summarizing these numbers at this time. The budget will be presented to the Human Services Board in August . Orth indicated that the state budget is potentially a concern due to the decrease in state aids and also the somewhat difficult issue of determining the exact budget due to the change in administration.
- C. Telehealth Grant: Brattset reported that Sauk County Department of Human Services has recently been awarded a state grant for telecommunication equipment. This grant, approximately \$12,000, is being used to purchase equipment that will allow Sauk County Department of Human Services to be able to do teleconferences with outside facilities such as Mendota, Winnebago and other facilities. This will ultimately save in staff time and money in transportation costs. MIS is currently working on ordering the equipment.

The next meeting of the Sauk County Human Services Board is scheduled for Monday, August 2, 2010 at 4:30 p.m.

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

Andrea Lombard