

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
October 12, 2017

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on October 12, 2017 by Dr. Bryan Myers in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Debra Kyser, Dr. Louis Williams, Donald Seep, Dr. Bryan Myers, Larry Jewell, Linda Gentes, Marty Brewer, and Ingrid Glasbrenner.

Members Absent: Kerry Severson.

Others Present: Angie Rizner, Becky Dahl, Patrick Metz, Roxanne Klubertanz-Geber, Stephanie Ronnfeldt, Tim Gottschall, and George Hege.

Approve Agenda and Posting: Motion by Marty Brewer, seconded by Linda Gentes to approve the agenda and proper posting. Motion carried.

Approve September 14, 2017 Health and Human Services Board Minutes: Motion by Dr. Louis Williams, seconded by Debra Kyser to approve the Health & Human Services Board meeting minutes. Motion carried.

Citizen Comments: Those present welcomed Ingrid Glasbrenner to the Health & Human Services Board. Ms. Glasbrenner reported that she has been a registered nurse at the Richland Hospital for 10 years and is looking forward to serving on this Board.

Linda Gentes questioned if we need to replace the vacant Business Systems Supervisor position at this time. Patrick Metz stated that this topic is scheduled to be reviewed during a meeting later this afternoon.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services 2017 Voucher Report for October 12, 2017 was distributed. The following items required additional discussion:

Voucher #10 – Cardmember Service: This was to pay for a deposit on the remodeling of the Main Front Desk which was previously approved.

Voucher #63 – Redwood Biotech: This was to pay for alcohol/drug screening equipment as necessary for Treatment Court which is reimbursed by the Treatment Alternatives and Diversion (TAD) Grant.

Previously Paid

Voucher #1 – Walmart: This was to purchase gift cards for families who qualify for a pilot Post Reunification Support Grant and the funding is utilized to maintain or reunify children in their family homes instead of into an alternative, more costly placement. Tim Gottschall noted that this is year three of the pilot project in the state of Wisconsin, which has been successful in other states. Motion by Don Seep, seconded by Dr. Louis Williams to approve the 2017 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

2017 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2017 Expense Reports	18	\$9,851.22
Richland County Health and Human Services – 2017 Vouchers	36	\$26,971.28
Richland County Health and Human Services – 2017 Prepaid Vouchers	4	\$1,229.37
TOTAL	58	\$38,041.87

2017 Budget Summary: Tim Gottschall noted that the County Clerk’s Office has not finalized their books yet for this month, so we are unable to offer a budget report through September 2017. Discussion was held regarding the Winnebago and Mendota Mental Health Institutes long-term adult placements. Tim Gottschall reported that the costs were approximately \$34,000 - \$38,000 for July and August, so we are projecting the total placement costs to reach \$1.1 million by the end of the year.

2017 Contract Monitoring Report: Angie Rizner distributed and reviewed those contracts on the report that currently exceed 70% utilization, noting that most invoicing is only through August. It was noted that most contracts are right on track with the exception of Kareo, Lori Knapp Crawford, Inc., and Tellurian UCAN, Inc. which will be closely reviewed and amended next month.

2018 Budget Update: Patrick Metz reported that he understood the Finance & Personnel Committee approved our 2018 budget as presented, management restructuring proposal, and could include salary increases if supported by the wage and compensation study. Therefore, updated position descriptions will be presented at the November Health & Human Services Board meeting to be presented to the December Finance & Personnel Committee and County Board.

Dr. Bryan Myers stated that he intends to include the management restructuring proposal pay grade changes in the County Board 2018 budget resolution since the wage and compensation study may not include these changes. It was noted that the cost of the management restructuring proposal is approximately \$10,000 and Patrick Metz assured that those costs could be absorbed by Health & Human Services. Discussion was held regarding the uncertainty of the results of the wage and compensation study.

Dr. Bryan Myers noted that the Finance & Personnel Committee was able to come up with approximately \$750,000 for the placement funds, but is still short and the General Fund is critically low. Don Seep stated that the Finance & Personnel Committee is anticipating an increase in revenues.

Quarterly Review of Organizational Report: Angie Rizner distributed an updated organizational chart and reviewed the most recent changes. Discussion was held regarding the turnover in the Clinical Services Unit and the possibility of splitting the time of a Mental Health Therapist between the Outpatient Clinic and the Comprehensive Community Services (CCS) Program since the CCS Program receives better financial reimbursement. Patrick Metz stated that we are also looking at changing our CCS service providers from a master’s degree level requirement to a bachelor’s degree level to ease with recruitment and retention.

Approval of Health & Human Services Contracts:
2017 New & Amended Contracts/Agreements (Mailout #1):

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2017 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS 10-12-17)		
FIREBACK, LLC.	A provider of in-home/individual therapy & wellness management to Comprehensive Community Services consumers being served by the Clinical Services Unit. (LaCrosse)	For a total amount not to exceed \$15,000.

Motion by Marty Brewer, seconded by Debra Kyser to approve the new 2017 contract. Motion carried.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2017 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-12-17)		
HIDDEN SPRING CLINIC	Due to an increased need for psychotherapy provided to a child being served by the Children's Services Unit. (Westby)	<i>Original Agreement Amount: \$5,000.</i> To a total amount not to exceed \$12,000.

Motion by Linda Gentes, seconded by Ingrid Glasbrenner to approve the amended 2017 contract. Motion carried.

2018 Revenue Contracts (Mailout #2):

<i>Provider Name</i>	<i>Provider Description</i>	<i>2017 Budgeted Revenue</i>	<i>2018 Budgeted Revenue</i>
Care Wisconsin First, Inc.	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 50,000	\$ 55,000
Inclusa <i>(formerly known as Community Link, Inc. or ContinuUs)</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 107,706	\$ 119,674
Dane County Capital Consortium	<i>Income Maintenance Consolidation</i>	\$ 991,477	\$ 991,539
Department of Administration	<i>Wisconsin Home Energy Assistance Program</i>	\$ 58,878	\$ 56,234
Department of Children and Families	<i>State and County Contract</i>	\$ 349,898	\$ 377,890
	<i>Administration of Child Care Program</i>	\$ 58,585	\$ 47,224
	<i>Community Youth and Family Aides</i>	\$ 64,393	\$ 85,537
Department of Health Services	<i>Regional Aging & Disability Resource Center Contract</i>	\$ 2,015,625	\$ 2,015,625
	<i>State and County Contract</i>	\$ 1,032,730	\$ 1,063,712
Division of Public Health	<i>Consolidated Contract (Immunization, Maternal Child Health, Well Woman)</i>	\$ 27,951	\$ 23,722
	<i>Public Health Emergency Preparedness and Response</i>	\$ 35,430	\$ 35,430

<i>Department of Transportation</i>	<i>Specialized Transportation 85.21</i>	\$ 69,578	\$ 69,578
<i>Greater Wisconsin Agency on Aging Resources, Inc.</i>	<i>County Contract</i>	\$ 124,149	\$ 124,149
<i>Ithaca School District</i>	<i>Public Health School Health Services</i>	\$ 900	\$ 900
<i>My Choice Family Care, Inc.</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 18,000	\$ 18,000
<i>University of Wisconsin-Richland</i>	<i>Mental Health Counseling Services on Campus</i>	\$ 18,000	\$ 18,000
		\$ 5,023,300	\$ 5,102,214

The Greater Wisconsin Agency on Aging Resources, Inc. 2018 revenue amount was increased to the same amount as 2017, and Angie Rizner was instructed to verify that increase before submitting the list for County Board approval. Motion by Don Seep, seconded by Debra Kyser to approve the 2018 Revenue Contracts, and forward them onto the County Board for approval. Motion carried.

2018 Contracts > \$50,000 (Mailout #3):

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2017 Contract</i>	<i>2017 Amount Expended *</i>	<i>2018 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.(Prairie du Chien Office)</i>	<i>Prairie du Chien</i>	\$ 260,000	\$ 123,936	\$ 300,000
<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. (Mauston Office)</i>	<i>Mauston</i>	\$ 325,000	\$ 162,386	\$ 380,000
<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. (Baraboo Office)</i>	<i>Baraboo</i>	\$ 960,000	\$ 438,643	\$ 960,000
<i>Carley Adult Family Home</i>	<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 \$10,000 Amended \$45,000 Amended \$75,000	\$ 45,506	\$ 75,000
<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 \$182,500	\$ 121,430	\$ 200,000
<i>Family Works Programs, Inc.</i>	<i>Children's Services Unit provider of group and treatment foster home services.</i>	<i>Madison</i>	\$ 140,000	\$ 33,403	\$ 140,000
<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>	\$ 55,000	\$ 38,990	\$ 57,000

Community Service Associates dba Pauquette Center for Psychological Services	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	Original \$5,000 Amended \$30,000	\$ 9,725	\$ 15,000
Coulee Region Psychiatric Services, S.C.	<i>Clinical Services Unit provider of in-person clinical/psychiatric supervision and consultation.</i>	<i>Onalaska</i>	\$ 15,000	\$ 7,400	\$ 30,000
Dane County Juvenile Detention Center & Shelter Care	<i>Children's Services Unit provider of secure and non-secure placement facility for children subject to criminal sanctions.</i>	<i>Madison</i>	Original \$10,000 Amended \$30,000	\$ 25,575	\$ 30,000
Driftless Counseling, LLC	<i>Clinical Services Unit provider of individual skill development and psychotherapy to Comprehensive Community Services consumers.</i>	<i>Viroqua</i>	\$ 30,000	\$ 14,550	\$ 45,000
Easter Seals of 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>	\$ 11,000	\$ -	\$ 11,000
Evergreen Manor, Inc.	<i>Clinical Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	<i>Necedah</i>	\$ 10,000	\$ -	\$ 10,000
Experience Wellness	<i>Clinical Services Unit provider of in-home/individual therapy & wellness management to Comprehensive Community Services consumers.</i>	<i>Soldiers Grove</i>	\$ 40,000	\$ 7,186	\$ 40,000
Family Service Madison, Inc.	<i>Clinical Services Unit provider of psychotherapy services and community skills development to Comprehensive Community Services consumers. Children's Services Unit provider of counseling, therapeutic services and adaptive aids to children with disabilities.</i>	<i>Madison</i>	\$ 10,000	\$ 383	\$ 10,000
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>	\$ 45,000	\$ 425	\$ 30,000
Provider Name	Provider Description	Location	2017 Contract	2017 Amount Expended *	2018 Contract
Fireback, LLC	<i>Clinical Services Unit provider of in-home/individual therapy & wellness management to Comprehensive Community Services consumers.</i>	<i>LaCrosse</i>	\$ -	\$ -	\$ 15,000
Fitness Choices	<i>Clinical Services Unit provider of recovery education and wellness management services.</i>	<i>Viola</i>	Original \$15,000 Amended \$25,000	\$ 14,927	\$ 25,000

Forward Home for Boys	<i>Children's Services Unit provider of group home services.</i>	<i>Richland Center</i>	Original \$25,000 Amended \$49,500 Amended \$75,000	\$ 38,671	\$ 25,000
Gundersen Lutheran Administrative Services, Inc. independently and as agent for Gundersen Lutheran Medical Center, Inc. and Gundersen Clinic, LTD.	<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>	\$ 50,000	\$ -	\$ 49,500
Harmony Place Assisted Living, LLC	<i>Clinical Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	<i>Richland Center</i>	\$ 30,000	\$ 2,200	\$ 30,000
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>	\$ 15,000	\$ 683	\$ 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>	\$ 23,000	\$ 6,175	\$ 15,000
Kareo	<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>Irvine, CA</i>	\$ 11,000	\$ 14,220	\$ 15,000
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>	\$ 36,000	\$ 6,855	\$ 36,000
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>	\$ 49,000	\$ 38,296	\$ 49,500
National Seating and Mobility	<i>Children's Services Unit provider of adaptive aids and other related items to children with disabilities.</i>	<i>Madison</i>	\$ 11,000	\$ -	\$ 11,000
Provider Name	Provider Description	Location	2016Contract	2016 Amount Expended *	2017 Contract

New Visions Treatment Homes	<i>Children's Services Unit provider of treatment foster home care.</i>	<i>Eau Claire</i>	Original \$8,000 Amended \$15,000	\$ 7,434	\$ 15,000
Orion Family Services	<i>Clinical Services Unit provider of psychotherapy and psychoeducation services to Comprehensive Community Services consumers.</i>	<i>Madison</i>	Original \$7,000 Amended \$45,000	\$ 28,143	\$ 45,000
Prairie du Chien Memorial Hospital Association, Inc. dba Crossing Rivers Health	<i>Clinical Services Unit provider of telepsychiatric services to the Mental Health Outpatient Clinic.</i>	<i>Prairie du Chien</i>	\$ 49,500	\$ 3,250	\$ 49,500
Randall Cullen, M.D.	<i>Clinical Services Unit provider of in-person psychiatric services, supervision and consultation to clients and staff. Dr. Randall Cullen will serve as the Medical Director.</i>	<i>Madison</i>	\$ 9,500	\$ -	\$ 40,000
Regroup Therapy, Inc.	<i>Clinical Services Unit provider of telepsychiatry services.</i>	<i>Chicago, IL</i>	\$ 20,000	\$ -	\$ 30,000
Schmidt Consulting, LLC	<i>Clinical Services Unit provider of substance abuse consultation to staff.</i>	<i>Viroqua</i>	\$ 15,000	\$ 2,379	\$ 15,000
Seasons Counseling	<i>Clinical Services Unit provider of Comprehensive Community Services psychosocial support services.</i>	<i>Baraboo</i>	\$ 10,000	\$ 210	\$ 10,000
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	\$ 4,647	\$ 12,000
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>	\$ 15,000	\$ 13,656	\$ 15,000
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>	\$ 30,000	\$ 19,975	\$ 30,000
United Cerebral Palsy of Greater Dane County	<i>Children's Services Unit provider of home based respite services to children with disabilities.</i>	<i>Madison</i>	\$ 11,000	\$ 1,891	\$ 11,000
Upland Point Corporation	<i>Clinical Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	<i>Dodgeville</i>	\$ 40,000	\$ -	\$ 20,000
VARC, Inc.	<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>	\$ 30,000	\$ 13,468	\$ 45,000
Viroqua Nutrition Counseling, LLC	Clinical Services Unit provider of recovery education and wellness management to Comprehensive Community Services	Viroqua	\$ 15,000	\$ -	\$ 15,000

consumers.

Provider Name	Provider Description	Location	2016 Contract	2016 Amount Expended *	2017 Contract
Wisconsin Badger Camp	Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.	Platteville	\$ 11,000	\$ -	\$ 11,000
	Total 2018 Contracts < \$50,000:		\$ 946,000	\$ 303,612	\$ 942,500

Angie Rizner noted that the Lori Knapp Crawford, Inc. total of \$5,000 was a typo and should be increased to \$49,500. Motion by Linda Gentes, seconded by Dr. Louis Williams to approve the 2018 Contracts < \$50,000. Motion carried.

2018 Agreements < \$10,000 (Mailout #5):

Provider Name	Provider Description	Location	2017 Contract	2017 Amount Expended *	2018 Contract
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>	\$ 1,750	\$ -	\$ 1,750
BI Incorporated	<i>Children's Services Unit provider of monitors and sobrietors to place in the homes of parents and/or juveniles.</i>	<i>Boulder, CO</i>	\$ 5,000	\$ 1,570	\$ 7,500
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	\$ 2,700	\$ 3,600
Communication Development Center	<i>Children's Services Unit provider of daily living skills training to a child with disabilities.</i>	<i>Madison</i>	\$ 2,000	\$ -	\$ 2,000
D&P Enterprises	<i>Provider of snow plowing and snow removal services at the Community Services Building.</i>	<i>Richland Center</i>	\$ 6,000	\$ 1,440	\$ 6,000
Hope Haven	<i>Clinical Services Unit provider of AODA residential treatment.</i>	<i>Madison</i>	\$ 5,000	\$ 1,400	\$ 9,500
Jesse Crawford Recovery Center, Inc.	<i>Clinical Services Unit provider of AODA residential treatment.</i>	<i>Madison</i>	\$ 1,000	\$ -	\$ 5,000
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>	\$ 9,500	\$ 20	\$ 9,500
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>	\$ 5,000	\$ -	\$ 5,000
Midwest Monitoring and Surveillance	<i>Clinical Services Unit provider of SoberLink monitoring equipment for Sobriety Court participants.</i>	<i>Burnsville, MN</i>	\$ 9,500	\$ -	\$ 9,500
Midwest Professional Karate, LLC	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	<i>Richland Center</i>	\$ 1,000	\$ 145	\$ 1,000
Mineral Point School District	<i>Children's Services Unit provider of orientation and mobility services for visually impaired children.</i>	<i>Mineral Point</i>	\$ 5,000	\$ -	\$ 5,000
Northwest Regional Juvenile Detention Center	<i>Children's Services Unit provider of secure and non-secure placement facility for children subject to criminal sanctions.</i>	<i>Eau Claire</i>	\$ 5,000	\$ -	\$ 5,000
Passages, Inc.	<i>Contract amount is a contribution the Finance Committee has instructed us to provide to Passages, Inc.</i>	<i>Richland Center</i>	\$ 2,600	\$ 2,600	\$ 2,600
Red Dragon Martial Arts Academy	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	<i>Richland Center</i>	\$ 1,000	\$ -	\$ 1,000
Redwood Toxicology Laboratory, Inc.	<i>Children's Services Unit provider of laboratory testing and monitoring equipment for drug use and abuse of parents and/or juveniles. Clinical Services Unit provider of laboratory testing and monitoring equipment to Sobriety Court participants.</i>	<i>Santa Rosa, CA</i>	Original \$1,500 Amended \$3,500 Amended \$9,500	\$ 1,820	\$ 9,500

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>	\$ 3,800	\$ 1,959	\$ 3,800
Provider Name	Provider Description	Location	2017 Contract	2017 Amount Expended *	2018 Contract
Schmitt Woodland Hills	<i>Clinical Services Adult Protective Services and ADRC provider of respite, supportive home care, housekeeping, personal care and errands through their House Calls Unit.</i>	<i>Richland Center</i>	\$ 5,000	\$ 1,384	\$ 9,500
Scott Consulting Partners, LLC	<i>Public Health Unit provider of assessment and evaluation consultation and database programming.</i>	<i>Richland Center</i>	\$ 9,500	\$ 5,215	\$ 9,500
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>	\$ 5,000	\$ -	\$ 5,000
ZirMed, Inc.	<i>Clinical Services Unit provider of electronic claims submission and management software for the electronic health record (EHR) system.</i>	<i>Louisville, KY</i>	\$ 5,000	\$ 2,784	\$ 5,000
Total 2018 Agreements < \$10,000:			\$ 100,750	\$ 23,037	\$ 116,250

Motion by Debra Kyser, seconded by Marty Brewer to approve the 2018 Agreements < \$10,000. Motion carried.

2018 Memorandums of Understanding (Mailout #6):

Provider Name	Provider Description	Location	2017 MOU	2017 Amount Expended *	2018 MOU
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. (Richland Center Office)</i>	<i>Richland Center</i>	\$ 431,000	\$ 194,400	\$ 440,000
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>	\$ 115,500	\$ 64,038	\$ 100,000
Symons Recreation Complex	<i>Clinical Services Unit provider of swimming services to Comprehensive Community Services consumers, Children's Services Unit provider of swimming services to children with disabilities, and ADRC provider of Stepping On Program.</i>	<i>Richland Center</i>	\$ 12,000	\$ 3,301	\$ 9,500
Total 2018 MOUs:			\$ 558,500	\$ 261,739	\$ 549,500

Motion by Marty Brewer, seconded by Debra Kyser to approve the 2018 Memorandums of Understanding. Motion carried.

Personnel Updates: Patrick Metz reported that Derek Kalish, Business Systems Supervisor, submitted his resignation effective September 29, 2017 and transferred to the County Clerk's Office; Nicole Steldt, Mental Health Therapist, submitted her resignation effective October 5, 2017; and Teresa Nundahl, Mental Health Therapist, submitted her resignation effective October 18, 2017. Motion by Dr. Louis Williams, seconded by Linda Gentes to approve the resignation of Derek Kalish, Business Systems

Supervisor, effective September 29, 2017; Nicole Steldt, Mental Health Therapist, effective October 5, 2017; and Teresa Nundahl, Mental Health Therapist, effective October 18, 2017. Motion carried.

Patrick Metz stated that Derek Kalish has been hired through the Southwest Wisconsin Workforce Development Board starting October 2, 2017 as an LTE Administrative Support position to work 5-10 hours/week until the Business Systems Supervisor position is filled and trained.

Patrick Metz reviewed our vacant county positions noting that we are currently interviewing to fill the vacant Public Health RN and Children's Services Case Manager positions. We are currently reviewing applications for the vacant CPS/JJ Supervisor, Business Systems Supervisor, and Mental Health Therapist positions. We are not refilling the following vacant, full-time county positions at this time in an effort to offer savings to the budget: Secretary, Confidential Administrative Secretary, Early Intervention Special Educator, Psychiatric RN, and Public Health Manager. Patrick Metz stated that filling the Public Health Manager position is on hold until early 2018.

Requesting Financial Assistance from the City of Richland Center Update: Patrick Metz reported that the Health & Human Services Board motion last month was specific to requesting financial assistance from the City of Richland Center for Richland County placement expenses; however, the Richland Center City Council is more interested in assisting with funding a local psychiatrist. Dr. Bryan Myers stated that he would hope the Richland Hospital, Richland Medical Center, Richland County Health & Human Services, and the City of Richland Center could come together and fund a full-time psychiatrist locally. Motion by Don Seep, seconded by Ingrid Glasbrenner to request Director Patrick Metz negotiate with the Richland Center City Council for financial assistance with our current psychiatric costs and create a joint committee to address the need for psychiatry in this county. Motion carried.

Regional ADRC Update: Becky Dahl stated that the Regional Aging & Disability Resource Center (ADRC) model has tension right now due to the regional budget and Richland County Health & Human Services continuing as the fiscal agent. It was requested that fiscal agent staff improve communication with the regional managers. A few meetings have occurred and others have been scheduled to discuss the funding flow and commit to fiscal agent presentations. Becky Dahl noted that the current financial status of Richland County has fueled these conversations, noting that any of the county partners (Sauk, Juneau or Crawford County) could take over as the fiscal agent. Don Seep questioned who from this office would be involved in the fiscal staff meetings. It was noted that Tim Gottschall would be in attendance as the Richland County Health & Human Services fiscal representative. Becky Dahl stated that she is not recommending a change in the fiscal agent at this time; however, when considering the future recruitment of a Regional ADRC Manager, there is a significant wage discrepancy. It would be difficult to encourage staff from other ADRC partner counties to apply for the position, since the Regional ADRC Manager is employed by Richland County Health & Human Services and is paid less than most front-line ADRC staff in other partner counties.

Tim Gottschall stated that there is a misconception that it is beneficial for Richland County Health & Human Services to continue as the fiscal agent for the Regional ADRC. Richland County Health & Human Services does not have access to excess dollars and actually there has been an increase in overall costs and staff time devoted to the Regional ADRC operations. It has actually become less advantageous for us to be the fiscal agent, as the indirect dollars that we are allocating through the whole agency do not cover our costs. Additionally, funding for the entire region does not come into Richland County until the first quarter of the year due to delayed revenues, so we are often "financially floating" the four Regional ADRC offices January to April of every year.

Patrick Metz agreed that being the fiscal agent for the Regional ADRC has become more of a burden than advantageous and we do not believe that this trend will change. Becky Dahl noted that Juneau County is willing to take over as the fiscal agent if necessary. Motion by Marty Brewer, seconded by Debra Kyser to request Patrick Metz bring back more information on this topic next month. Discussion was held regarding the physical location of the regional office and the continued Richland County Health & Human Services employment of Regional ADRC staff. Patrick Metz stated that it makes sense for the fiscal agent and the Regional ADRC office to be housed in the same location. Becky Dahl noted that she is uncertain if Juneau County has a physical space for the Regional ADRC office staff. Motion carried.

Adjourn: Motion by Marty Brewer, seconded by Debra Kyser to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor