

**MINUTES**  
**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**August 3, 2009**

The Special Budget Meeting of the Richland County Health and Human Services Board was called to order at 1:30 p.m. on August 3, 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, Fred Clary, Jeanetta Kirkpatrick, Marilyn Rinehart, Paul Kinney, Ray Schmitz, Robert Holets, and Walter Gust.

Members Absent: Dr. Jenny Myszkowski.

Others Present: Angie Rizner, Barb Scott, Bonnie Tydrich, Char Gald, Cheryl Ketelhut, Christy Duhr, Deanna Riska, Diane Cox, Erin Miess, Gary Ilminen, Jenny Havlik, Karee Gander, Katie Erb, Linda Symons, Lois Martin, Lori Thuli, Marcia Erickson, Marianne Stanek, Patrick Metz, Randy Jacquet, Sheila Kitsembel, Tracy Thorsen, and Windy Goodman.

Approval of Agenda and Posting: Motion by Walter Gust, seconded by Robert Holets to approve the agenda and posting. Motion carried.

Citizen Comments: None.

Review the 2009/2010 Health and Human Services Budget Reduction Options: Randy Jacquet reported that the original intention of this meeting was to present and approve a 2010 budget; however, this was too much of a task to present an accurate picture right now given all the unknown variables. Randy Jacquet stated that this meeting would be a “step in the process”. Another Health and Human Services Board meeting is scheduled next week and we would like to discuss this topic again at that time. Randy Jacquet reinforced that we do need to implement cuts for 2010 now, in order to benefit from the full savings next year and to reduce an expected 2009 deficit.

Randy Jacquet distributed a handout that outlined the Health and Human Services 2010 Budget anticipated shortfall and reviewed the revenue losses and additional expenses that the department is facing.

Lower Revenues

State Budget	\$64,978
Mental Health Quality Improvement Grant	\$59,000
Title IV-E Incentive (Children’s Services Unit)	\$68,746
Alzheimer’s Family Caregiver Support Grant	\$3,565
Client Revenues Re-estimation	<u>\$120,000</u>
Total Revenue Losses:	\$316,289

Additional Expenses

Children's Unit - Out of Home Placements (over 2009)	\$182,444
Adult Mental Health Residential Placements (over 2009)	\$66,187
Children's/Mendota/Winnebago Costs from State Budget (historical average 35%)	<u>\$159,000</u>
Subtotal:	\$407,631
10% Net Health Insurance Increase (based on current contributions)	<u>\$56,429</u>
Total Additional Expenses:	\$464,060
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Anticipated Shortfall:	\$780,349

Lori Thuli distributed a handout that reflected the out of home placement trends. Discussion was held regarding the number of children anticipated for placement in 2010. Lori Thuli noted that this is not an exact science, but using their professional judgment, they anticipate 6 kids may be placed in group homes for 2010. It was noted that the agency is budgeting \$182,444 more for 2010 Children's Services Unit placements and \$66,187 more for 2010 Adult Mental Health Residential placements. Randy Jacquet noted that these placements are not necessarily a recent increase in expenses, but have never been adequately funded in the budget previously.

Discussion was held regarding the cash flow issues that the county will be facing with the new State reimbursement delays. Patrick Metz reported that approximately 25% of the State Basic County Allocation (BCA) will be paid up front to the counties and another disbursement would be postponed until July.

Randy Jacquet noted that the anticipated shortfall for 2010 does not include smaller increases in daily expenses, so it is anticipated that the \$780,349 would increase; however, after unit adjustments were made (excluding staff/program reductions) the anticipated shortfall decreased to \$692,526. Randy Jacquet reported that after the staff/program reductions being discussed today are made, the agency would still project a deficit of \$446,996 for 2010.

Approve the 2009/2010 Health and Human Services Budget Reduction Measures: Randy Jacquet distributed a handout that reflected 2009/2010 staff budget reduction measures totaling \$245,530. The following 7 positions were included in the reduction measures:

2 - CCS Clinicians	Clinical Services	\$65,116
Foster Care Coordinator	Children's Services	\$33,970
Family Preservation Worker	Children's Services	\$60,756
Public Health RN	Public Health/ADRC	\$26,750
ADRC Supervisor	ADRC/Administrative Services	\$48,000
Nutrition Driver	Public Health	<u>\$10,938</u>
	Total Reductions:	\$245,530

Lori Thuli distributed a handout that summarized all the staff changes the Children's Services Unit has experienced from 2007-2010. Lori Thuli stated that for 2010 the unit is proposing transferring one of the five social workers duties from CPS/JJ to Family Preservation, Foster Care, and Independent Living work; a second vacant CCS Clinician position has not been filled; the unit is proposing hiring a leased part-time Case Manager for the Children with Disabilities Program; and a Confidential Administrative Secretary position would no longer support the unit.

Randy Jacquet announced that the agency is also proposing a reorganization of the Administrative Services Unit which offers more flexibility to meet the needs of the agency, not just the needs of each individual unit. Randy Jacquet noted that revised job descriptions would need to come before the necessary committees in the near future.

Randy Jacquet noted that with the proposed budget reduction measures he tried not to eliminate any programs or services for Richland County citizens; however, he does realize that there remains a deficit of \$446,996.

Randy Jacquet announced that an Economic Support Specialist resigned recently, but he did not include this position as part of the budget reduction measures. Randy Jacquet stated that he would like to propose refilling the vacant position now, but will not refill an Economic Support Specialist staff position following their expected retirement. Currently, each Economic Support Specialist maintains a caseload of 355 families. If we did not refill this position, each worker would have a caseload of 433 families. Randy Jacquet stated that refilling now and not later would offer additional time for the necessary training, since it is a six month process before someone is allowed to carry a caseload. Christy Duhr reported that the State has proposed taking over counties BadgerCare Core caseloads next year which would also greatly assist the unit.

Walter Gust questioned whether or not the agency sees assistance from the development of a crisis team. Randy Jacquet stated that the agency is anticipating being State certified by the end of 2009 and this is something we continue to pursue and that the proposed budget allows us to go forward with this.

Discussion was held regarding the consideration of a 5% salary reduction and a 15% contribution to health insurance as was previously proposed by the Personnel Committee to all county unions. It was noted that these blanket reductions would not necessarily offer direct savings to the county, as many of our staff are funded by State and/or Federal programs/grants and these reductions would be applied back to those funding sources. Patrick Metz reported that there would be an approximate net annual savings of \$69,000 if all union and non-union staff contributed 15% to health insurance.

Randy Jacquet stated that these staff reductions would be effective in 2 weeks. Discussion was held regarding the benefits and payouts that would be available to these individuals.

Discussion was held regarding the affects of losing a Nutrition Driver would have on the Nutrition Program. It was noted that the Rockbridge Meal Site would need additional

support from volunteers. Motion by Walter Gust, seconded by Betty Havlik to approve the 2009/2010 Health and Human Services Budget Reduction Measures, and forward them onto the Finance Committee and County Board for approval.

Discussion was held regarding the affect of the potential H1N1 influenza pandemic would have on the Public Health Unit. Marianne Stanek stated that she is uncertain what this would mean at this time. It was noted that the unit might possibly have to hire some LTE RNs.

Discussion was held regarding the loss of critical mental health services. Randy Jacquet stated that the Comprehensive Community Services Program has not been able to maintain the reimbursement levels that were required to sustain the program, so these cuts would be necessary regardless. Motion carried.

Approve the 2010 Health and Human Services Budget: This item was postponed.

The next regular Board meeting is scheduled for Thursday, August 13, 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