



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, October 26, 2016 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, October 26, 2016, in the 3<sup>rd</sup> Floor Conference room at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Chair Brian Knudson, Supervisor; Linda Garrett, Supervisor; Terry Fell, Supervisor; Kathy Schulz, Supervisor; Shirley Williams, Citizen Representative; Sally Jean Weaver-Landers, Citizen Representative; Karl Dommershausen, Supervisor; Ashley Kleven, Citizen Representative (in at 4:37); and Terry Thomas, Supervisor.

**Committee Members Absent:** None.

**Staff Present:** Kate Luster, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; Jennifer Thompson, LTS/ADRC Division Manager; Lance Horozewski, CYF Division Manager; Greg Winkler, BH Division Manager.

**Others Present:** None.

**Approval of Agenda:** Supervisor Fell moved the agenda to the floor, seconded by Citizen Representative Weaver-Landers. The agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of October 12, 2016:** Citizen Representative Weaver-Landers moved the minutes to the floor, seconded by Supervisor Fell. The minutes were unanimously approved. APPROVED.

**Citizen Participation:** None.

**Submission of Committee Requests:** Citizen Representative Williams requested notification in the future when there is road construction in the area of the Health Care Center.

Supervisor Dommershausen asked about publicizing the HSD Board meetings to draw more public participation.

**Approval of Contracts and Transfers:** None.

**Review and Approval of 2017 Rock County Human Services Department Budget:** Ms. Luster provided detail on the HSD budget following the structure of County Administrator Smith's recommendation.

Ms. Luster advised our budget requests were accepted and supported by County Administrator Smith. The HSD Budget consists of approximately 39% tax levy, 61% Revenue, with under 1% fund balance. She explained of the 13.7% tax levy increase 90% is related to the Family Care transition, and 10% is related to existing program increases.

In the ADRC we have added 3 positions in the APS Unit. The Dementia Care Specialist position will be funded and 19 LTS positions will be deleted.

In the CYF Division we are keeping the 4 Case Manager positions that we added in 2016, adding a new Corporation Counsel position, and based on trending, increasing costs in CPS. Since 2011 CPS referrals have increased 25%, children in out-of-home care have increased 30% and the number of CHIPS petitions filed have increased 15%. Ms. Luster responded to questions and noted that in the County Administrator's Budget presentation to the County Board, information was given that HSD is projected to be more than \$800,000 over budget in CYF out-of-home costs. This projection did not include a revenue offset from Children's Long Term Support funds in the amount of \$512,000. Supervisor Dommershausen asked about where the savings from the DD Board transition to Family Care is reflected. Ms. Luster explained the savings of \$1.3 million is distributed throughout the County and is charted in the Budget book. Ms. Luster noted we are taking some risk by budgeting fewer out-of-home placements and fewer RCC placements than in calendar year 2016, but are planning to increase foster homes, expand the ACTIONS program, and expand CCS/CLTS. Ms. Luster explained Shelter Care will be contracted out to a more appropriate facility which will allow us to expand the ACTIONS program. Ms. Luster explained the personnel actions that will take place in CYF Division.

In the Behavioral Health area we are looking at a partnership with Community Health Systems in Beloit to deliver outpatient services. The Jail Re-entry position will continue, funding for the position is shared with the Sheriff's Department. We want to reduce State Institute admissions by increasing the number of contracted hospitals and better utilize Harpers Place. Ms. Luster explained the steps to the significant Comprehensive Community Services (CCS) program expansion, and noted it is a fully funded Medicaid program.

In the Economic Support Division the project positions will change to permanent positions to help retain employees. We will continue to work with the State in 2017 to achieve fair funding methodology based on workload and continue movement toward shared resources and roles across the consortium.

In Administrative Services we are creating two positions; a Consumer Financial Support Specialist and a Support Services Supervisor. We are going to purchase Provider Connect and hire a Billing consultant to get a clear focus around billing and analyze our current system.

Supervisor Thomas moved to approve the 2017 HSD Budget as presented to the floor, seconded by Supervisor Fell. The 2017 HSD Budget was unanimously approved. APPROVED.

**Director's Report:**

- **Upcoming All Staff Meetings** – Ms. Luster advised we are having a Department wide meeting, which has not been done for many years. There will be three sessions held at the Job Center in room K, to ensure all staff can attend. On November 3<sup>rd</sup>, there is a session in the morning and one in the afternoon. The third session is on November 30<sup>th</sup> in the afternoon. Board members are welcome to attend. The key focus of the meeting will be the Employee Engagement Survey results conducted by Human Resources earlier this year, and getting feedback from staff. Later the Division Managers will discuss the feedback we receive.

Supervisor Dommershausen asked about how the success of programs is measured and reported to the State. Ms. Luster advised we are accountable to track and report outcomes to the State in many areas and gave a few examples. There are many different ways we track and measure outcomes, and define success. She suggested a future agenda item to provide more detail.

Chair Knudson asked about changing the date of the second HSD Board meeting in November. The meeting was changed to MONDAY, November 21<sup>st</sup> at 9:00 a.m., at the HCC, in the 3<sup>rd</sup> Floor Conference room. Supervisor Schulz asked about changing the meeting on November 9<sup>th</sup> to a room at the Courthouse. Chair Knudson will check into the changing the location, but advised everyone to plan on the meeting staying at the HCC for November 9<sup>th</sup> unless otherwise notified.

**Next Meeting:** Wednesday, **November 9, 2016 at 4:30 p.m.**, at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference room, Janesville, Wisconsin.

**Adjournment:** Supervisor Thomas motioned to adjourn, seconded by Supervisor Schulz with unanimous approval at 5:30 p.m.

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Jodi Parson, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**