

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
November 13, 2014

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. November 13, 2014 by Marilyn Rinehart in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Diane M. Brown, Donald Seep, Dr. Louis Williams, Fred Clary, Larry Jewell, Marilyn Rinehart, Linda Gentes, and Virginia Wiedenfeld.

Members Absent: Bob Bellman.

Others Present: Amanda Coorough, Angie Rizner, Barb Scott, Katie Erb, Linda Symons, Marianne Stanek, Patrick Metz, and Tracy Thorsen.

Approve Amended Agenda and Posting: Motion by Diane M. Brown, seconded by Linda Gentes to approve the amended agenda and proper posting. Motion carried.

Approve October 9, 2014 Health and Human Services Board Minutes: Motion by Dr. Louis Williams, seconded by Larry Jewell to approve the Health & Human Services Board meeting minutes. Motion carried.

Citizen Comments: None.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services 2014 Voucher Report for November 13, 2014 was distributed. Fred Clary questioned the number of staff training and lodging expenses this month. Tracy Thorsen noted that new Coordinated Services Team (CST) initiative funding has been utilized to train a number of Clinical Services Unit staff. Amanda Coorough stated that the Children's Services Unit has two new social workers that were recently hired and it is required that they attend a variety of trainings within their first two years of employment. The following items required additional discussion:

2014 Administrative Vouchers:

Voucher #10 – Cardmember Service: This was to pay for one Children's Services Unit staff member to attend required training in the Milwaukee area. Fred Clary noted that the \$80 hotel fee exceeds the county approved state rate of \$72 and requires separate approval. Motion made by Fred Clary, seconded by Donald Seep to approve the \$80 hotel fee that exceeds the State rate. Motion carried.

Patrick Metz explained that we just received an invoice from Ash Creek Plumbing and Heating totaling \$735 for a replacement faucet which will be paid immediately and included in the previously paid vouchers for next month. It was noted that a total of three faucets in the older area of the building are broken and in need of replacement. Ash Creek Plumbing and Heating has agreed to order and install these faucets one per month from October – December. It was noted that the touch less faucets are recommended and preferred in the public restrooms. Motion made by Donald Seep, seconded by Diane M. Brown to approve the 2014 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

2014 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2014 Expense Reports	14	\$11,842.50
Richland County Health and Human Services – 2014 Vouchers	55	\$37,915.91
Richland County Health and Human Services – 2014 Prepaid Vouchers	3	\$1,391.96
TOTAL	72	\$51,150.37

2014 Budget Summary: Patrick Metz distributed a handout that reflected a 2014 Health & Human Services Budget surplus of \$39,260 noting that there are a few expenses that have not been invoiced yet; including an antivirus purchase that will be discussed later in the agenda.

The Institutional Cost balances were reviewed. Patrick Metz reported an overage of \$174,279 for the Adult Institutional Fund and an overage of \$1,644 for the Children’s Institutional Fund. Tracy Thorsen noted that there were significant adult institutional placements in September, no institutional placements in October, but we do have another adult institutional placement in November. Fred Clary questioned what contingencies the agency is planning for to cover institutional overages moving forward because the General Fund cannot continue to fund these expenses. Tracy Thorsen noted that reducing services or staff would increase placements and Amanda Coorough concurred that prevention services for children were eliminated this year which increased our placement needs. Patrick Metz reminded the Board that institutional placements are court-ordered and we requested an increase in budgeted funds every year in order to carry-over a balance for these excessive years; however, that has not occurred. Discussion was held regarding the behavioral needs of the individuals requiring institutional placements. Don Seep questioned if there are any alternatives if the county cannot fund these placements. Patrick Metz stated that we must ensure the safety of our county citizens and the county is statutorily responsible for institutional placement costs. Fred Clary noted that the General Fund is shrinking and the Finance & Personnel Committee is currently looking for overall budget reductions county-wide.

Discuss Waiver of Probationary Periods for Existing Employees: Patrick Metz questioned if the Board would be willing to consider a waiver of probationary periods for existing Health & Human Services county employees who are successful in being hired for another vacant Health & Human Services county position, as long as they have already successfully passed probation and have no performance issues. Patrick Metz noted that employees under probationary review for a minimum of six months receive a lesser wage, cannot utilize sick leave or their floating holiday, and are not permanent employees until they have successfully passed probation. Existing county employees already have a sick leave and floating holiday balance to use at their discretion and are on permanent status with the county. Health & Human Services management would like to revise the Health & Human Services Addendum to exclude existing Health & Human Services county employees from starting over under a probationary period when they are hired for another vacant Health & Human Services county position as determined by the Director. If this is agreed upon, addendum language revisions would be presented next month for consideration.

Patrick Metz reported on a current example of this that just doesn’t make sense. Meghan Rohn has been an existing Health & Human Services county employee for nearly 7 years and recently she accepted the Confidential Administrative Secretary position (Grade 16 non-union). In doing so, she vacated her Regional ADRC Administrative Secretary position (Grade 7 courthouse) with no performance issues and similar job duties. If Ms. Rohn is required to pass probation again, she will receive a wage reduction from \$16.59 per hour to \$16.52 per hour for the next six months, all while she is continuing to cover both positions until the vacant position is filled and she will also be required to train the new hire. If a waiver

of her probationary period is granted, she will receive \$17.31 per hour. Motion made by Diane M. Brown, seconded by Virginia Wiedenfeld to approve the waiver of the probationary period for Meghan Rohn, Confidential Administrative Secretary, and forward this recommendation onto the Finance & Personnel Committee and County Board for approval. Roll Call Vote. Diane M. Brown, Donald Seep, Dr. Louis Williams, Larry Jewell, Linda Gentes, Virginia Wiedenfeld, and Marilyn Rinehart voted for the motion. Fred Clary voted against the motion. Motion carried.

Personnel Updates: Patrick Metz announced the hiring of Meghan Rohn, Confidential Administrative Secretary, and Tiffany McCauley, Fiscal Specialist, effective November 3, 2014 and the hiring of Tim Gottschall, Business Manager, effective November 17, 2014. Motion made by Dr. Louis Williams, seconded by Diane M. Brown to approve the hiring of Meghan Rohn, Confidential Administrative Secretary & Tiffany McCauley, Fiscal Specialist, effective November 3, 2014 and Tim Gottschall, Business Manager, effective November 17, 2014. Tiffany McCauley and Tim Gottschall would receive up to 10 days off without pay. Motion carried.

Patrick Metz reported that Lacey Dickman, Children's Services Case Manager, has passed probation and is being recommended to be placed on regular status effective November 20, 2014. Motion made by Donald Seep, seconded by Virginia Wiedenfeld to approve the probationary period of Lacey Dickman, Children's Services Case Manager, following a successful performance evaluation. Motion carried.

Patrick Metz announced that today is Tracy Thorsen's last day and presented her with a plaque congratulating her for 25 years of service to the citizens of Richland County. Patrick Metz noted that we are actively interviewing to fill the Clinical Services Coordinator position, and will begin interviewing for the vacant Regional ADRC Administrative Secretary position next week.

Quarterly Review of HHS Organizational Chart: Angie Rizner distributed copies of the Health & Human Services organizational chart and reviewed updates with the Board. Discussion was held regarding Angela Porter's Secretary position and how she supports the Transportation Program under dual supervision between the ADRC and Administrative Services Units.

Award 2014/2015 CSB Snow Plowing Provider: Angie Rizner distributed a handout which reflected the bids that were received noting that our previously approved provider is unable to fulfill his contract due to health issues. Five bids were received and the lowest, capable bidder was Kevin Burkhamer of Burkhamer Snowplowing. Motion made by Donald Seep, seconded by Linda Gentes to approve Burkhamer Snowplowing as the 2014/2015 snow plowing provider for the Community Services Building. Motion carried.

Approval of Copier Lease Agreement (Mailout #10): Angie Rizner distributed a revised mailout which included monthly costs from the third bidder RICOH. The three bids were reviewed and similarities/differences noted. Angie Rizner reported that the existing lease with Rhyme Business Solutions is due to expire on January 14, 2015 and the current costs total \$2,131.18 per month. The new lease costs total around \$1,000 per month for each of the bidders, so the agency budget should reflect a savings of at least \$1,000 per month regardless of which vendor is selected. Discussion was held regarding the features available with the copiers; including copying, printing, scanning and faxing. Angie Rizner noted that the new lease will offer us the ability to be charged for only the number of copies we actually make and will no longer be based upon a monthly copy count allocation. Motion made by Diane M. Brown, seconded by Larry Jewell to approve entering into a 4-year copier lease agreement with Gordon Flesch Company, Inc. Motion carried.

Approval of 3-year Antivirus Purchase: Barb Scott stated that the Finance & Personnel Committee recommended that all county departments purchase antivirus software in a three year rotation. Health & Human Services is slated to be included in this rotation and their antivirus is scheduled to expire May 18, 2015. JComp Technologies quoted a 3-year antivirus totaling \$8,499.88 which would then expire in November of 2018. Don Seep questioned if the Finance & Personnel Committee felt this rotation would offer departments a substantial cost savings. Fred Clary noted that a rotation did offer a substantial savings and this purchase did not need to go back to Finance & Personnel Committee or the County Board due to previous approvals. Motion made by Diane M. Brown, seconded by Dr. Louis Williams to approve a 3-year Antivirus Purchase totaling up to \$8,500. Motion carried.

Approval of HHS Contracts
2014 New and Amended Contracts/Agreements (Mailout #1):

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2014 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (11-13-14)		
CHILEDIA INSTITUTE	Due to the addition of a second youth being served by the Children’s Services Unit who is in need of residential cognitive and behavioral health treatment. (LaCrosse) <i>This will require County Board approval.</i>	<i>Original Contract Amount: \$45,000.</i> To a total amount not to exceed \$80,000.
E. RACKLEY IVEY, M.D.	Due to the need for additional psychiatric services being provided through the Clinical Services Unit. Efforts to find less costly alternatives continue to be pursued. (Madison) <i>This will require County Board approval.</i>	<i>Original Contract Amount: \$169,000.</i> To a total amount not to exceed \$198,000.
LORI KNAPP CRAWFORD, INC.	Due to an increased need of supportive home care or consumer directed support services to children with disabilities being served by the Children’s Services Unit. (Richland Center)	<i>Original Contract Amount: \$29,500.</i> To a total amount not to exceed \$42,000.

Motion made by Diane M. Brown, seconded by Virginia Wiedenfeld to approve the amended 2014 contracts and forward those as necessary onto the County Board for approval. Motion carried.

2015 Revenue Contracts (Mailout #2): Discussion was held regarding the reduction in Community Transformation Grant and Well Woman Program funding.

<i>Provider Name</i>	<i>Provider Description</i>	<i>2014 Budgeted Revenue</i>	<i>2015 Budgeted Revenue</i>
ContinuUs (Southwest Family Care Alliance)	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 109,552	\$ 103,600
Dane County - Capital Consortium	<i>Income Maintenance Consolidation</i>	\$ 287,444	\$ 292,127
Department of Administration	<i>Wisconsin Home Energy Assistance Program</i>	\$ 38,627	\$ 38,967

<i>Provider Name</i>	<i>Provider Description</i>	<i>2014 Budgeted Revenue</i>	<i>2015 Budgeted Revenue</i>
Department of Children and Families	<i>State and County Contract</i>	\$ 463,457	\$ 474,924
	<i>Administration of Child Care Program</i>	\$ 47,654	\$ 60,000
Department of Corrections	<i>Community Youth and Family Aides</i>	\$ 106,185	\$ 94,837
Department of Health Services	<i>Regional Aging & Disability Resource Center Contract</i>	\$ 1,984,640	\$ 2,015,625
	<i>State and County Contract</i>	\$ 1,056,760	\$ 1,032,730
Division of Public Health	<i>Consolidated Contract (Immunization, Maternal Child Health, Well Woman)</i>	\$ 30,224	\$ 33,689
	<i>Public Health Emergency Preparedness and Response</i>	\$ 35,575	\$ 35,575
Department of Transportation	<i>Specialized Transportation 85.21</i>	\$ 68,117	\$ 68,117
	<i>Highway Safety Project</i>	\$ 3,500	\$ 3,500
Greater Wisconsin Agency on Aging Resources, Inc.	<i>AAA Older Americans Programs</i>	\$ 127,734	\$ 124,149
	<i>Active Aging</i>	\$ 7,854	\$ 7,500
	<i>Elder Abuse Services</i>	\$ 10,554	\$ 10,554
	<i>Nutrition Services Incentive Program (NSIP)</i>	\$ 18,576	\$ 18,576
	<i>State Health Insurance Assistance Program (SHIP)</i>	\$ 9,011	\$ 9,035
	<i>State Pharmaceutical Assistance Program (Part D)</i>	\$ 6,550	\$ 6,535
Ithaca School District	<i>Public Health School Health Services</i>	\$ 300	\$ 900
University of Wisconsin-Richland	<i>Mental Health Counseling Services on Campus</i>	\$ 18,000	\$ 18,000
UW School of Medicine & Public Health	<i>Wisconsin Partnership Program</i>	\$ 132,656	\$ 151,118
	<i>Public Health Community Transformation</i>	\$ 50,000	\$ -
Weston School District	<i>Public Health School Health Services</i>	\$ 800	\$ 1,000
		\$ 4,613,770	\$ 4,601,058

Motion made by Donald Seep, seconded by Diane M. Brown to approve the 2015 revenue contracts and forward them onto the County Board for approval. Motion carried.

2015 Contracts > \$50,000 (Mailout #3): Patrick Metz and unit managers reviewed their specific contracts. Fred Clary requested that each column be totaled and forwarded onto the County Board in that format as well.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
<i>ADRC of Eagle Country - Crawford County</i>	<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>	\$ 246,421	\$ 148,101	\$ 260,000
<i>ADRC of Eagle Country - Juneau County</i>	<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>	\$ 367,832	\$ 214,332	\$ 325,000
<i>ADRC of Eagle Country - Sauk County</i>	<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>	Original \$799,479 Amended \$838,730	\$ 512,971	\$ 960,000
<i>Brotoloc North</i>	<i>Clinical Services Unit provider of CBRF services to a client who is transitioning from the Winnebago Mental Health Institute.</i>	<i>Eau Claire</i>	\$ 29,000	\$ -	\$ 95,000
<i>Chileda Institute</i>	<i>Children's Services Unit provider of residential cognitive and behavioral health treatment for youth with severe mental health deterioration who pose a high risk to self and others.</i>	<i>LaCrosse</i>	Original \$45,000 Amended \$80,000	\$ -	\$ 180,000
<i>E. Rackley Ivey, M.D.</i>	<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, and Comprehensive Community Services Program. Dr. Ivey is the Medical Director, and provides psychiatric services and consultation to area professionals/agencies including Pine Valley Health Care.</i>	<i>Madison</i>	Original \$169,000 Amended \$198,000	\$ 142,875	\$ 180,000
<i>Gunderson Lutheran Medical Center and Gundersen Clinic, LTD</i>	<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>	\$ 63,000	\$ 1,131	\$ 63,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
<i>Integrated Development Services</i>	<i>Children's Services Unit provider of counseling and therapeutic intensive autism services to children with disabilities.</i>	<i>Madison</i>	\$ 100,000	\$ 54,465	\$ 100,000
<i>Lucky Star 3 Corporation</i>	<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>	\$ 65,000	\$ 17,122	\$ 130,000
<i>Northwest Counseling & Guidance Clinic</i>	<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>	Original \$45,000 Amended \$53,000	\$ 34,958	\$ 56,000
<i>Northwest Passage, LTD</i>	<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>	\$ 20,000	\$ -	\$ 60,000
<i>Oconomowoc Developmental Training Center - Genesee Lake School</i>	<i>Children's Services Unit provider of residential treatment care to youth.</i>	<i>Dousman</i>	\$ 82,000	\$ 45,224	\$ 70,000
<i>The Richland Hospital, Inc.</i>	<i>Children's Services Unit provider of speech, occupational and physical therapy services to children being served by the Birth to Three Program.</i>	<i>Richland Center</i>	Original \$115,000 Amended \$118,500	\$ 61,256	\$ 100,000
<i>Southwest WI Workforce Development Board</i>	<i>Provides contracted employee services to Richland County Health and Human Services.</i>	<i>Platteville</i>	\$ 454,000	\$ 332,283	\$ 390,000
<i>Trempealeau County Health Care Center</i>	<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>	\$ 150,000	\$ 73,874	\$ 130,000
<i>VARC, Inc.</i>	<i>Clinical Services Unit provider of employment skills training for Comprehensive Community Services consumers who due to mental health issues are unable to find or maintain employment without support.</i>	<i>Viroqua</i>	\$ 65,000	\$ 10,929	\$ 65,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
Wisconsin Early Autism Project	<i>Children's Services Unit provider of counseling and therapeutic intensive autism services to children with disabilities.</i>	<i>Madison</i>	\$ 220,000	\$ 115,115	\$ 220,000
Total 2015 Contracts > \$50,000:			\$ 3,150,483	\$ 1,764,636	\$ 3,384,000

Motion made by Diane M. Brown, seconded by Virginia Wiedenfeld to approve the 2015 contracts > \$50,000 and forward them onto the County Board for approval. Motion carried.

2015 Contracts < \$50,000 (Mailout #4): Discussion was held regarding the selection of local attorneys.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
Breining Law Office	<i>Children's Services Unit provider of Termination of Parental Rights (TPR) legal services and court appointed special prosecutor for complicated CHIPS cases. Clinical Services Unit provider of Special Corporation Counsel services.</i>	<i>Richland Center</i>	\$ 27,600	\$ 6,763	\$ 30,600
Children's Service Society of Wisconsin	<i>Children's Services Unit provider of treatment foster care.</i>	<i>Milwaukee</i>	\$ 20,000	\$ 1,500	\$ 20,000
Family Works Programs, Inc.	<i>Children's Services Unit provider of group and treatment foster home services.</i>	<i>Madison</i>	Original \$25,000 Amended \$75,000	\$ 60,023	\$ 15,000
Fillyaw Adult Family Homes	<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>	Original \$29,500 Amended \$67,000	\$ 27,231	\$ 48,000
Hoffman Adult Family Home	<i>Adult Protective Services provider of AFH residential care and personal care services.</i>	<i>Richland Center</i>	\$ 21,000	\$ 13,926	\$ 22,000
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	\$ 389	\$ 15,000
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	\$ 13,816	\$ 22,000

Provider Name	Provider Description	Location	2014 Contract	2014 Amount Expended *	2015 Contract
Kanton Home Adult Family Home	<i>Clinical Services Unit provider of adult family home services to a Comprehensive Community Services client who is transitioning from an inpatient facility.</i>	<i>Muscoda</i>	\$ 28,000	\$ 11,750	\$ 48,000
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>	\$ 24,000	\$ 4,830	\$ 20,000
Lori Knapp Crawford, Inc.	<i>Children's Services Unit provider of supportive home care or consumer directed support services to children with disabilities.</i>	<i>Richland Center</i>	Original \$29,500 Amended \$42,000	\$ 30,520	\$ 29,500
Lutheran Social Services of Wisconsin and Upper Michigan, Inc.	<i>Children's Services Unit provider of independent living and family preservation services and Clinical Services provider of Comprehensive Community Services psychosocial support services.</i>	<i>Baraboo</i>	\$ 15,000	\$ -	\$ 33,000
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	\$ 17,495	\$ 25,000
Midwest Center for Psychotherapy and Sex Therapy	<i>Children's Services Unit provider of psychosexual therapy for youth with sexual offending/maltreating behaviors.</i>	<i>Madison</i>	\$ 5,280	\$ -	\$ 16,000
Scott Consulting Partners, LLC	<i>Public Health Unit provider of assessment and evaluation consultation and database programming.</i>	<i>Richland Center</i>	\$ 20,000	\$ 11,858	\$ 21,000
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	\$ 4,980	\$ 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 \$26,000 Amended \$46,000	\$ 22,470	\$ 20,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 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>	\$ 17,000	\$ 14,155	\$ 19,000
The Psychology Center	<i>Children's Services Unit provider of court ordered psychological assessments.</i>	<i>Madison</i>	\$ 15,000	\$ 2,663	\$ 15,000
Therapy Without Walls, LLC	<i>Clinical Services Unit provider of specialized behavioral assessments for Comprehensive Community Services children with complex emotional and behavioral issues and ongoing direct services to assist with implementing behavioral plans.</i>	<i>Reedsburg</i>	Original \$5,000 Amended \$20,000	\$ 6,008	\$ 30,000
TLC Senior Home Care	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Arena</i>	\$ 28,000	\$ 21,089	\$ 30,000
Total 2015 Contracts < \$50,000:			\$ 550,880	\$ 271,466	\$ 491,100

Motion made by Dr. Louis Williams, seconded by Larry Jewell to approve the 2015 contracts < \$50,000. Motion carried.

2015 Contracts < \$10,000 (*Mailout #5*): Discussion was held regarding family choice on the selection of summer camps. Angie Rizner noted that Burkhamer Snowplowing would be added as a new provider.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
Burkhamer Snowplowing	<i>Provider of snow plowing and snow removal services at the Community Services Building.</i>	<i>Richland Center</i>	\$ 1,000	\$ -	\$ 6,000
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 \$1,750 Amended \$5,500	\$ 5,429	\$ 1,750
Center Point Counseling Services	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Viroqua</i>	\$ 5,000	\$ 1,454	\$ 5,000
City of Richland Center	<i>Use of the Richland Community/Senior Center as the Richland County Nutrition Program Richland Center Meal Site. Meals are prepared by Richland County Food Service, delivered by Nutrition Program staff, and served at the facility.</i>	<i>Richland Center</i>	\$ 3,600	\$ 3,300	\$ 3,600

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
<i>Cooperative Educational Services Agency (CESA) III</i>	<i>Children's Services Unit provider of occupation and mobility services for a vision impaired child being served by the Birth to Three Program.</i>	<i>Fennimore</i>	\$ 2,500	\$ -	\$ 2,500
<i>Easter Seals of Wisconsin, Inc.</i>	<i>Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Madison</i>	\$ 3,000	\$ -	\$ 3,000
<i>Fitness Choices</i>	<i>Clinical Services Unit provider of recovery education and wellness management services.</i>	<i>Viola</i>	\$ 5,000	\$ 1,050	\$ 7,000
<i>Hidden Spring Clinic</i>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Westby</i>	\$ 3,000	\$ 1,117	\$ 3,000
<i>Homeward Bound, Inc.</i>	<i>Children's Services Unit provider of supportive home care or personal care services to children with disabilities.</i>	<i>Lancaster</i>	\$ 9,500	\$ 1,164	\$ 9,500
<i>Imagine A Child's Capacity</i>	<i>Clinical Services Unit provider of specialized behavioral assessments for children with complex emotional and behavioral issues and ongoing direct services to assist with implementing behavioral plans.</i>	<i>Madison</i>	\$ 9,000	\$ -	\$ 6,000
<i>National Seating and Mobility</i>	<i>Children's Services Unit provider of adaptive aids and other related items to children with disabilities.</i>	<i>Madison</i>	\$ 9,500	\$ 60	\$ 9,500
<i>Orion Family Services</i>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessments for Comprehensive Community Services child consumers.</i>	<i>Madison</i>	\$ 7,000	\$ -	\$ 7,000
<i>Passages, Inc.</i>	<i>Contract amount is a contribution the Finance Committee has instructed us to provide to Passages, Inc.</i>	<i>Richland Center</i>	\$ 3,000	\$ 1,500	\$ 3,000
<i>Pauquette Center</i>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessments for Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	\$ 3,000	\$ -	\$ 3,000
<i>Richland School District</i>	<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	\$ 1,940	\$ 3,700
<i>Tellurian UCAN, Inc.</i>	<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	\$ 10,827	\$ 9,500

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 Contract</i>	<i>2014 Amount Expended *</i>	<i>2015 Contract</i>
The Rivers Family Therapy Center, LLC	<i>Children's Services Unit provider of psychosexual assessments for youth with sexual offending/maltreating behaviors.</i>	<i>LaCrosse</i>	Original \$1,400 Amended \$8,000	\$ 4,720	\$ 6,000
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>	\$ 4,000	\$ 1,400	\$ 4,000
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>	\$ 2,000	\$ -	\$ 2,000
ZirMed, Inc.	<i>Clinical Services Unit provider of electronic claims submission and management software for the electronic health record (EHR) system.</i>	<i>Louisville, Kentucky</i>	\$ 4,000	\$ 3,635	\$ 4,000
Total 2015 Agreements < \$10,000:			\$ 125,000	\$ 39,596	\$ 101,450

Motion made by Diane M. Brown, seconded by Virginia Wiedenfeld to approve the 2015 contracts < \$10,000. Motion carried.

2015 Memorandums of Understanding (Mailout #6):

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2014 MOU</i>	<i>2014 Amount Expended *</i>	<i>2015 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>	\$ 426,802	\$ 308,279	\$ 430,963
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>	\$ 88,000	\$ 53,606	\$ 88,000
Symons Recreation Complex	<i>Clinical Services Unit provider of swimming services to Comprehensive Community Services consumers and Children's Services Unit provider of swimming services to children with disabilities.</i>	<i>Richland Center</i>	Original \$3,000 Amended \$5,000	\$ 3,455	\$ 5,000
Total 2015 MOUs:			\$ 519,802	\$ 365,340	\$ 523,963

Motion made by Donald Seep, seconded by Larry Jewell to approve the 2015 memorandum of understandings. Motion carried.

Approval of 2015 Vehicle Lease Agreements and a Memorandum of Understanding (MOU) (Mailout #7): Linda Symons reviewed the annual lease agreements and MOUs for the cost of \$1.00 per vehicle per year. Motion made by Fred Clary, seconded by Diane M. Brown to approve the 2015 vehicle lease agreements and MOU. Motion carried.

Approval of 2015 s.85.21 Specialized Transportation Assistance Grant (Mailout #8): Linda Symons requested approval of the annual allocation noting that the county match totals \$15,711.17 in order to receive \$68,117 for transportation programming. Motion made by Larry Jewell, seconded by Fred Clary 2015 to approve the 2015 s.85.21 Specialized Transportation Assistance Grant and forward the recommendation onto the County Board for approval. Motion carried.

Approval of 5-year Contract with Liturgical Publications, Inc. (Mailout #9): Linda Symons distributed samples of Liturgical Publications newsletters noting that, while ADRCs are not required to offer a newsletter, they do reach individuals that would not be reached in other ways. Linda Symons noted that the only cost would be staff time in preparing articles and distribution. Marilyn Rinehart questioned the liturgical connection given the name of the company. Linda Symons stated that we can choose the advertisers and impose restrictions, such as the exclusion of religious or political affiliation advertisements. Discussion was held regarding whether staff would have time to prepare articles, etc. Linda Symons noted that she has already collected a variety of articles and is considering offering this publication bi-monthly instead of monthly at first. It was noted that the minimum order is 900 newsletters which would be distributed primarily by hand through volunteers or mailed. Motion made by Diane M. Brown, seconded by Virginia Wiedenfeld to approve the 5-year contract with Liturgical Publications, Inc. Motion carried.

Approval of Application for and Acceptance of a Meals On Wheels Opportunity-Based Grant (Mailout #11): Marianne Stanek stated that this grant would enable the Senior Nutrition Program to make various improvements to the Viola Meal Site. Discussion was held regarding the improvements being made and whether it is worth putting money into the facility. Marianne Stanek noted that she feels the facility is worth the investment and the Village of Viola is in agreement with these improvements. Motion made by Donald Seep, seconded by Virginia Wiedenfeld to approve the application for and acceptance of a Meals On Wheels Opportunity-based Grant and forward the recommendation onto the County Board for approval. Motion carried.

Clinical Services Unit Update: Patrick Metz reported that the agency is exploring collaborating with Crawford County and Crossing Rivers Health (Prairie du Chien) to improve/share psychiatric services, as we both have very similar needs and cannot afford employing full-time staff. This search for alternative shared psychiatric services does include fees in locating and securing qualified professionals. Patrick Metz noted that there is an existing telemedicine grant that we are also looking into to see if this initiative could help us in our search and offer additional options for telehealth. Patrick Metz stated that the hiring of a shared APNP is also being pursued.

Approval of Coordinated Services Team (CST) Project Purchases: Patrick Metz stated that the agency received State funding in 2014 totaling approximately \$62,000 to operate the CST Program. Staff time and indirect costs have been allocated as appropriate to those funds; however, an excess of approximately \$20,000 remains that must be used to purchase items relevant to the program. Items we are considering purchasing include laptops with docking stations, art supplies, and office supplies/equipment/furniture.

Patrick Metz stated that we are also looking at developing the vacant space into a community space and these funds could possibly finance a kitchenette (pending State approval for the specific use of these funds). This community space could also be utilized by other units to improve their programming needs and would eventually be developed to offer a structured area for confidential client interactions. Patrick Metz noted that the excess CST funds need to be spent before the end of 2014. Fred Clary questioned if the kitchenette would required an Ansul system or if there would be other code issues with the project. Patrick Metz stated that he would have to research the possible code requirements and also consult with Larry Fowler or the City Building Inspector before pursuing the kitchenette further.

Discuss HHS Space Needs: Patrick Metz noted that the agency does have a need for use of the vacant space and does not want to see it remain storage only. Community or Drop-in Center ideas are being pursued for this area and the potential kitchenette and computer lab could be utilized by various community partners which would be considered a valuable county-wide resource and possibly a revenue source for the agency. Discussion was held regarding staffing a Drop-in Center. Tracy Thorsen noted that internal staff currently offer group programs, so they would simply utilize this new space and train volunteers to assist with programming needs. Amanda Coorough stated that staff would reallocate their time and develop programming around the new space.

Patrick Metz stated that the agency would also like to be considered in the current county budgeting plan that is being pursued for Pine Valley Healthcare and the Courthouse to make improvements to the older areas of the building; including the addition of walls and new flooring. Fred Clary stated that the long-term plans currently being pursued by Pine Valley Healthcare, the Courthouse, and UW-Richland have taken significant time to develop and the formation of a long-term plan for Health & Human Services is going to take some time as well; however, our short-term plan to create a kitchenette is a more realistic project. Tracy Thorsen clarified that CST funds are not grant funds, they are programming dollars that have already been awarded to the agency, and the State is requesting that we spend the remaining 2014 funds before the end of the year. Discussion was held regarding the timeliness of the purchases that need to be made and the delays the county purchase policies would imply. Motion made by Diane M. Brown, seconded by Virginia Wiedenfeld to approve a variety of Coordinated Services Team (CST) Project purchases above the \$1,000 Director approval process and move forward with developing a kitchenette in the vacant space. Motion carried.

The next regular Board meeting is scheduled for Thursday, December 11, 2014 at 9:30am at the Community Services Building.

Adjourn: Motion by Fred Clary, seconded by Larry Jewell to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor