

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
January 8, 2009

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on January 8, 2009 by Jeanetta Kirkpatrick in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Betty Havlik, Daniel Carroll, Dr. Jenny Myszkowski, Jeanetta Kirkpatrick, Marilyn Rinehart, Paul Kinney, Ray Schmitz, Robert Holets, and Walter Gust.

Others Present: Angie Rizner, Christy Duhr, Gary Ilminen, Linda Symons, Lois Martin, Marianne Stanek, Patrick Metz, Randy Jacquet, and Tracy Thorsen.

Approval of Amended Agenda and Posting: Motion by Walter Gust, seconded by Paul Kinney to approve the amended agenda and proper posting. Motion carried.

Approval of Minutes: Motion by Betty Havlik, seconded by Robert Holets to approve the Board Minutes. Motion carried.

Citizen Comments: None.

Approval of 2009 Veterans Service Office Grant: This item was tabled.

Approval of Health and Human Services Vouchers: The Richland County Health and Human Services 2008/2009 Voucher Report was distributed and reviewed by Ray Schmitz. Linda Symons reported that \$250 in shopping cards were purchased from Wal-Mart for guest speakers at the ADRC Stepping On Training. Motion made by Ray Schmitz, seconded by Paul Kinney to approve the 2008/2009 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

2008/2009 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2008 Expense Reports	67	\$14,139.20
Richland County Health and Human Services – 2008 Vouchers	42	\$33,076.88
Richland County Health and Human Services – 2008 Prepaid Vouchers	16	\$6,379.69
Richland County Health and Human Services – 2009 Vouchers	3	\$3,132.07
TOTAL	128	\$56,137.35

2008 Budget Update: Patrick Metz reported that the 2008 budget is not being presented today, as the County Clerk's Office was not able to offer updates with the meeting being held so early. Patrick Metz noted that the status of the 2008 budget has not changed from what was previously presented.

2009 Budget Update: Randy Jacquet stated that the unit managers have reviewed their 2009 budgets again and are prepared to report on any changes that have occurred since the budget was developed.

Lois Martin reported that CMO enrollment remains stable; however, two new reporting systems have been implemented by the Southwest Family Care Alliance (SFCA) and management is uncertain what this would mean for our staff. The MIDAS and WPS systems force providers of the SFCA to enter claims through these complex systems.

Tracy Thorsen stated that the Clinical Services Unit is working on maximizing revenues and managing placements. At this time, there are two unbudgeted placements anticipated to last for two months and could cost nearly \$20,000 in 2009.

Christy Duhr noted that the Economic Support Unit remains stable. There are no changes noted in the future, however, revenues coming in are quite slow. Jeanetta Kirkpatrick requested a breakdown of how many citizens receive Badger Care and Food Share. Christy Duhr stated that she would report on these at the next meeting.

Marianne Stanek reported that she is not anticipating any changes for the Public Health Unit or Nutrition Program. The incoming revenues are being monitored very closely.

Gary Ilminen stated that the Regional Aging & Disability Resource Center (ADRC) is watching revenues coming in very closely. Hiring for the vacant Quality position is being postponed at this time.

Linda Symons reported that the local ADRC office remains stable. The opening of a local Dialysis Clinic in March would reduce mileage costs paid through the unit and all mileage is being watched very closely.

Randy Jacquet spoke on the behalf of Lori Thuli, Children's Services Unit Manager, and reported that the unit does have an unbudgeted placement occurring this month in a child caring institution. The costs for this placement are \$252/day and we are uncertain how long the placement will continue. Additionally, a second placement in a juvenile corrections facility has continued into 2009 and we are uncertain when the State will permit the individual to leave the facility. There has also been an appeal to the recent Termination of Parental Rights (TPR) case. Discussion was held regarding whether or not the agency could directly bill the families of these children for the placement costs.

Discussion was held regarding the current issue the State is facing with funding shortfalls. It was noted that the agency is uncertain what the State budget is going to offer us, and it is too early to anticipate.

Patrick Metz reported that there are two additional unbudgeted issues affecting the 2009 budget. The 2009 annual year has 27 pay periods compared to 26 previously. This extra pay period would affect the 2009 Health and Human Services budget by nearly \$238,000. Discussion was held regarding this being a potential county-wide issue and the County

Finance Committee will have to address how to handle this appropriately. Patrick Metz also reported that we just received notification that county dental insurance also increased in 2009 and this would affect the Health and Human Services budget by approximately \$15,000 - \$20,000.

Patrick Metz stated that the presentation of the 2009 budget is being adjusted to offer the Board a more accurate picture of where the budget stands every month. This includes a more thorough review of the incoming revenues. Randy Jacquet stated that the agency would also be consulting with Vig and Associates, county auditors, to ensure they approve of the new system.

Discussion was held regarding how the agency budgets for historic placement costs. Tracy Thorsen stated that this has been difficult. We review historic placement costs, but if these placements do not occur, we could have reduced staff or programs unnecessarily in order to meet historic placement costs. The agency is down to the bare minimum of positions and programs to cut. We have cut any "cushion" we have had in the past to cover unexpected costs. Ray Schmitz questioned whether or not the State offers an insurance policy for placements similar to what they have offered the SFCA for expensive client services.

Ways to Reduce Board Costs: Jeanetta Kirkpatrick stated that the County Finance Committee is looking at ways to reduce costs county-wide and various items are being considered. Jeanetta Kirkpatrick previously discussed with Randy Jacquet the need to hold monthly Health and Human Services Board meetings and it was determined that this is necessary since the consolidation of various committees into the Health and Human Services Board. Jeanetta Kirkpatrick questioned if treats were necessary for these Board meetings. Jeanetta Kirkpatrick questioned if it is necessary for some Board members to receive two \$30.00 per diems; one for attendance at the 9:00am Finance Sub-Committee meeting and then one for attendance the 9:30am Health and Human Services Board meeting. Discussion was held regarding both these suggestions. It was determined that the per diem question is a county-wide issue and needs to receive legal counsel interpretation regarding posting public meetings. It was determined that this agenda item should be placed on the next agenda for further consideration.

Approval of 2008 Contract Amendment (Mailout #1): Randy Jacquet reported that this 2008 contract is once again in need of amendment. It was noted that this contract has come before the County Board twice already and the TPR case exceeded the anticipated costs. It was noted that the costs associated with the TPR case appeal would be in 2009. Patrick Metz noted that approximately \$87,000 would be received from a State IV-E legal reimbursement grant.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2008 AMENDED HHS CONTRACT/AGREEMENT APPROVAL (1-8-09)		
ATTORNEY HENRY PLUM	<p>Due to an unforeseen degree of complexity in TPR cases by the Children's Services Unit and a previously unknown need for a new and complex CHIPS matter. It is anticipated that the agency will receive IV-E Legal reimbursement from the State for nearly 75% of these attorney fees. This will require County Board approval. (Wauwatosa)</p>	<p><i>Original Contract Amount: \$60,000. Amended to: \$96,000.</i></p> <p>To a total contract amount not to exceed \$125,000.</p>

Motion made by Robert Holets, seconded by Walter Gust to approve the amended 2008 HHS contract and forward it onto the County Board for approval. Motion Carried.

Approval of YouthBuild Grant Application (Mailout #2): Randy Jacquet noted that this item was being revoked, as we just received notification that Southwest CAP was applying for this grant for the entire area.

Richland County Nutrition Program Update: Marianne Stanek reported that the Cazenovia Meal Site has been experiencing some changes recently and the Weston School District began preparing the meals temporarily this week at \$3.40/meal.

Production Services Building Update: Randy Jacquet stated that the County Finance Committee approved the utilization of the Production Services Building by the Association for Retarded Citizens (ARC). As previously presented to this Board, the facility would be used as an Activity Center to provide a safe location for social interaction and organized activities for retarded citizens of the community. Jeanetta Kirkpatrick noted that a monthly fee of \$200 would be collected for upkeep at the facility and an annual lease would begin after the February County Board. Jeanetta Kirkpatrick noted that the County Finance Committee and County Board would be removing Health and Human Services from all future responsibility and expenses related to the Production Services Building.

Randy Jacquet reviewed the survey that was recently performed on the Production Services Building and it was determined that the facility is not in the flood plain. A number of documents are being forwarded to FEMA to remove the facility from the flood plain. Randy Jacquet stated that the City of Richland Center may reimburse us for the expenses related to removing the facility from the flood plain map.

Community Services Building Expansion Update: Randy Jacquet reported that the bid opening is scheduled for Wednesday, January 28, 2008 at 3:00pm in Conference Room A of the Community Services Building. Randy Jacquet noted that Larry Fowler, Woodland Consultants, reported that 20 blueprints were submitted to interested general contractors and at this time 9 are very interested in bidding on the project. Randy Jacquet reported that once the bids are received and opened, the County Finance Committee and Health and Human Services Board must meet to review the bids and offer a recommendation to the County Board for consideration during the February 17th session.

Randy Jacquet stated that he spoke with Larry Fowler regarding the tabling of his request for additional monies in relation to this project. Randy Jacquet advised Larry Fowler that if he wishes to pursue this he should come before the Health and Human Services Board himself to fully explain the reasons why he feels an adjustment to his fees are warranted.

Special Joint HHS/Finance Board Meeting on February 13, 2009: Randy Jacquet recommended that a special joint Health and Human Services Board and County Finance Committee meeting be scheduled for 9:30am on Friday, February 13, 2009 in the Main Conference Room of the Community Services Building. Motion made by Paul Kinney, seconded by Robert Holets to approve a Special Joint Health and Human Services Board and County Finance Committee meeting on February 13, 2009 at 9:30am. Motion carried.

Convene in Closed Session Per Wis. Statutes 19.85(1)(C) to Complete the Annual Performance Evaluation of the Director: Motion made by Walter Gust, seconded by Robert Holets to convene in Closed Session per Wis. Statutes 19.85(1)(C) to complete the annual performance evaluation of the Director. Role Call Vote. Motion carried.

Return to Open Session: Motion made by Betty Havlik, seconded by Paul Kinney to return to Open Session. Motion carried.

The next regular Board meeting is scheduled for Thursday, February 12, 2009 at 9:30 a.m. at the Community Services Building. The Finance Sub-Committee will meet at 9:00 a.m.

Adjourn: Motion by Paul Kinney, seconded by Ray Schmitz to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor