

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: December 11, 2017, 4:00 p.m., Room 213, West Square Building, Baraboo, WI

Members Present: Joan Fordham, John Miller, James Bowers, Peter Vedro, Julie Fleming, Jean Berlin, John Deitrich, Clark Pettersen, Beverly Vertein

Members Excused:

Members Absent:

Others Present: Brattset, Box, Lori Dee, Cindy Jones, Hilary Frey

Chair, Joan Fordham called the meeting to order and certified compliance with the Open Meeting Law.

Motion by Jean Berlin, seconded by Beverly Vertein to adopt agenda. Motion Carried.

Motion by Peter Vedro, seconded by John Deitrich to approve the minutes for the previous Human Services Board meeting held on November 6, 2017. Motion Carried.

Public Comment:

None

Communication:

- a. Board Materials: Distributed electronically

Business Items:

- a. Review and Approve Monthly Vouchers: Distributed electronically. Stephanie Box reviewed the Monthly Voucher Report.

John Miller arrived at 4:01 p.m.

Motion by Beverly Vertein, seconded by Clark Pettersen, to approve monthly vouchers in the amount of \$1,745,278.51. Motion carried.

- b. Accounts Receivable Report: Stephanie Box distributed and reviewed the Accounts Receivable Report for October 2017.

James Bowers arrived at 4:04 p.m.

- c. Approval for Collection Requests: Motion by John Deitrich, seconded by Jean Berlin, to approve sending 31 accounts to Credit Management Control for \$14,852.83. Motion carried.

- d. Monthly Reports: Distributed electronically. Stephanie Box discussed the October 2017 Volatile line report.

- e. Approve 2018 DHS State/County Contract Covering Social Services and Community Programs: Discussed the programs covered in the contract. Motion by John Miller, seconded by Peter Vedro to approve 2018 DHS State/County contract covering Social Services and Community Programs of an allocation of \$2,578,158.00. Motion carried.

Department Updates:

- a. AVATAR Update – Stephanie Box: Dan stated Human Services implemented AVATAR, an electronic health record, in 2015. There is still some work to do and includes looking at a future interface with contracted agencies. Stephanie discussed the previous program, CMHC, which was

used for 30+ years and was our data/financial system but did not include an electronic health record. We received notification in 2012 of the sun setting of the CMHC system and the need to look for a new system. Our licenses were transferred to AVATAR for free. We went live in March 2015 with all programs except Income Maintenance, Child Protective Services, and Juvenile Justice who have their own electronic record systems. We are able to do real time billing when the appointment is entered into the electronic log, notes are entered, and then billed out. We did experience some struggles with Netsmart with their staff turnover but have made good progress. Our doctors use e-prescribing and are looking at adding electronic lab orders. Recently updated software with Perceptive scanning. There were a few issues but have been conferencing with the company and our MIS Department to try and resolve. We have been able to interface AVATAR to Quantum and then to the County's system. An internal help desk has been set up for AVATAR users who can reset passwords, resolve printing issues, and help with progress note corrections. There is more work being done to streamline and eliminate duplicate work by expanding AVATAR use and moving away from an Access database. We are exploring MModal speech recognition system to replace transcription and the Dragon Speak speech recognition currently being used.

Discussed confidentiality.

Peter Vedro brought up tax reform plan and Joan Fordham asked this to be put on next month's agenda.

Next Meeting: James Bowers requested a meeting time change. The next meeting of the Sauk County Human Services Board will be January 8, 2018, at 4:15 p.m. in Room 213.

Public Comment

None.

Motion by James Bowers, seconded by John Miller, to adjourn at 5:01 p.m. Motion Carried.