



JOINT COUNTY BOARD STAFF/FINANCE COMMITTEES
Minutes – July 11, 2016

Call to Order: Finance Committee Chair Mawhinney called the joint meeting of the County Board Staff Committee and the Finance Committee to order at 8:00 A.M. in Conference Room N-1/N-2 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: County Board Staff Committee – Supervisors Podzilni, Kraft, Arnold, Brill, Bussie, Mawhinney, Peer, Sweeney and Thomas. Finance Committee – Supervisors Mawhinney, Kraft and Podzilni.

Committee Members Absent: Finance Committee - Supervisors Beaver and Fox.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Sherry Oja, Finance Director; Annette Mikula, Human Resources Director; Kate Luster, Human Services Director; Phil Boutwell, Human Services Deputy Director; Sara Mooren, Administrative Services Division Manager, Human Services; Jodi Parson, Secretary, Human Services; Mickey Crittenden, Information Technology Director.

Others Present: Supervisor Yeomans.

Approval of Agenda: Supervisor Bussie moved approval of the agenda as presented, second by Supervisor Arnold. ADOPTED.

Citizen Participation, Communications and Announcements: Mr. Smith said on July 19th the General Services Committee will have an update on the residence hall at UW-Rock County and invited the Finance Committee members (and other Supervisors) to attend.

Transfer (Finance Committee).

Facilities Management

| <u>FROM</u> | | <u>TO</u> | |
|----------------------------------|----------------------|--------------------------------|----------------------|
| <u>Account #</u> | <u>Amount</u> | <u>Account #</u> | <u>Amount</u> |
| 18-1815-0000-67200 | \$159,010 | 18-1849-0000-67200 | \$159,010 |
| HCC Building Complex Operational | | HCC Complex - Capital Projects | |

Supervisor Podzilni moved approval of the above Transfer and Appropriation for the General Services Committee, second by Supervisor Kraft. ADOPTED.

Adoption of Minutes of June 16, 2016 (Finance Committee) Supervisor Podzilni moved approval of the minutes of June 16, 2016 as presented, second by Supervisor Kraft. ADOPTED.

Adoption of Minutes of June 13, 2016 and June 20, 2016 Supervisor Kraft moved approval of the minutes of June 13, 2016 and June 20, 2016 as presented, second by Supervisor Thomas. ADOPTED.

Committee Approvals (Finance Committee).

Accepting Adult Immunization Grant Amendment to the Consolidated Contracts and Amending the 2016 Rock County Public Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____ 2016 does hereby authorize the Rock County Health Department to accept this Consolidated Contract amendment in the amount of \$11,547, and amend the 2016 Rock County Public Health Department Budget as follows:

...”

Supervisor Kraft moved Committee approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Accepting Asthma Capacity Program Grant Amendment to the Consolidated Contracts and Amending the 2016 Rock County Public Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____ 2016 does hereby authorize the Rock County Health Department to accept this Consolidated Contract amendment in the amount of \$12,836, and amend the 2016 Rock County Public Health Department Budget as follows:

...”

Supervisor Kraft moved Committee approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Accepting South Central Healthcare Coalition (SCHCC) Micro-grant Award Fund Adjustment and Amending the 2016 Rock County Public Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____ 2016 does hereby authorize the Rock County Health Department to accept this micro-grant in the amount of \$750, and amend the 2016 Rock County Public Health Department Budget as follows:

...”

Supervisor Kraft moved Committee approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Creating Two Bachelor Level Case Manager Positions, a Peer Specialist Position and Amending the 2016 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____ 2016 does hereby approve the creation of 2.0 FTE Bachelor Level Case Manager positions, approve the creation of the Peer Specialist position and authorize the Human Services Department to fill those positions; and,

BE IT FURTHER RESOLVED, that the 2016 Budget be amended as follows:

...”

Supervisor Podzilni moved Committee approval of the above resolution contingent on approval by the Human Services Board and County Board Staff Committee, second by Supervisor Kraft. ADOPTED.

Resolution.

Recognizing Lisa Mianecki

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors at its regular meeting this ___ day of _____ 2016, directs that a sincere expression of recognition be given to Lisa Mianecki for her thirty years of service and expresses to her best wishes for the future.”

Supervisor Kraft moved Committee approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Supervisor Peer moved approval of the above resolution for the County Board Staff Committee, second by Supervisor Arnold. ADOPTED.

Review and Discussion of Preliminary 2017 Budget Projection and Program Information – Human Services Department: Ms. Luster welcomed everyone, thanked them for coming and introduced her staff.

Ms. Luster reviewed the Human Services Department (HSD) Mission Statement, “Building upon the strengths of clients to encourage independence by providing quality services with respect for the dignity of all persons served.”

Ms. Luster stated that most of the services provided by HSD are mandated services governed by statutes and administrative codes; Child Protective Services – Chapter 48, Juvenile Justice Services – Chapter 938, Economic Support Services – Chapter 49, Long Term Support Services – Chapter 46 & 54, and Mental Health/AODA Services – Chapter 51.

Ms. Luster said the 2017 HSD budget, as a Cost to Continue Budget, directions were to: Assume 1.5% general inflationary increase for personnel and other operating costs; Identify

known revenue increase/decreases; Actions necessary to reduce the county tax levy to a level no greater than received in 2016; List the actions in priority order. Ms. Luster added that they also have to keep in mind that the Department will be taking on more programs due to Family Care.

Ms. Luster said the anticipated revenue decreases include: State reduction in Youth Aides funding (a loss of about \$150,000); State regionalization of Independent Living Program (a loss of about \$35,000); Loss of other grant funds (expiring grant amounting to about \$60,000).

Ms. Luster said the anticipated cost increases are: An increase in Departmental personnel costs of \$725,000 (includes 1.5% salary and insurance increase, step increases, 2016 cost of living increase); Funding for five additional CYF positions added in 2016 for about \$380,000; Projected 1.5% cost increase for State Institutes and Hospitals of about \$50,000; Behavioral Health client program expenses of about \$20,000, Children's substitute care and corrections of about \$100,000, and general operational expenses of about \$85,000.

Ms. Luster said the Cost to Continue (CTC) budget for 2017 at this time is:

| | |
|-----------------------|---------------------|
| 2016 County Tax Levy: | \$20,104,819 |
| Revenue Decreases: | \$ (\$245,000) |
| Cost Increases: | \$ 1,360,000 |
| CTC Levy for 2017: | <u>\$21,709,819</u> |

Reduction needed for 0% Levy increase: **\$1,605,000**

Ms. Luster said the possible revenue enhancements include:

ACTION: Increase Billing Revenue for Outpatient and Crisis Services by adding the proposed new Consumer Financial Specialist position, and access insurance revenue currently not accessible due to insufficient staff resources.

IMPACT: Additional expenditure associated with new 1.0 FTE, but this would produce a net savings

SAVINGS: About \$50,000.

ACTION: Partnership with Community Health System, Inc. (CHS) for Outpatient Services to provide Beloit Outpatient services through CHS vs. HSD Eclipse to enhance total revenue.

IMPACT: Would require a subcontractor relationship with CHS where they purchase the services of our staff, enhanced revenue would reduce the cost of service delivery.

SAVINGS: About \$150,000.

Ms. Luster said the possible Expenditure Reductions include:

ACTION: Expand the number of contracted hospitals to reduce State Institute admissions by finding alternative hospital placements for individuals who have a payer source so that the full cost of their care can be billed to insurance, and increasing the number of people with insurance.

IMPACT: Reduced costs and improved service through closer geographic locations.

SAVINGS: About \$295,000.

ACTION: Enhanced recruitment and retention of foster homes by a reallocation of 1.0 CYF staff to sub care unit (starting in 2016) to implement the targeted recruitment plan developed by the WI Coalition of Foster Parents.

IMPACT: Enhanced support provided to foster parents through Foster Parent Advisory Committee and Primary Care Team meetings and increased standard (level 2) foster parent capacity to decrease the reliance on costly treatment homes.

SAVINGS: About \$50,000.

ACTION: Expansion and integration of children's Long Term Support and Comprehensive Community Services programs.

IMPACT: More effectively serve youth at risk of out-of-home placement with enhanced community services thereby reducing the number of high cost out of home placements.

SAVINGS: About \$300,000.

ACTION: Expansion of ACTIONS (Alternative to Corrections) program at the Youth Services Center by modifying the YSC space for program expansion, and contract/purchase Shelter Care services.

IMPACT: Increased revenue from other counties purchasing ACTIONS beds, reduction in high cost residential placements, and a reduction in staffing through attrition.

SAVINGS: About \$400,000.

Ms. Luster said other cost savings include:

ACTION: Transfer of costs for two high cost clients who are Family Care eligible.

SAVINGS: About \$260,000.

ACTION: Use of Sales Tax for IT purchases.

SAVINGS: About \$100,000.

Ms. Luster summarized the Cost to Continue as follows:

| | |
|--|--------------------|
| Reduction needed for 0% levy increase: | \$1,605,000 |
| Sub-total Revenue Enhancements: | \$ 200,000 |
| Sub-total Expenditure Reductions: | <u>\$1,405,000</u> |
| Shortfall | \$ 0 |

Ms. Luster said the impacts of Family Care include:

Total Potential HSD Levy Impact of Family Care at about \$1,040,000

Transfer of Birth to Three Program from DD Board at about \$650,000

Adult Protective Services at about \$110,000 (due to insufficient funding to cover additional staff)

Redistribution of Allocated Costs at about \$280,000 (due to Long Term Support (LTS) Job Center space and agency management support and overhead previously allocated to LTS)

Ms. Luster said the challenges for 2017 include: Increasing expenditures associated with high cost placements; Lack of appropriate placements for elderly clients with dementia who present dangerous behaviors leads to longer, higher cost stays – often in state institutes; Ongoing case complexity and intensity across programs; Need to respond to changing state regulations.

Ms. Luster said the Potential New Personnel requests for 2017 are:

CCS Expansion

14.0 additional FTE, which would be fully funded by Medicaid revenue, and request to use the space vacated by LTS at the Job Center.

Consumer Financial Specialist

1.0 FTE to assist with collecting and monitoring financial information to enhance Revenue, this will produce a new savings through increased revenue.

Support Services Supervisor

1.0 FTE – 2014 reorganization of support staff in the department has produced barriers to operational efficiency. This position restores the previous structure.

In Summary, Ms. Luster said, the Human Services Department continues to provide essential services for the County's most vulnerable citizens and works to maximize efficiencies and improve outcomes. Ongoing challenges relate to rising costs and reductions in funding amidst increasing complexity and needs. 2016 Family Care implementation presents new implications for 2017 HSD budget planning.

Ms. Luster thanked the Committees and answered their questions.

Mr. Smith said Ms. Luster did a good job on describing the challenges. The CPS caseload is still an issue, as well as the out of state placements. He said she outlined some reasonable things to pursue. As to Family Care, we are still doing the math on the DD Board transition and how it will shake out.

Next Meeting: Chair Podzilni reminded everyone that the final meeting will be on Monday, July 18th at the Southern Wisconsin Regional Airport for the Public Works Department.

Adjournment: Supervisor Arnold moved adjournment at 8:49 A.M., second by Supervisor Bussie. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

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