

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
November 8, 2012

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on November 8, 2012 by Bob Holets in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Dr. Louis Williams, Fred Clary, Larry Jewell, Marilyn Rinehart, Bob Bellman, Bob Holets, Ray Schmitz, and Virginia Wiedenfeld.

Members Absent: Paul Kinney.

Others Present: Angie Rizner, Barb Scott, Becky Dahl, Jason Marshall, Jessica Stanek, Linda Symons, Marianne Stanek, Patrick Metz, Randy Jacquet, Stephanie Ronfeldt, and Tracy Thorsen.

Approve Agenda and Posting: Motion by Dr. Louis Williams, seconded by Bob Bellman to approve the agenda and proper posting. Motion carried.

Approve October 11, 2012 Health and Human Services Board Minutes: Motion by Marilyn Rinehart, seconded by Virginia Wiedenfeld to approve the Board Meeting Minutes. Motion carried.

Citizen Comments: None.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services 2012 Voucher Report for November 8, 2012 was distributed and reviewed by Patrick Metz. The following items required additional discussion:

Administrative Vouchers:

Voucher #3 – Burnstads: This was to pay for frozen meals delivered for the Senior Nutrition Program.

Voucher #4 – Cardmember Service: This was to pay for physical fitness items purchased on-line utilizing Community Transformation Grant funds.

Voucher #5 – Cardmember Service: This was to pay the monthly fee for the current Clinical Services Electronic Health Records (EHR) software known as ADP.

Fred Clary noted that it has been requested that MIS staff create a webpage for Richland FIT or the Regional ADRC, and questioned whether there are grant funds available to assist with staff expenses related to this project. It was noted that this should be discussed with Barb Scott, MIS Director.

Voucher #8 – 20 – CDW Government, Inc.: This was to pay for computer parts for MIS to assemble new computers, as some existing staff computers were not able to support the new EHR software. Discussion was held regarding whether this purchase should have followed the county purchase process to obtain three bids. It was determined that the purchasing process would be reviewed with MIS at the next Finance and Personnel Committee meeting.

Voucher #30 – Debbie Lord: This was to pay for a Dietician to work eight hours per month creating menus for the Senior Nutrition Program. Fred Clary noted that Pine Valley Healthcare is looking into employing a Dietician and questioned the possibility of combining these eight hours into that position.

Voucher #33 – Passages: This was to pay for half of their annual pass-through funding.

Voucher #42 – Rhyme Business Products: This was to pay for the monthly lease and quarterly color copy overages for three copiers. Patrick Metz noted that the color copying overages this month were specifically related to the Regional ADRC and ADRC Transportation Program marketing efforts.

Voucher #58 – US Post Office: This was to pay for postage to be uploaded onto the agency's postage meter.

Voucher #70-71 – Nikki Martin: This was to pay for a Dental Hygienist to perform duties related to the Seal-A-Smile Grant.

Motion made by Ray Schmitz, seconded by Virginia Wiedenfeld to approve the 2012 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

2012 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2012 Expense Reports	18	\$8,062.29
Richland County Health and Human Services – 2012 Vouchers	46	\$42,651.91
Richland County Health and Human Services – 2012 Prepaid Vouchers	1	\$410.84
TOTAL	65	\$51,125.04

2012 Budget Update: Patrick Metz distributed a handout that reflected the 2012 Health and Human Services budget as of September 30, 2012 noting a surplus of \$52,394. Discussion was held regarding whether each individual line item should be reviewed separately. It was determined that each individual line item would continue to be reviewed. Patrick Metz noted that the Administration line items are under budget \$18,477. Linda Symons reported that the ADRC is also under budget, and agreed to offer an update on the Transportation Program and the Public Transportation bus in December.

Becky Dahl announced that the Regional ADRC has recently experienced a name change from the ADRC of Southwest WI – North to the ADRC of Eagle Country. Marianne Stanek noted that Public Health and Nutrition are under budget by more than \$77,000. Stephanie Ronnfeldt stated that Economic Support is experiencing a delay in revenues.

Patrick Metz reported on the Children's Services Unit noting that Alternate/Shelter Care, which is over budget \$84,411 has been increasing by approximately \$10,000 per month and that trend is anticipated to continue through the remainder of the year and into next year. Patrick Metz noted that the Birth to Three Program is currently under budget \$23,445, but the case load is starting to increase and the unit continues to contract with the Richland Hospital at this time due to the loss of the Aegis Therapies occupational therapy contract. It was noted that the Children's Services Reorganizational Proposal was approved by the County Board in October and three of the vacant positions are currently being advertised.

Tracy Thorsen stated that the Clinical Services Unit is overall under budget and is anticipating being right on budget by the end of the year. Patrick Metz noted that Health and Human Services has had a positive cash flow reported to the Finance and Personnel Committee. Patrick Metz is projecting that the 2012 Health and Human Services budget will be under budget by the end of the year.

Discussion was held regarding the Institutional Funds. Tracy Thorsen stated that the Adult Institutional fund is still reflecting a credit of \$45,352; however, some expenses will reduce that credit next month, but we are not anticipating to deplete the entire credit by the end of the year.

Review of HHS Payroll: Patrick Metz distributed a condensed report that reflected the Richland County Health and Human Services 2013 Budgeted Payroll. It was noted that this report includes only county employee information. Patrick Metz reviewed the report in detail noting the internal structure of the agency and that 88% of the entire staff make-up are considered front line staff. The remaining 12% are considered management. Patrick Metz noted that there is a specific skill set and education/training required for staff in each unit, and this is individual based upon the program and statutory requirements.

Personnel Updates: Randy Jacquet requested the hiring of Cherith Dilley, Child Protective Services Social Worker, effective October 29, 2012 with up to 10 days without pay. Motion made by Dr. Louis Williams, seconded by Bob Bellman to approve the hiring of Cherith Dilley, Child Protective Services Social Worker, effective October 29, 2012. Motion carried.

Richland Center Meal Site Update: Marianne Stanek reported that there have been many conversations since the Richland Center City Council recently turned down entering into a contract with Health and Human Services to relocate the Richland Center Meal Site to the Richland Community/Senior Center.

Marianne Stanek noted that there is a meeting scheduled next week to see if more details could be clarified and the contract presented again to the December City Council meeting. It was noted that the City Council did not honor the Park & Recreation Board recommendation and there is now a negative perception in the community regarding the situation.

Approve Contracts, Agreements, and Amendments (Mailout #1): Becky Dahl stated that the Regional ADRC offices were able to claim more Federal funding and these funds are utilized to support staff salaries and the operations of their local ADRC offices. Discussion was held regarding the make-up of the four counties and that the Regional ADRC is not a separate entity despite their name. It was requested that the Regional ADRC and local ADRC offer further Board education on their programs in the near future.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2012 AMENDED HHS CONTRACT/AGREEMENT APPROVALS (11-8-12)		
ADRC OF SOUTHWEST WI – NORTH, CRAWFORD COUNTY SATELLITE	Request Board approval to amend the current contract with <u>ADRC of Southwest WI – North, Crawford County Satellite</u> (Prairie du Chien) due to an increase in Regional ADRC State GPR and Federal Medicaid funding.	<i>Original Contract Amount: \$182,521</i> To a total contract amount not to exceed \$201,459.

ADRC OF SOUTHWEST WI – NORTH, JUNEAU COUNTY SATELLITE	Request Board approval to amend the current contract with <u>ADRC of Southwest WI – North, Juneau County Satellite</u> (Mauston) due to an increase in Regional ADRC State GPR and Federal Medicaid funding.	<i>Original Contract Amount: \$281,722</i> To a total contract amount not to exceed \$296,375.
ADRC OF SOUTHWEST WI – NORTH, RICHLAND COUNTY SATELLITE	Request Board approval to amend the current MOU with <u>ADRC of Southwest WI – North, Richland County Satellite</u> (Richland Center) due to an increase in Regional ADRC State GPR and Federal Medicaid funding.	<i>Original MOU Amount: \$414,332</i> To a total contract amount not to exceed \$444,613.
ADRC OF SOUTHWEST WI – NORTH, SAUK COUNTY SATELLITE	Request Board approval to amend the current contract with <u>ADRC of Southwest WI – North, Sauk County Satellite</u> (Baraboo) due to an increase in Regional ADRC State GPR and Federal Medicaid funding.	<i>Original Contract Amount: \$516,315</i> To a total contract amount not to exceed \$537,367.
RAWHIDE, INC.	Request Board approval to amend the current contract with <u>Rawhide, Inc.</u> (New London) due to an increased need for out-of-home placement and treatment of juvenile males who have significant social/emotional/behavioral difficulties.	<i>Original Contract Amount: \$14,600</i> Requesting Board approval to amend the current contract with <u>Rawhide, Inc.</u> to a total contract amount not to exceed \$29,500.

Motion made by Dr. Louis Williams, seconded by Ray Schmitz to approve the 2012 contract amendments. Motion carried.

2013 Revenue Contracts (*Mailout #2*):

<i>Provider Name</i>	<i>Provider Description</i>	<i>2012 Actual Revenue</i>	<i>2013 Approximate Revenue</i>
<i>Capital Consortium</i>	<i>Income Maintenance Consolidation</i>	\$ 249,604	\$ 263,739
<i>Children's Health Alliance of WI</i>	<i>Public Health Seal-A-Smile</i>	\$ 19,267	\$ 8,500
<i>Department of Administration</i>	<i>Wisconsin Home Energy Assistance Program</i>	\$ 41,404	\$ 41,404
<i>Department of Children and Families</i>	<i>State and County Contract</i>	\$ 466,436	\$ 432,514
	<i>Administration of Child Care Program</i>	\$ 44,934	\$ 47,717
<i>Department of Corrections</i>	<i>Community Youth and Family Aides</i>	\$ 106,185	\$ 106,185
<i>Department of Health Services</i>	<i>Language Enriched Exercise Plus Socialization in Rural Wisconsin (LEEPS)</i>	\$ 36,307	\$ 74,000
	<i>Regional Aging & Disability Resource Center Contract</i>	\$ 1,031,748	\$ 1,031,748

<i>Provider Name</i>	<i>Provider Description</i>	<i>2012 Actual Revenue</i>	<i>2013 Approximate Revenue</i>
	<i>State and County Contract</i>	\$ 1,385,624	\$ 1,510,202
<i>Division of Public Health</i>	<i>Consolidated Contract (Immunization, Maternal Child Health, Well Woman)</i>	\$ 30,088	\$ 30,224
	<i>Public Health Emergency Preparedness and Response</i>	\$ 35,575	\$ 35,575
<i>Department of Transportation</i>	<i>Specialized Transportation 85.21</i>	\$ 68,117	\$ 68,117
	<i>Highway Safety Project</i>	\$ 3,500	\$ 3,550
<i>Greater Wisconsin Agency on Aging Resources, Inc.</i>	<i>AAA Older Americans Programs</i>	\$ 161,671	\$ 157,733
	<i>Active Aging</i>	\$ 7,500	\$ 7,500
	<i>Elder Abuse Services</i>	\$ 10,554	\$ 10,554
	<i>Nutrition Services Incentive Program (NSIP)</i>	\$ 15,193	\$ 18,576
	<i>State Health Insurance Assistance Program (SHIP)</i>	\$ 9,434	\$ 7,000
	<i>State Pharmaceutical Assistance Program (Part D)</i>	\$ 3,275	\$ -
<i>Ithaca School District</i>	<i>Public Health School Health Services</i>	\$ 500	\$ 500
<i>Southwest Family Care Alliance</i>	<i>Home Delivered Meals, Psychotherapy Services, Community Support Program, Substance Abuse Counseling, and Transportation</i>	\$ 99,044	\$ 127,812
<i>University of Wisconsin-Richland</i>	<i>Mental Health Counseling Services on Campus</i>	\$ 18,000	\$ 18,000
<i>UW School of Medicine & Public Health</i>	<i>Wisconsin Partnership Program</i>	\$ 50,000	\$ 99,750
<i>Weston School District</i>	<i>Public Health School Health Services</i>	\$ 1,250	\$ 1,250
<i>Wisconsin Prevention Clearing House</i>	<i>Public Health Community Transformation</i>	\$ 50,000	\$ 50,000

\$ 3,945,210 \$ 4,152,150

Motion made by Bob Bellman, seconded by Virginia Wiedenfeld to approve the 2013 revenue contracts as budgeted, and forward them onto the County Board for approval. Motion carried.

2013 Contracts > \$30,000 (Mailout #3): It was requested that the Regional ADRC listings be changed to the specific counties the funds are being transferred to. It was noted that approximately 50% of the Regional ADRC funding is Federal Medicaid. Fred Clary requested that we “prepare ourselves, because by 2014 Federal Medicaid funding is proposed to decrease significantly”.

Angie Rizner noted that the 2012 amount expended listed is what has actually been paid to the provider from bills submitted as of October 30, 2012. Some providers are two months or more behind in submitting their bills. The 2013 contract amount is the maximum amount that could be paid to a provider, but there is no guarantee of payment. Angie Rizner was instructed to list the 2012 and 2013 contract amounts when presenting the contracts to the County Board for approval.

Tracy Thorsen clarified that Health and Human Services pays for Dr. Clemens Schmidt’s expenses when he visits Pine Valley Healthcare one time per month. Discussion was held regarding David Dati and the services he provides to the agency. Discussion was held regarding two adult family home (AFH) contract increases, noting that the Fillyaw AFH had an additional placement and the Kickapoo Valley AFH contract is for the entire year compared to a partial year in 2012.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
ADRC of Eagle Country – Sauk County	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding.</i>	<i>Baraboo</i>	\$ 516,315	\$ 336,268	\$ 718,816
ADRC of Eagle Country – Juneau County	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding.</i>	<i>Mauston</i>	\$ 281,722	\$ 174,196	\$ 323,956
ADRC of Eagle Country – Crawford County	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding.</i>	<i>Prairie du Chien</i>	\$ 182,521	\$ 132,695	\$ 212,945
Attorney Henry Plum	<i>Children's Services Unit provider of Termination of Parental Rights (TPR) legal services and court appointed special prosecutor for complicated CHIPS cases.</i>	<i>Wauwatosa</i>	Original \$35,000 Amended \$50,000	\$ 44,151	\$ 45,000
Clemens Schmidt, M.D.	<i>Health and Human Services is required to have a Medical Director and provide psychiatric services in order to maintain state certifications for the Outpatient Mental Health Clinic, Crisis Services, Comprehensive Community Services, and the Community Support Program. Dr. Schmidt is the Medical Director, and provides psychiatric services and consultation to area professionals/agencies including Pine Valley Health Care.</i>	<i>Madison</i>	\$ 130,000	\$ 97,200	\$ 130,000
David Dati, LCSW, LMFT	<i>Contracted provider of psychotherapy and other mental health services, including counseling services to the UW Richland Campus during the academic year.</i>	<i>Hillsboro</i>	\$ 56,000	\$ 38,494	\$ 56,000
Family Works Programs, Inc.	<i>Children's Services Unit provider of group and treatment foster home services.</i>	<i>Madison</i>	Original \$55,000 Amended \$75,000	\$ 52,737	\$ 75,000
Fillyaw Adult Family Home	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Richland Center</i>	\$ 18,000	\$ 12,402	\$ 46,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
Gunderson Lutheran Healthcare	<i>Clinical Services Unit provider of Residential Treatment Services for substance abuse treatment, detox services for persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.</i>	<i>LaCrosse</i>	\$ 81,000	\$ 6,960	\$ 64,000
Hoffman Adult Family Home	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently. Adult Protective Services provider of AFH residential care and personal care services.</i>	<i>Richland Center</i>	\$ 49,000	\$ 33,511	\$ 49,000
Kickapoo Valley Adult Family Home	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently. Adult Protective Services provider of AFH residential care and personal care services.</i>	<i>Viola</i>	\$ 46,000	\$ 24,075	\$ 84,000
Lori Knapp-Crawford, Inc.	<i>Provides contracted employee services to Richland County Health and Human Services, and independent living skills training to a Comprehensive Community Services consumer.</i>	<i>Richland Center</i>	\$ 135,000	\$ 55,580	\$ 117,000
Lucky Star 3 Corporation	<i>Clinical Services Unit provider of CBRF and AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Dodgeville</i>	Original \$14,500 Amended \$45,000	\$ 17,766	\$ 65,000
Northwest Counseling & Guidance Clinic	<i>Clinical Services Unit provider of afterhours crisis intervention services. The services include an afterhours phone center staffed by trained crisis professionals and a mobile crisis response service locally available to conduct face-to-face assessments and interventions.</i>	<i>Frederic</i>	\$ 49,000	\$ 29,257	\$ 45,000
Northwest Passage, LTD	<i>Children's Services Unit provider of residential assessment and treatment facility care for children with social/emotional/cognitive behavioral difficulties.</i>	<i>Frederic</i>	\$ 105,000	\$ 67,527	\$ 60,000
Southwest WI Workforce Development Board	<i>Provides contracted employee services to Richland County Health and Human Services.</i>	<i>Platteville</i>	\$ 525,000	\$ 324,565	\$ 475,000
Trempealeau County Health Care	<i>Clinical Services Unit provider of Institute for Mental Disease (IMD) and AFH residential treatment for consumers who due to mental health issues are unable to live independently.</i>	<i>Whitehall</i>	\$ 90,000	\$ 64,664	\$ 90,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
VARC, Inc.	<i>Clinical Services Unit provider of employment skills training for Comprehensive Community Services and Community Support Program consumers who due to mental health issues are unable to find or maintain employment without support.</i>	<i>Viroqua</i>	\$ 95,000	\$ 65,630	\$ 35,000

Total 2013 Contracts > \$30,000:

\$2,691,717

Motion made by Virginia Wiedenfeld, seconded by Dr. Louis Williams to approve the 2013 contracts > \$30,000, and forward them onto the County Board for approval. Motion carried.

Randy Jacquet introduced Jessica Stanek, Children's Services Social Worker, who began her employment with the agency in July and is originally from the Muscoda area. Ms. Stanek noted that she previously interned with the agency, and had been working in Jefferson County as a Child Protective Services Social Worker.

2013 Contracts < \$30,000 (Mailout #4): Discussion was held regarding the Children's Service Society of Wisconsin contract. Patrick Metz stated that foster home licensing is a very timely process and currently there is a lack of trained Children's Services Unit staff to perform these duties due to turnover within the unit. Randy Jacquet noted that Amanda Coorough intended to temporarily contract with this provider, as in-house staff would eventually be fully trained. Patrick Metz noted that the contract amount includes the licensing of approximately 10-15 foster homes. It was determined that this item should be placed on the agenda next month for further discussion.

Tracy Thorsen reported that the 2013 B-Care Corporation contract is one-third of the 2012 contract due to the fact that other providers are being utilized. It was noted that B-Care Corporation has one home in county and two homes out of county. Marianne Stanek noted that the Tazzee's Wonder Bar & Restaurant contract includes the cost for food provided at the Viola Meal Site only and there is no rental fee.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
B-Care Corporation	<i>Clinical Services Unit provider of CBRF residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Viroqua</i>	\$ 90,000	\$ 58,570	\$ 29,000
Children's Service Society of Wisconsin	<i>Children's Services Unit treatment fostering agency that undertakes licensing requirements of new county foster homes and relicenses existing homes.</i>	<i>Milwaukee</i>	\$ -	\$ -	\$ 20,000
Family & Children's Center, Inc.	<i>Children's Services Unit provider of residential, group, and treatment foster care with onsite special education.</i>	<i>LaCrosse</i>	\$ 36,000	\$ 29,151	\$ 29,500

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
Independent Living Resources	<i>Clinical Services Unit provider of peer/advocate support services for Community Recovery Services and Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	\$ 23,000	\$ 4,991	\$ 28,000
Jean Warrior, Ph. D.	<i>Contracted provider of psychological testing and evaluations for court ordered evaluations, including guardianships/protective placements, criminal, and CHIPS/JIPS issues; and evaluations to assess eligibility for programs, diagnosis, and to assist with appropriate treatment planning.</i>	<i>Verona</i>	\$ 20,000	\$ 12,654	\$ 20,000
LaCrosse County Human Services	<i>Children's Services Unit provider of secure and non-secure placement facility for children subject to criminal sanctions.</i>	<i>LaCrosse</i>	\$ 20,000	\$ 11,300	\$ 20,000
Mayo Clinic Health System - Franciscan Medical Center, Inc.	<i>Clinical Services Unit provider of Residential Treatment Services for substance abuse treatment, detox services persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.</i>	<i>LaCrosse</i>	\$ 25,000	\$ 810	\$ 25,000
Psychology Center	<i>Children's Services Unit provider of court ordered psychological assessments.</i>	<i>Madison</i>	\$ 15,000	\$ 11,662	\$ 15,000
Rawhide, Inc.	<i>Children's Services Unit provider of out-of-home juvenile males who have significant social/emotional/behavioral difficulties.</i>	<i>New London</i>	\$ 14,600	\$ 14,954	\$ 15,000
Scott Consulting Partners, LLC	<i>Public Health Unit provider of assessment and evaluation consultation and database programming.</i>	<i>Richland Center</i>	\$ 25,000	\$ 16,996	\$ 29,500
St. Anthony's School	<i>Use of the school to prepare and serve meals for the Richland County Nutrition Program Germantown Meal Site.</i>	<i>Cazenovia</i>	\$ 12,000	\$ 5,107	\$ 12,000
Streamline Healthcare Solutions, LLC	<i>Clinical Services Unit provider of an Electronic Health Records (EHR) system which routinely requires maintenance, upgrades, and further customizations to meet our programmatic changes and financial claiming needs.</i>	<i>Portage, MI</i>	Original \$35,000 Amended \$49,500	\$ 28,110	\$ 20,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
Tazzee's Wonder Bar & Restaurant	<i>Provider of meals to the Richland County Nutrition Program Viola Meal Site.</i>	<i>Soldiers Grove</i>	\$ 18,000	\$ 11,048	\$ 16,200
Tellurian UCAN, Inc.	<i>Clinical Services Unit provider of Residential Treatment Services for substance abuse treatment, and detox services for persons taken into protective custody due to incapacitation by alcohol.</i>	<i>Madison</i>	\$ 29,500	\$ -	\$ 29,500
Total 2013 Contracts < \$30,000:					\$308,700

Motion made by Bob Bellman, seconded by Dr. Louis Williams to approve the 2013 contracts < \$30,000. Motion carried.

2013 Agreements < \$10,000 (Mailout #5): Bob Holets stated that the agency should continue to look locally first for service providers. Angie Rizner noted that the snow plowing services provided to the Community Services Building could potentially be included with the Courthouse in the winter of 2013/2014. Patrick Metz stated that there is a significant reduction in autism provider contract amounts, such as Homeward Bound and Integrated Development Services, due to the ability to now directly bill for services through WPS. Discussion was held regarding the Richland School District rental of the Rockbridge School for the Senior Meal Site. It was determined to decrease the proposed agreement from \$8,000 to \$6,500 and present an amendment in the future if necessary. The Hidden Spring Clinic agreement was decreased from the proposed \$6,000 to \$4,000 due to current under utilization.

Discussion was held regarding the agreement with Attorney Gregory Myszkowski. Tracy Thorsen reported that the agency has had to utilize his services three times this year, and will maximize if not exceed the \$1,500 agreement amount. This agreement amount was increased for 2013 since the original agreement was entered into mid-year 2012. Tracy Thorsen noted that court timeliness is essential and the Corporation Counsel and Assistant Corporation Counsel were not available to assist with these situations.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Agreement</i>	<i>2012 Amount Expended *</i>	<i>2013 Agreement</i>
B.I., Inc.	<i>Children's Services Unit provider of monitors and sobrieters to place in the homes of parents and/or juveniles.</i>	<i>Boulder, Colorado</i>	\$ 3,000	\$ 950	\$ 2,000
Center Point Counseling Services	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Viroqua</i>	\$ 6,000	\$ 2,623	\$ 8,000
D & P Enterprises	<i>Provider of snow plowing and snow removal services at the Community Services Building.</i>	<i>Richland Center</i>	\$ 9,500	\$ 3,854	\$ 4,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
Debbie Lord	<i>Public Health Unit provider of nutrition consultation and menu preparation for the Richland County Nutrition Program.</i>	<i>Richland Center</i>	\$ 3,000	\$ -	\$ 3,000
Easter Seals Wisconsin, Inc.	<i>Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Madison</i>	\$ 5,500	\$ -	\$ 3,000
Hidden Spring Clinic	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Westby</i>	\$ 6,000	\$ 955	\$ 4,000
Homeward Bound	<i>Children's Services Unit provider of in-home supportive nursing care for children with disabilities.</i>	<i>Lancaster</i>	\$ 24,000	\$ -	\$ 1,000
Integrated Development Services	<i>Children's Services Unit provider of intensive in-home autism services for the Children with Disabilities Program.</i>	<i>Madison</i>	\$ 29,500	\$ -	\$ 1,000
Kid's Stuff Childcare	<i>Children's Services Unit provider of one-on-one respite services to a child with disabilities.</i>	<i>Richland Center</i>	\$ 5,000	\$ 305	\$ 1,000
Attorney Gregory A. Myszkowski	<i>Clinical Services Unit stand-by Corporation Counsel to represent Richland County in Chapter 51 Civil Commitment proceedings when the Corporation Counsel and Assistant Corporation Counsel are unavailable.</i>	<i>Richland Center</i>	\$ 1,500	\$ 1,140	\$ 3,500
Nikki Martin, RDH	<i>Public Health Unit dental hygienist who will provide oral exams, fluoride, varnish and sealant application for appropriate age school children.</i>	<i>Madison</i>	\$ 6,000	\$ 3,867	\$ 7,000
Passages, Inc.	<i>Contract amount is a contribution the Finance Committee has instructed us to provide to Passages, Inc.</i>	<i>Richland Center</i>	\$ 3,000	\$ -	\$ 3,000
Pauquette Center	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessments for Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	\$ 5,000	\$ -	\$ 5,000
Richland School District	<i>Use of the Rockbridge School as the Richland County Nutrition Program Rockbridge Meal Site. Meals are prepared by Richland County Food Service, delivered by Nutrition Program staff, and served at the school.</i>	<i>Richland Center</i>	\$ 6,500	\$ 4,649	\$ 6,500

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 Contract</i>	<i>2012 Amount Expended *</i>	<i>2013 Contract</i>
SOPORT, Inc.	<i>Children's Services Unit provider of psychosexual treatment for juvenile offenders.</i>	<i>Madison</i>	\$ 9,900	\$ 5,950	\$ 5,000
Village of Viola	<i>Use of a room in the Village Office as the Richland County Nutrition Program Viola Meal Site. Meals are prepared and delivered to the site by Tazzee's Wonder Bar & Restaurant.</i>	<i>Viola</i>	\$ 2,400	\$ 2,000	\$ 2,400
Wisconsin Badger Camp	<i>Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Platteville</i>	Original \$2,400 Amended \$3,000	\$ 3,000	\$ 3,000
Wisconsin Lions Camp	<i>Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Rosholt</i>	\$ -	\$ 25	\$ 3,000
Total 2013 Agreements < \$10,000:					\$ 65,400

Motion made by Virginia Wiedenfeld, seconded by Bob Bellman to approve the 2013 agreements < \$10,000 with a reduction to the Richland School District agreement amount. Motion carried.

Motion made by Fred Clary, seconded by Bob Bellman to approve the 2013 agreements < \$10,000 as previously approved with a reduction to the Hidden Spring Clinic agreement amount. Motion carried.

2013 Memorandums of Understanding (Mailout #6):

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2012 MOU</i>	<i>2012 Amount Expended *</i>	<i>2013 MOU</i>
ADRC of Eagle Country - Richland County	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding.</i>	<i>Richland Center</i>	\$ 414,332	\$ 312,771	\$ 394,194
Richland County Food Service	<i>Use of the UW-Richland Campus for preparation of Richland County Nutrition Program meals to be delivered to the Richland Center and Rockbridge Meal Sites.</i>	<i>Richland Center</i>	\$ 80,000	\$ 44,075	\$ 88,000
Symons Recreation Complex	<i>Children's Services Unit provider of family swimming services to offer socialization and recreation to children with disabilities. Clinical Services Unit provider of swimming services to Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	Original \$1,000 Amended \$3,000	\$ 1,479	\$ 4,000

Motion made by Marilyn Rinehart, seconded by Dr. Louis Williams to approve the 2013 MOUs. Motion carried.

Approval of 2013 Vehicle Lease Agreements and Memorandums of Understanding (Mailout #7): Linda Symons noted that this is an annual vehicle lease approval process with VARC, Schmitt Woodland Hills, and Pine Valley Healthcare. It was noted that the leasing agency carries the vehicle insurance and the providers can charge passengers for utilization of the vehicles. Motion made by Fred Clary, seconded by Virginia Wiedenfeld to approve the 2013 Vehicle Lease Agreements and MOUs. Motion carried.

Approval to Sell a Retired Van (Mailout #8): Linda Symons recommended the retirement of a 2005 Dodge lowered floor minivan with ramp that is no longer effective. Linda Symons stated that the intention is to attempt to sell the vehicle online with proceeds of the sale being returned to Fund 18. Motion made by Virginia Wiedenfeld, seconded by Marilyn Rinehart to approve to sell a retired 2005 Dodge minivan, and forward the recommendation onto the County Board for approval. Motion carried.

Approval of 2013 s.85.21 Specialized Transportation Grant Application (Mailout #9): Linda Symons reported that this annual grant application requires a 20% county levy match which totals \$13,623 in 2013 and this amount has been included in the 2013 ADRC budget. If awarded, Richland County would receive \$68,117 for transportation services. Motion made by Fred Clary, seconded by Bob Bellman to approve the 2013 s.85.21 Specialized Transportation Grant Application, and forward the recommendation onto the County Board for approval. Motion carried.

Approval of Audio Visual Equipment Purchase (Mailout #10): Barb Scott and Jason Marshall, MIS Department, demonstrated a comparison between the current SmartBoard with projector and a 70" Interactive LCD Television/Whiteboard with mobile stand that was on loan from Rhyme. Barb Scott noted that the current projector in the Main Conference Room of the Community Services Building needs to be replaced and three bids have been received for replacing the projector. CDW-G submitted the most cost effective estimate for a replacement LCD projector totaling \$3,759.12 which would project images onto the current SmartBoard. Patrick Metz noted that the more technologically advanced option would be purchasing the complete interactive television system on loan from Rhyme. This purchase totaled \$6,121 and included a 3 year warranty on onsite parts and labor. Patrick Metz reported that the agency does have funds remaining in the 2012 Health and Human Services budget to purchase the equipment.

Discussion was held regarding the agency's increased utilization of interactive technology, including a potential reduction in staff travel to attend conferences and trainings which could be held via live websites. Fred Clary noted that there is discussion at the County Board level regarding the need to reduce attendance at out-of-county meetings/conferences attended by County Board members and employees in an effort to reduce costs. Motion made by Larry Jewell, seconded by Marilyn Rinehart to approve the purchase of the 70" Interactive LCD Television/Whiteboard with mobile stand from Rhyme totaling \$6,121 and forward the recommendation onto the County Board for approval. Motion carried.

WCHSA Fall Conference: Angie Rizner announced that the Wisconsin Counties Human Services Association (WCHSA) Fall Conference is scheduled for December 6-7, 2012 at the Mead Hotel & Conference Center in Wisconsin Rapids. Those interested in attending should contact Ms. Rizner.

Ray Schmitz offered an update on the local Dialysis Clinic, noting that the new Richland Hospital CEO, Mike Delfs, recently reported that a judge reviewed the case and returned it sighting no jurisdiction. Originally there were building and transferring records issues. The building issues were resolved and approved at one time, and the transferring records issues were resolved and approved at one time, but a

time lapse occurred and the project was never finalized. Ray Schmitz noted that there is still no resolution to the situation at this time.

The next regular Board meeting is scheduled for Thursday, December 13, 2012 at 9:30am at the Community Services Building.

Adjourn: Motion by Ray Schmitz, seconded by Larry Jewell to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor