



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, December 10, 2014 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, December 10, 2014, in the 3rd Floor Conference room at the Rock County Health Care Center, Janesville, Wisconsin.

Committee Members Present: Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Terry Fell, Supervisor; Kathy Schulz, Supervisor; Terry Thomas, Supervisor; Ashley Kleven, Citizen Representative; Shirley Williams, Citizen Representative; and William Grahn, Supervisor.

Committee Members Absent: Linda Garrett, Supervisor.

Staff Present: Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; Tim Zuehlke, Controller; Tina Day, Holiday Committee Coordinator/CST Services Coordinator; Jennifer Thompson, ADRC/LTS Division Manager.

Others Present: None.

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

Approval of Minutes of Human Services Board Meeting of November 24, 2014: Supervisor Fell moved the minutes to the floor, seconded by Supervisor Grahn. The minutes were unanimously approved. APPROVED.

Citizen Participation: None.

Submission of Committee Requests: Chair Knudson thanked Ms. Klyve for the holiday treats and plant. Ms. Klyve thanked the Board members for their support on behalf of the Department.

Note that under Item 11, Supervisor Schulz requested Ms. Thompson to provide more detail on supportive home care and meal agencies at a future meeting.

Approval of Contracts, Transfers, and/or Encumbrances: Citizen Representative Weaver-Landers moved fifteen contracts, five encumbrances, and three transfers to the floor, seconded by Citizen Representative Williams. Ms. Mooren explained most of the contracts are renewals. Ms. Mooren referred to the contract index which is given to the Board to help organize contract information. She asked for suggestions from the Board on changing the index in any way. Citizen Representative Williams requested adding "renewal" to the type of contract. The contracts, encumbrances and transfers were unanimously approved. APPROVED.

Approval of Bills: Mr. Zuehlke presented the bills for approval and responded to questions.

CYF	1,764.91	FFT	10,000.00
ADM	58,855.62	ADM	2,000.00
ADM	1,341.66		

Supervisor Fell moved the bills to the floor, seconded by Supervisor Grahn. The bills were unanimously approved. APPROVED.

Resolution Authorizing Acceptance of Additional Home Visitation Grant Funds and Amending the 2014 HSD Budget: Supervisor Grahn moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Ms. Mooren presented the resolution. She explained this is the fourth year of the grant. We budgeted for this grant but have received \$45,000 additional funds, and we are allowed to carry over funds from 2014. The resolution was unanimously approved. APPROVED.

Report on Holiday Committee: Ms. Day thanked Supervisor Grahn for getting the word out about the Holiday Committee. She has received many donations due to Supervisor Grahn.

Ms. Day advised next year she will post an appeals letter on the intranet to all Rock County employees. Supervisor Grahn asked permission to send an appeals letter to his friends.

Ms. Day explained this season we have reduced the number of families served from 196 families to 92 right now but she is expecting about 10 more. Last year we did not have the capacity to handle walk-ins and it was very stressful, therefore, this year she had to make some changes. She explained workers will deliver the gifts to the families. Workers will be able to accommodate families better with gifts such as gas cards to help the family even after Christmas. This is a welcomed more personalized approach and will be more manageable. She does connect other people to other gift giving agencies if we are unable to serve them. She advised if there is an emergency she will not turn anyone away.

This year she was able to utilize help from a few YSC youth to help with some tasks. Ms. Day responded to questions. Ms. Day added this year Blain's Farm and Fleet, who is a big supporter, was able to donate closeout coats, hat, and mittens. There were so many items she coordinated with other agencies in the community to distribute to families in need.

Ms. Day gave an update on Jerome, a CST program participant, who spoke to the HSD Board previously. She said Mr. Horozewski suggested Ms. Day write to the State to nominate Jerome for the Youth Excellence Award, which she did. Consequently, he received the award. He attended a dinner with a Juvenile Justice Judge and Jim Mosher from the Governor's Commission. He has started MATC and will be changing to the Madison Media College. Chair Knudson asked Ms. Day to bring Jerome back to the HSD Board.

Update on Job Center: Mr. Zuehlke advised the estimated closing date to purchase the Job Center is December 31, 2014. He distributed a handout and reviewed the information. He named the 2014 Job Center Tenants and explained the current tenant leases expire January 31, 2015. New leases will be executed after the purchase is completed. He noted the major projects that were completed in 2014, and the projects we are considering for 2015. Mr. Zuehlke responded to questions about costs and possible lease changes.

Information on LTS Waiver: Ms. Thompson distributed a handout explaining the LTS programs. The COP funds are 100% State funds and most often used for Room and Board at Assisted Living and housing expenses. Waiver funds are 40% State funds and 60% federal funds, and cover most expenses that are related to someone's disability such as medical expenses, SHC/ Chore, meals, adaptive aids, home modifications, lifeline, etc. The Waiver programs are: COPW, CIPII, CRI, and NHD. Additional funding we receive are Elder Abuse funds to assist vulnerable adults age 60+, Alzheimers Family Caregiver Support Program to assist family who care for someone with dementia, and basic County Tax levy to assist people who are not eligible for COP/Waiver.

The ADRC is the gateway to Waiver funded programs. The Information and Assistance (I&A) Specialist will discuss client's needs and if there is a need for public assistance will complete a Long Term Care functional screen to determine eligibility. The results are given to a LTS case manager. The LTS case manager meets with the client to discuss their needs and provide the client with options for specific services. The client can choose which providers he/she would like. Then the

Individual Service Plan is created and sent to Madison for funding approval. Once approved by the State, agencies are called to begin services for the client. The Case manager meets with the client monthly to make sure services are provided and needs are met. Ms. Thompson responded to questions. Supervisor Schulz asked for more detail on supportive home care and meal service providers at a future meeting. She has had questions from citizens asking where to call when they need services. Ms. Thompson advised citizens should call the ADRC. Citizen Representative Williams asked questions about the wait list and Adult Family Homes. Ms. Thompson detailed how many people are on the wait list for each program. She explained the Adult Family Homes (AFH) are two bed homes which we certify. These clients need less care than a CBRF or NH client, which are licensed by the State.

Resolution To Recognize Nancy Brikowski's Retirement: Supervisor Grahn moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Ms. Thompson presented the resolution and explained Ms. Brikowski will not be able to attend the County Board meeting. The resolution was unanimously approved. APPROVED

Resolution To Recognize Kathy Voelz's Retirement: Supervisor Fell moved the resolution to the floor, seconded by Supervisor Grahn. Ms. Thompson presented the resolution and explained Ms. Voelz will not be able to attend the County Board meeting. The resolution was unanimously approved. APPROVED.

Director's Report:

- Ms. Klyve reminded the Board that the Trauma Informed Care Kickoff is on January 7th. The Kickoff will be held at the Job Center in room K from 1:00 p.m. to 3:00 p.m. If you are able to attend please notify Jodi Parson. Ms. Parson noted Mr. Grahn will be attending the Kickoff.
- Ms. Klyve advised the HSD Board meeting will be held at the Franklin Street location and at the Court Street location early next year. She thanked the Board for all their support for the HSD programs and their time spent on behalf of the Department this year.

Next Meeting: Monday, December 22, 2014 at 4:30 p.m., at the Rock County Health Care Center, in the 3rd Floor Conference room, Janesville, Wisconsin.

Adjournment: Supervisor Grahn motioned to adjourn, seconded by Citizen Representative Weaver-Landers with unanimous approval at 5:34 p.m.

Jodi Parson, Administrative Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD