

**MINUTES**  
**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**March 10, 2011**

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on March 10, 2011 by Jeanetta Kirkpatrick in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Dr. Neil Bard, Betty Havlik, Jeanetta Kirkpatrick, Fred Clary, Marilyn Rinehart, Paul Kinney, Ray Schmitz, Robert Holets, and Walter Gust.

Others Present: Amanda Coorough, Angie Rizner, Becky Cupp, Christy Duhr, Linda Symons, Marianne Stanek, Patrick Metz, Randy Jacquet, and Tracy Thorsen.

Welcome Dr. Neil Bard: Dr. Bard thanked the Board for offering him the opportunity to serve on the Health and Human Services Board. Dr. Bard noted that serving on this Board is a memorial, and in recognition of, his long time friend and partner Dr. Richard Edwards, as he wishes to continue Dr. Edwards's community commitment. Walter Gust noted that the Rules and Resolutions Committee is meeting at this time and they are considering a resolution to honor Dr. Richard Edwards at the County Board level.

Approve Amended Agenda and Posting: Motion by Paul Kinney, seconded by Robert Holets to approve the amended agenda and proper posting. Motion carried.

Approve February 10, 2011 Health and Human Services Board Minutes: Motion by Betty Havlik, seconded by Walter Gust to approve the Board Minutes. Motion carried.

Citizen Comments: Jeanetta Kirkpatrick recommended previously that the Board and agency staff read Nickel and Dimed by Barbara Ehrenreich and she also recommended Turning to One Another: Simple Conversations to Restore Hope for the Future by Margaret Wheatley.

Approval of Health and Human Services Vouchers: The Richland County Health and Human Services 2010/2011 Voucher Report was distributed and reviewed by Patrick Metz. Paul Kinney noted that the snow plowing budget is over budget for 2010, legal fees have decreased, and a secure Fire Department lock has been purchased for the exterior of the Community Services Building. Motion made by Paul Kinney, seconded by Betty Havlik to approve the 2010/2011 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

**2010/2011 Vouchers**

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2011 Expense Reports	40	\$11,684.96
Richland County Health and Human Services – 2011 Vouchers	30	\$16,082.24
Richland County Health and Human Services – 2010 Vouchers	1	\$4,712.94
Richland County Health and Human Services – 2011 Prepaid Vouchers	12	\$4,377.00
Richland County Health and Human Services – 2010 Prepaid Vouchers	1	\$1,177.75
<b>TOTAL</b>	<b>84</b>	<b>\$38,034.89</b>

2010 Budget Update: Patrick Metz distributed a handout that reflected the 2010 Health and Human Services budget as of December 31, 2010 noting a surplus of \$79,315. Patrick Metz noted that he is working on reconciliations for the Regional ADRC and local ADRC which could result in additional funds for 2010. Additionally, Health and Human Services is also waiting for additional Community Youth Aides funds from the State. It was determined that the 2010 budget did not need to be reviewed in detail.

Southwest Family Care Alliance (SFCA) Board Decision on County Unemployment Cost Reimbursement: Randy Jacquet distributed a handout of the final SFCA Board decision on reimbursing County CMU unemployment claims. Randy Jacquet noted that the result of the SFCA takeover resulted in the layoff of 3 county positions.

The SFCA Board approved unemployment reimbursement for Richland County up to \$19,429. At the end of 2011, Health and Human Services could submit a claim to SFCA for the total unemployment costs for the 3 laid off county positions. Randy Jacquet noted that there is a risk that the County could have costs exceeding \$19,429. However, if a county does not claim all of their set-aside unemployment allotment by the end of 2011, their share will be put into a pool and redistributed to those counties who exceed their allotment.

The SFCA Board argument is that SFCA has already absorbed \$47,794 worth of vacation or sick leave. Randy Jacquet noted that, while that is the value of those benefits, Health and Human Services would not have paid out sick leave and the majority of the \$47,794 is sick leave expense. The SFCA also states that \$10,849 was paid to Health and Human Services for administration and overhead for the entire month of December, while they left the agency on December 2, 2010; however, we had a signed contract with SFCA through December 31, 2010.

Randy Jacquet reported that Richland County is potentially liable for unemployment claims for up to 2 ½ years. The first 26 weeks of unemployment would be a full cost to Health and Human Services of up to \$9,600 per individual or a total maximum cost of \$28,800. If these 3 individuals receive a Federal Government Emergency Unemployment Compensation extension of another 47 weeks and are still unemployed, they would qualify for 13 more weeks of extended benefits, and Health and Human Services would be liable for 50% of those costs as well.

Randy Jacquet noted that additional unemployment risks remain, as SFCA is only covering those staff who were directly laid off as a result of the takeover of the Care Management Units. There are also risks of individuals not working out in their new positions or being let go by SFCA.

Personnel Updates: Randy Jacquet noted that the County Board allowed Health and Human Services and the Sheriff's Department to hire a pool of Temporary/Casual Spanish Speaking Interpreters. Angie Rizner reported that interviews were held last week and the following individuals were offered positions: Martin Clearfield, Blanca Rubio, Ricardo Almeida, Melisa Trejo, Rebecca Gomez, Maureen Morgado, Dan Lopez, and Damayanti Cruz-Gonzalez. Motion made by Robert Holets, seconded by Ray Schmitz to approve the hiring of Temporary/Casual Spanish Speaking Interpreters Martin Clearfield, Blanca Rubio, Ricardo Almeida, Melisa Trejo, Rebecca Gomez, Maureen Morgado, Dan Lopez, and Damayanti Cruz-Gonzalez. Motion carried.

Potential Impact of 2011-2013 State Biennial Budget Proposal and State Budget Repair Bill: Randy Jacquet distributed a handout that reflected 2012/2013 potential State Budget proposal ramifications. Randy Jacquet announced that Health and Human Services will no longer be able to refer individuals to Family Care after July 1, 2011 and yet we still have a statutory responsibility to take care of those involved with the court system (Adult Protective Services and Mental Health consumers). This could become a serious funding issue.

Randy Jacquet noted that at this time the State Basic County Allocation is remaining at the current funding levels for the Clinical Services Unit programs, and the unit will still be able to bill Medical Assistance for Community Recover Services (CRS).

Randy Jacquet reported that the impact to the Economic Support Unit is the most serious. Currently there is a centralized call-in/Internet Support Exchange Center for the Badger Care Core individuals (over age 19) and Governor Walker is proposing that system assume all Economic Support programs. The proposal is that the State would operate 55 regional access points. Discussion was held regarding the current concerns there are with the centralized Badger Care Core system and the full implementation in other States. There are serious delays and error rates being reported. Dr. Bard expressed his concerns with how this would also affect medical providers.

Randy Jacquet reviewed the timeline for implementation if enacted, noting a 9-month transitional period beginning July 1, 2011. There is also a potential loss of 6 agency positions, if this gets approved. Randy Jacquet noted that the loss of Income Maintenance State funding would be equal to the 2009 State AND County tax levy budgeted amounts. It is likely that the W-2 Program would end as well. Patrick Metz noted that the agency receives a large amount of funding to help support Administration and overhead, and that funding would go away as well.

Randy Jacquet noted that the State is putting additional GPR tax dollars into the Children's Services Unit programs to make up for the AARA stimulus funds that were used as backfill in the last State Budget Bill.

Randy Jacquet stated that all Senior Care enrollees will have to apply for the Medicare Part D Drug Prescription plan in addition to the Senior Care plan. This would mean that approximately 600-900 seniors may likely request to meet with the ADRC Elderly Benefit Specialist for assistance.

Fred Clary noted that using one-time stimulus funds is problematic, and 1 in 13 individuals has now increased to 1 in 5 individuals in this State who are now receiving Medical Assistance. Discussion was held regarding what alternative options should be considered by legislature as part of the talking points offered during the Human Services Lobby Day at the Capital. Randy Jacquet noted that WCHSA is developing options.

Potential Impact of a Federal Budget Shutdown: Randy Jacquet reported that Health and Human Services has received no direction from the State on the impact of a Federal Budget shutdown, as the agency receives Federal monies via the State. Fred Clary stated that he heard if a Federal shutdown occurs it may not be that big of an impact on the counties.

Approval of Contracts, Agreements, and Amendments (Mailout #1): Randy Jacquet announced that the change in the SWWDB contract does not utilize additional county tax levy. SWWDB is currently advertising to recruit a part-time LTE (limited term employee) Regional ADRC Volunteer Coordinator and a part-time Family Preservation position. Health and Human Services is also considering leasing additional LTE staff through SWWDB and this contract amendment would accommodate those positions as well. Angie Rizner reviewed the current SWWDB contract and staff listing. Randy Jacquet noted that he planned to propose that one of these current leased positions become a County position in 2012.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2010 AMENDED HHS CONTRACT/AGREEMENT APPROVALS (1-13-11)</b>		
<b>SOUTHWEST WISCONSIN WORKFORCE DEVELOPMENT BOARD</b>	Request Board approval to amend the current contract with the <u>Southwest Wisconsin Workforce Development Board</u> (Platteville) due to an increased need for contract employee services. These positions will not utilize additional county tax levy. <i>This will require County Board approval.</i>	<i>Original Contract Amount: \$260,000.</i>  Requesting Board approval to amend the current contract with the <u>Southwest Wisconsin Workforce Development Board</u> to a total contract amount not to exceed <b>\$410,000.</b>

Motion made by Walter Gust, seconded by Paul Kinney to approve the amended 2011 contract and forward it onto the County Board for approval. Motion carried.

Approval of Temporary/Casual Driver/Escort Driver Position Descriptions (Mailout #2): Linda Symons reported that over the last year the ADRC has not had to hire these previously approved positions; however, they would now like to increase the utilization of the agency-owned vehicles. Angie Rizner noted that the Board needs to approve a revised position description to update who this position reports to. It was noted that these positions are non-union at Pay Grade 7 or \$9.87 per hour. Motion made by Robert Holets, seconded by Walter Gust to approve the Temporary/Casual Driver/Escort Driver position description, and forward it onto the Finance/Personnel Committee and County Board for approval. Motion Carried.

Approval of Additional Temporary/Casual Nutrition Drivers (Mailout #3): Marianne Stanek stated that the agency needs to offer options for paid Temporary/Casual Nutrition Drivers when the regular driver needs to be off work. Angie Rizner noted that the Board also needs to approve an updated position description. It was noted that these positions are non-union at Pay Grade 7 or \$9.87 per hour. Motion made by Betty Havlik, seconded by Ray Schmitz to approve the addition of Temporary/Casual Nutrition Drivers and the updated position description, and forward it onto the Finance/Personnel Committee and County Board for approval. Motion Carried.

Approval of New Richland County KIDS Council Members (Mailout #4): Amanda Coorough reported that the Richland County KIDS Council has had difficulty establishing a quorum since May 2010. There are 6 available parent positions and we only have 4 of those positions filled at

this time, and of those 4 filled positions 2 would no longer be eligible later this year. Health and Human Services needs to fill at least 2 parent positions. Marilyn Rinehart noted that she sits on the KIDS Council and recommended that various members of the Council attend annual conferences and/or trainings. Motion made by Robert Holets, seconded by Marilyn Rinehart to approve the addition of Hallie Wiertzma and Belinda Grainger as new Richland County KIDS Council members. Motion Carried.

Discussion Related to Smoke Free County Properties: Randy Jacquet noted that Health and Human Services was seeking the development of an ordinance for exterior smoking on County properties; however, we have had limited input from other Committees/Boards. Randy Jacquet encouraged Marianne Stanek to develop an ordinance and see what happens during the approval process. Fred Clary stated that he did not want Marianne Stanek to unnecessarily work on developing an ordinance that would probably not go anywhere. Marianne Stanek reported that she has spoken with all of the Department heads involved, but was unsure where to go from here. Health and Human Services has not received direction from the Parks Department, Highway Department, or Property Committee. Fred Clary stated that he would contact these departments and ask them to respond back to Health and Human Services regarding the exemptions they would like in the ordinance.

Review Board Member Terms (Mailout #5): Randy Jacquet reviewed the Health and Human Services Board member terms, noting that Dr. Neil Bard, Walter Gust, and Robert Holets would need to be recommended for another three year term in April. It was noted that these recommendations would need to go before the Committee on Committees and County Board.

Discuss Ways Board Members Can Assist Health and Human Services: Randy Jacquet stated that during his last performance evaluation the Health and Human Services Board questioned if there are ways they can help Health and Human Services. Randy Jacquet announced the following:

1. Request that agendas and minutes be posted on the County website for those committees that are not associated with a department, such as Finance/Personnel Committee, Rules and Resolutions, etc.
2. Request that the County develop a centralized IT budget, as Health and Human Services continues to cover various IT costs for the entire County – routers, maintenance agreements, etc.
3. Request a review of the allocation of Workman's Compensation. Health and Human Services paid \$94,000 last year, and given the type of work our staff performs, the cost should not be so high.

Fred Clary noted that the State sets the municipal employee rate, except for clerical workers who get the clerical rate. Health and Human Services premium is based on their payroll. Employers can receive a volume discount of approximately 9%, which it is likely that Richland County is receiving. Employee claim frequency influences the rate and a dividend payment could be issued, which is not guaranteed. Jeanetta Kirkpatrick noted that Richland County did receive a dividend payment last year; however, it was

returned to the General Fund rather than to the departments that paid. Fred Clary recommended that Health and Human Services use their last audited payroll to develop their 2012 Workman's Compensation budget. Ray Schmitz questioned if Health and Human Services is supplementing those departments who have more claims, but a smaller payroll.

Human Services Day at the Capital on April 6, 2011 (Mailout #6): Randy Jacquet questioned if any members of the Board would like to attend the session this year. Jeanetta Kirkpatrick, Paul Kinney, and Walter Gust stated that they would like to attend.

WCHSA Spring Conference on May 18-20, 2011 in Eau Claire: Randy Jacquet informed the members of the Board about the conference this year although there were no conference materials available as of yet. Jeanetta Kirkpatrick noted that she might be interested in attending on May 19 or 20, 2011.

Discuss Options for Future Use of Space: Randy Jacquet noted that the current pending State Budget Bill could have further impact on the agency, so this topic should be on hold until further details are announced.

The next regular Board meeting is scheduled for Thursday, April 14, 2011 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 Betty Havlik to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner  
Office Supervisor