

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

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

Members Present: 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, Marianne Stanek, Patrick Metz, Randy Jacquet, Tracy Thorsen, and Billy Gander.

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

Approve January 13, 2011 Health and Human Services Board Minutes: Motion by Fred Clary, seconded by Robert Holets to approve the Board Minutes. Motion carried.

Citizen Comments: Billy Gander introduced herself as a UW – Madison Intern who also works with the Children’s Service Society of Wisconsin who operates 2 treatment foster homes in Richland County.

Fred Clary announced that he, Victor Vlasak, and Jeanetta Kirkpatrick attended a Legislative Review earlier this week, and during the meeting it was revealed that 1 in 13 Wisconsin residents received Medical Assistance benefits in the past and that is anticipated to increase to 1 in 5 residents receiving the benefits. Fred Clary noted that the overwhelming message was that BadgerCare, Family Care, and SeniorCare Programs, along with the 1 in 5 ratio of residents receiving Medical Assistance, is not sustainable so we can expect some type of reductions or cuts in Medical Assistance in the near future. Fred Clary stated that a lobbyist reported to him that it is likely there would be stricter Medical Assistance eligibility requirements and a reduction in Medical Assistance rates compared to the prior fiscal year budget rate. Fred Clary noted that the SeniorCare Program seems to be the only program not scheduled to be cut. Jeanetta Kirkpatrick stated that the recession has been in Wisconsin longer and we have been hit harder.

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. Discussion was held regarding the mileage reimbursement for volunteer drivers and Godfrey and Kahn legal fees. Jeanetta Kirkpatrick noted that arbitration regarding a prohibitive practice grievance, current contract negotiations, and the layoff of Family Care employees contribute to the high legal fees. Motion made by Betty Havlik, seconded by Paul Kinney to approve the 2010/2011 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

**2010/2011 Vouchers**

<b>Unit</b>	<b>No. of Vouchers</b>	<b>Amount</b>
Richland County Health and Human Services – 2011 Expense Reports	41	\$12,800.86
Richland County Health and Human Services – 2010 Expense Reports	3	\$125.47
Richland County Health and Human Services – 2011 Vouchers	26	\$17,440.55
Richland County Health and Human Services – 2010 Vouchers	7	\$10,488.50
Richland County Health and Human Services – 2011 Prepaid Vouchers	9	\$3,114.46
Richland County Health and Human Services – 2010 Prepaid Vouchers	6	\$1,407.12
<b>TOTAL</b>	<b>92</b>	<b>\$45,376.96</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 \$68,868. Fred Clary questioned the Health and Human Services budget revenue projections. Patrick Metz noted that our books are different from the county books because we post revenues that have not yet been received but we know are going to occur. It was noted that the transfer of funds from the General Fund to cover institutional placements has not yet occurred. Patrick Metz reported that he anticipates the 2010 Health and Human Services budget to reflect a savings of approximately \$60,000 - \$70,000 by the end of reconciliations. Patrick Metz noted that the agency is attempting to maximize revenues at this time. Randy Jacquet noted that an option in 2010 would be the carryover of Nutrition Program funds into the next year.

Patrick Metz noted that the Administration line item is over budget largely due to legal fees, workman's compensation fees, and previously approved server and IT purchases.

Marianne Stanek stated that the Public Health line item is under budget largely due to additional funding from Preparedness and Public Health Emergency Response. Additionally, she has been monitoring the Nutrition Program very closely so we are not overspending.

Patrick Metz reported on the Economic Support budget, noting that W-2 Program reconciliation is occurring in Grant County, and we are uncertain whether we will receive additional funding from that program.

Patrick Metz reported that Long Term Support Unit reconciliation is occurring with Southwest Family Care Alliance (SFCA), and we are still uncertain whether or not the unemployment of 3 staff resulting from the takeover will be covered by SFCA.

Patrick Metz stated that the Birth to Three Program is over budget largely due to therapy services, noting that we have to serve every child who is eligible. Patrick Metz noted that there are some pending issues with Group Health Cooperative. Randy Jacquet reported that Birth to Three children who are eligible could receive Federal waiver reimbursement for therapy services starting in July. Patrick Metz noted that per State statutes we are unable to bill private insurance for Birth to Three therapy services, as we are not to penalize the parents. Fred Clary reiterated that the Federal government plans to reduce the Medical Assistance funds dispensed to States.

Tracy Thorsen reported that Clinical Services is just under budget and the Community Recovery Services (CRS) Program has benefited the unit due to the loss of WIMCR payments. Fred Clary questioned if the COP Risk Reserve account has to be maintained. It was noted that this does need to be maintained per contract, and we could access it if necessary upon approval from the State.

Discussion was held regarding the Unbudgeted Institutional Costs noting that we spent \$184,645 for adult placements in 2010 and \$59,783 for child placements in 2010. Fred Clary questioned if we have enough funds put aside for 2011 institutional placements. It was noted that the 2011 Adult Institutional fund would have \$95,000 plus any 2010 surplus. The 2011 Children's Institutional fund would have \$125,000 plus any 2010 surplus. Patrick Metz stated that it is likely we are not going to utilize the entire 2011 Children's Institutional fund, so possibly the County Board would be willing to transfer those excess funds to cover any Adult Institutional fund shortfall. Randy Jacquet proposed the possibility of the County Board placing any surplus from the 2010 Health and Human Services budget into the institutional funds.

Personnel Updates: Randy Jacquet noted there were no updates to offer.

Convene in Closed Session Per Wis. Statutes 19.85(1)(C) to Complete the Annual Performance Evaluation of the Director: Motion by Walter Gust, seconded by Paul Kinney to convene in closed session per Wis. Statutes 19.85(1)(C) to complete the annual performance evaluation of the Director. Motion carried.

Return to Open Session: Motion by Fred Clary, seconded by Robert Holets to return to open session. Motion carried.

Approval of Contracts, Agreements, and Amendments (Mailout #1): Tracy Thorsen requested a contract with Norwood Health Center as an inpatient psychiatric services option. Randy Jacquet noted that there have been conversations at the State that either Winnebago Mental Health Institute or Mendota Mental Health Institute may close in the future. Discussion was held regarding the two facilities, noting that it is likely that Winnebago Mental Health Institute would remain open.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES            2011 NEW HHS CONTRACT/AGREEMENT APPROVALS (2-10-11)</b>		
<b>NORWOOD HEALTH            CENTER</b>	Request Board approval to enter into a contract with <u>Norwood Health Center</u> (Marshfield) a provider of Inpatient Psychiatric Services for emergency mental health hospitalizations. The purpose of adding this provider to our resources of inpatient mental health facilities is to have additional placement options for when our primary facility (Gundersen Lutheran Medical Center) is unavailable and in order to avoid using institutional placements if possible.	Requesting Board approval to enter into a contract with <u>Norwood Health Center</u> for a total amount not to exceed <b>\$25,000</b> .

Motion made by Robert Holets, seconded by Betty Havlik to approve the new 2011 contract. Motion carried.

Randy Jacquet noted that the agency projected the funds we would be receiving from the State for the operations of the ADRC of Southwest Wisconsin – North; however, those projected contract levels were slightly lower than the actual amounts. It was noted that only the Sauk County Satellite Office would need to be amended at the County Board level. It was requested that Randy Jacquet also announce the three other office increases when the resolution for the Sauk County amendment is presented.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2010 AMENDED HHS CONTRACT/AGREEMENT APPROVALS (1-13-11)</b>		
<b>ADRC OF SOUTHWEST WI-NORTH, CRAWFORD COUNTY SATELLITE</b>	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 increased amount of Regional ADRC State GPR and Federal Medicaid funding.	<i>Original Contract Amount: \$179,904.</i>  Requesting Board approval to amend the current contract with <u>ADRC of Southwest WI-North Crawford County Satellite</u> to a total contract amount not to exceed <b>\$188,483.</b>
<b>ADRC OF SOUTHWEST WI-NORTH, JUNEAU COUNTY SATELLITE</b>	Request Board approval to amend the current contract with <u>ADRC of Southwest WI-North, Juneau County Satellite</u> (Mauston) due to an increased amount of Regional ADRC State GPR and Federal Medicaid funding.	<i>Original Contract Amount: \$272,196.</i>  Requesting Board approval to amend the current contract with <u>ADRC of Southwest WI-North Juneau County Satellite</u> to a total contract amount not to exceed <b>\$287,449.</b>
<b>ADRC OF SOUTHWEST WI-NORTH, RICHLAND COUNTY SATELLITE</b>	Request Board approval to amend the current MOU with <u>ADRC of Southwest WI-North, Richland County Satellite</u> (Richland Center) due to an increased amount of Regional ADRC State GPR and Federal Medicaid funding. .	<i>Original Contract Amount: \$364,796.</i>  Requesting Board approval to amend the current MOU with <u>ADRC of Southwest WI-North Richland County Satellite</u> to a total contract amount not to exceed <b>\$396,774.</b>
<b>ADRC OF SOUTHWEST WI-NORTH, SAUK COUNTY SATELLITE</b>	Request Board approval to amend the current contract with <u>ADRC of Southwest WI-North, Sauk County Satellite</u> (Baraboo) due to an increased amount of Regional ADRC State GPR and Federal Medicaid funding. <i>This will require County Board approval.</i>	<i>Original Contract Amount: \$484,977.</i>  Requesting Board approval to amend the current contract with <u>ADRC of Southwest WI-North Sauk County Satellite</u> to a total contract amount not to exceed <b>\$587,800.</b>

Motion made by Walter Gust, seconded by Ray Schmitz to approve the amended 2011 contracts, and forward those onto the County Board as necessary. Motion carried.

Approval of KIDS Council Membership: Randy Jacquet reported that we have a replacement to the Richland County KIDS Council membership. Amanda Coorough should replace Lori Thuli on the council since she has recently been hired as the Children's Services Manager. Motion made by Marilyn Rinehart, seconded by Betty Havlik to approve the replacement of Lori Thuli with Amanda Coorough, Children's Services Manager, on the Richland County KIDS Council. Motion Carried.

Approval of New Commission on Aging and Disability Member: Walter Gust stated that upon the recommendation of Paul Kinney, he would nominate David Scribbins as a Commission on Aging and Disability member. Fred Clary questioned if there were any other applicants for the position. Linda Symons stated that there were other applicants, but it was felt that Mr. Scribbins was the best candidate. Discussion was held regarding whether a conflict of interest is present since David Scribbins' mother works for the agency. Linda Symons reported that she has had conversations with Mr. Scribbins regarding this issue; however, it was determined that this would not be a conflict of interest since his mother works for a unit completely separate from the Aging and Disability Resource Center. Randy Jacquet noted that the Commission on Aging and Disability is more of an advisory committee rather than a governing board. Motion made by Walter Gust, seconded by Fred Clary to approve David Scribbins to the Commission on Aging and Disability, and forward the recommendation onto the Committee on Committees for approval. Motion Carried.

Discussion Related to Smoke Free County Properties: Marianne Stanek reported that she met with the Fair Committee recently and they felt they would like to be excluded from any No-Smoking Ordinance passed by the County Board. Marianne Stanek noted that the Fair Committee felt there would be too many complexities and it would be difficult to enforce and control their smoking areas.

Fred Clary noted that he spoke with the Director of Pine Valley Healthcare and she would like to keep their current no-smoking policies in place. Fred Clary stated that he also spoke with Symons Recreation Complex and smoking is not permitted inside the facility at this time and the Board of Regents controls the exterior of the facility. Marianne Stanek noted that this was a similar situation for the Land Conservation Department.

Randy Jacquet reported that we still have not received input from the Courthouse, Highway Department, or Parks Department. Betty Havlik noted that there was no discussion about smoking during the last Parks Department meeting. It was determined that Boards/Committees members were to be reminded of their need to offer input to Health and Human Services with a firm deadline during the next County Board meeting. Fred Clary requested that Victor Vlasak be contacted to ensure that this topic is included in discussion during the Correspondence agenda item of the February County Board meeting.

Discuss Options for Future Use of Space: Randy Jacquet noted that there are no updates to offer at this time, but possibly next month.

Recognition of Dr. Richard Edwards: Randy Jacquet stated that the years of service Dr. Richard Edwards has offered to the Health and Human Services Board and Richland County as a whole should be recognized. It was noted that there is a standard resolution for the Rules and Resolutions Committee to honor County Board members that have passed; however, we are uncertain if they will honor citizen Board/Committee members. Walter Gust stated that he would pursue this recommendation with the Rule and Resolutions Committee. It was determined that the Health and Human Services Board members and agency staff would gather funds to donate to the UW Hospitals and Clinics – Transplant Program on the behalf of Dr. Richard Edwards. Motion made by Walter Gust, seconded by Robert Holets to forward a recommendation onto the Rules and Resolutions Committee to prepare a County Board resolution honoring Dr. Richard Edwards for his dedicated years of service to Richland County. Motion Carried.

Board Member Recruitment: Fred Clary read from the Health and Human Services Board bylaws, noting the make-up of the Board shall consist of 6 County Board supervisors and 3 non-supervisors; and of those 3 non-supervisors, 1 shall be a physician, 1 shall be a RN, and 1 shall be a consumer or family member of a consumer. Randy Jacquet reported that Dr. Neil Bard contacted him recently and is interested in being considered as a replacement for Dr. Edwards and his “legacy”. Discussion was held regarding recruitment options and possibly reaching out to other physicians. Motion made by Robert Holets, seconded by Walter Gust to forward a recommendation onto the Committee on Committees to accept Dr. Neil Bard to the Health and Human Services Board. Motion Carried.

Human Services Day at the Capital on April 6, 2011: Randy Jacquet announced that Human Services Day, sponsored by the Wisconsin Counties Association, would be held at the State Capital on April 6, 2011. It was noted that this is a time for individuals to speak with legislators or their staff. Randy Jacquet noted that more details would be offered next month.

The next regular Board meeting is scheduled for Thursday, March 10, 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 Betty Havlik, seconded by Fred Clary to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner  
Office Supervisor