

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
September 19, 2013

The Special Budget Meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on September 19, 2013 by Bob Holets in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Donald Seep, Dr. Louis Williams, Fred Clary, Larry Jewell, Marilyn Rinehart, Bob Holets, and Virginia Wiedenfeld.

Members Absent: Bob Bellman and Diane M. Brown.

Others Present: Amanda Coorough, Angie Rizner, Becky Dahl, Linda Symons, Marianne Stanek, Patrick Metz, Randy Jacquet, Tracy Thorsen, and Walter Gust.

Approval of Agenda and Posting: Motion by Dr. Louis Williams, seconded by Larry Jewell to approve the agenda and posting. Motion carried.

Citizen Comments: Randy Jacquet announced that today is Tracy Thorsen's birthday.

Approve the 2014 Health and Human Services Budget: Patrick Metz distributed copies of the final 2013 Health and Human Services Budget, proposed 2014 Health and Human Services Budget, 2014 Health and Human Services Expenditure Budget Summary, and a comparison of Budgeted Revenue Sources 2011-2014.

Randy Jacquet reviewed the proposed 2014 Health and Human Services Budget noting that the largest concern with developing the budget this year was accommodating the \$.75 staff salary increase offered last year and the 14% increase in health insurance. These new expenses total \$206,900 in additional costs for Health & Human Services. Randy Jacquet noted that Health & Human Services was able to make internal cuts to cover \$157,365 of those new expenses, but is still short \$49,535. Randy Jacquet stated that these budget figures do not include the additional \$8,000 - \$11,000 which is needed to fund a Rockbridge Meal Site position, as was requested during the Public Hearing.

Patrick Metz reviewed the Budgeted Revenue Sources handout noting that we are still waiting for final revenue figures from the Department of Health Services, who has announced that the Basic County Allocation (BCA) for children's programs may drop slightly.

Fred Clary reported on the situation of county tax levy noting that every department so far has come forth requesting additional tax levy from the Finance & Personnel Committee. The possibility of furloughs and layoffs is being considered again by the county. Fred Clary questioned the total premium for Health & Human Services staff dental insurance and the cost of reducing staff hours from 40 hours per week to 35 hours per week. Patrick Metz reported that the cost of staff dental insurance is approximately \$59,000 and the

reduction in expense for reducing hours is \$278,000. It was noted that staff revenues or billable hours would also be affected, but the exact financial impact of that is unknown at this time. The status of the Institutional Fund balances were reviewed noting that historically those accounts received a transfer of \$260,000 from the General Fund and is kept separate from the overall Health & Human Services budget.

Fred Clary stated that the Finance & Personnel Committee is projecting a county-wide deficit totaling approximately \$800,000 and questioned the cost of implementing furlough days at Health & Human Services. Randy Jacquet questioned if every county department is going to be required to implement furlough days, layoffs, and a reduction in hours. Patrick Metz reported that implementing 5 furlough days would offer an approximate savings of \$89,000. It was noted that once again staff revenues or billable hours would be affected. Patrick Metz offered an approximate savings of \$60,000 for 5 furlough days less billable hours.

Fred Clary questioned how Health & Human Services can achieve a \$0 budget for 2014. Randy Jacquet stated that we would not refill a vacant, leased Family Preservation worker position in the Children's Services Unit totaling approximately \$48,000. Donald Seep requested additional details of this position. Randy Jacquet noted that this position is not a certified professional, but is trained to assist families with difficult children to prevent potential abuse/neglect. This position supervises visitations and performs other frontline duties for families in an effort to reduce the need for utilizing social workers or other higher paid professional staff. Amanda Coorough noted that this position serves approximately 5-6 families per month and their purpose is also to prevent placements or to more quickly remove children from placements. It was noted that the position has been vacant since June 2013 and many of the families have qualified for Comprehensive Community Services.

Fred Clary stated that the future choices of the Finance & Personnel Committee are limited to furlough or layoff days, reduction of hours, and/or reduction in dental insurance. Donald Seep questioned if one of these options or not filling the vacant Family Preservation position is preferred by Health & Human Services management. Randy Jacquet stated that not filling the vacant position affects fewer people. Marilyn Rinehart noted that the ramification of a reduction of hours or furloughs seriously affects the provision of agency services. The mission of the agency and staff morale is of concern. Additional discussion was held regarding staff feelings regarding the potential elimination of dental insurance. Angie Rizner noted that it seems staff would rather have an option to pay a portion of the dental insurance premiums rather than eliminate it completely.

Walter Gust questioned if the previous Senior Nutrition Program surplus could be forecasted again for the future. Patrick Metz noted that the surplus had been compiled largely due to years of underpaying the current Nutrition Program staff, and has been completely exhausted with the purchase of a new vehicle for the program. Marianne Stanek stated that it is even less likely to have a future surplus due to the continued increase in food costs. Randy Jacquet stated that the agency could possibly absorb a new Rockbridge Meal Site position into the existing budget. Patrick Metz noted that the 2014 budget is so uncertain that we could be operating with a deficit by the end of the year.

Discussion was held regarding the Clinical Services afterhours crisis services contract. Tracy Thorsen noted that she feels it is of significant value even though there has been a 3% increase in costs.

Fred Clary questioned the cost of dental insurance premiums. Patrick Metz reported \$1,265 per year for family coverage and \$401 per year for single coverage. Fred Clary noted that another option being considered county-wide is that staff could be required to pay more than 12% of their health insurance premium, and Health & Human Services holding the line and presenting a \$0 2014 budget to the Finance & Personnel Committee could be beneficial to the department and their staff.

Further discussion was held regarding the Rockbridge Meal Site. Walter Gust noted that in the past this facility was required to operate with volunteers, but one of the original volunteers passed away, it is a successful meal site, and they receive very little support from the program. Marianne Stanek noted that there were three individuals who originally agreed to open this facility utilizing volunteers, and during these hard times hard choices have to be made, and adding a Rockbridge Meal Site position would not be my preference. Marianne Stanek stated that the Richland Center Meal Site operates with volunteers and Experience Works individuals who also work for free. Paid staff from the Richland Center Meal Site transport meals to the Rockbridge Meal Site two days per week and the Rockbridge Meal Site has the most expensive rent of any meal site. Discussion was held regarding other options for the Rockbridge Meal Site. Motion by Donald Seep, seconded by Virginia Wiedenfeld to approve the proposed 2014 Health and Human Services Budget totaling \$1,149,734 be reduced to \$1,100,199, and forward the recommendation onto the Finance & Personnel Committee and County Board for final approval. Roll Call Vote. Donald Seep, Dr. Louis Williams, Fred Clary, Larry Jewell, Marilyn Rinehart, Bob Holets, and Virginia Wiedenfeld all voted for the motion. Motion Carried.

Fred Clary noted that the addition of a Rockbridge Meal Site position would have to go through the proper channels for approval and hiring, and the individual currently volunteering at the meal site may not be offered the paid county position. Donald Seep questioned what would be Randy Jacquet's priority; refill the Family Preservation position or add a Rockbridge Meal Site position. Randy Jacquet stated that he would do both. If there are excess funds, preference should be to put those dollars toward the Institutional Fund balances. Marianne Stanek noted that Health & Human Services is currently soliciting for meal provision bids which could potentially increase the overall food budget of the Senior Nutrition Program. Discussion was held regarding the meals prepared by the UW-Richland Campus noting that they too must follow a menu developed by Debbie Lord, Nutritionist. It was noted that Debbie Lord offers 8 hours of service to the program per month as required by law. Motion Fred Clary, seconded by Marilyn Rinehart to approve pursuing the creation of a paid position at the Rockbridge Meal Site that does not negatively affect the 2014 Health & Human Services budget following the proper approval processes. Motion carried.

Patrick Metz noted that a balanced 2014 Health & Human Services budget was not prepared, so the document will be presented to the Finance & Personnel Committee

tomorrow unsigned; however, Health & Human Services Board member signatures will be obtained at the next Health & Human Services Board meeting.

The next regular Board meeting is scheduled for Thursday, October 10, 2013 at 9:30 a.m. at the Community Services Building.

Adjourn: Motion Larry Jewell, seconded by Dr. Louis Williams to adjourn the meeting.
Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor