



Rock County Human Services Department
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ROCK COUNTY HUMAN SERVICES BOARD
Monday, November 25, 2019 – 8:00 a.m.
Rock County Health Care Center, 3rd Floor Conference Room

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting on November 13, 2019 *
4. Citizen Participation, Communications and Announcements
5. Submission of Committee Requests
6. Approval of Contracts and Transfers – Ms. Luster
7. November Human Services Department (HSD) Employee Impact Award Recognition – Ms. Luster
8. 2019 HSD Quarterly Budget Report – Ms. Luster
9. Director's Report
 - Update on Birth to 3 Transition
 - Update on 1717 Center Avenue
10. **Next Meeting:** Wednesday, **December 11, 2019**, Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.
11. Adjourn

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5271 if you are unable to attend the meeting.

* Attachment ** These items may be handed out at the meeting if not available for the mailing.



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, November 13, 2019 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, November 13, 2019, in the 3rd Floor Conference room at the Health Care Center, Janesville, Wisconsin.

Committee Members Present: Brian Knudson, Supervisor; Terry Thomas, Supervisor; Terry Fell, Supervisor; Kathy Schulz, Supervisor; Stephanie Aegerter, Supervisor; Ashley Kleven, Citizen Representative; and David Homan, Supervisor.

Committee Members Absent: Sally Jean Weaver-Landers, Citizen Representative. Shirley Williams, Citizen Representative.

Staff Present: Kate Luster, Director; Tera O'Connor, Deputy Director; Sara Mooren, Administrative Services Division Manager; Greg Winkler, Behavioral Health (BH) Division Manager; John Weber, Program Analyst; Mark Stevens, Business Services Manager; Ryan Trautsch, Children, Youth and Families (CYF) Ongoing Program Manager; Terrell Hanson, Youth Services Center (YSC) Deputy Superintendent; Megan Learn, Administrative Intern; and Julie Butz, Children Long Term Support (CLTS) Program Manager.

Others Present: Russell Podzilni, County Board Chair. Rick Richard, County Board Supervisor. Jeremy Zajac, County Board Supervisor. Katie Lubke, Birth to 3. Peg Cadd, Foster Parent. Sue Rusch. Jamie Fugate, Birth to 3. Amy Langer. Nancy Rennie, Birth to 3. Kelly Berg, Foster Parent.

Approval of Agenda: Supervisor Fell moved the agenda to the floor, seconded by Citizen Representative Kleven. Supervisor Thomas requested moving the Director's Report items after agenda item number five. The agenda with the change was unanimously approved. APPROVED.

Approval of Minutes of Human Services Board Meeting of October 23, 2019: Supervisor Aegerter moved the minutes to the floor, seconded by Supervisor Homan. The minutes were unanimously approved. APPROVED.

Citizen Participation, Communications and Announcements: Ms. Cadd explained she has been a foster parent for 38 years, 18 years within the Rock County fostering program, and has adopted ten children. She distributed a hand out and explained she is very happy with the Rock County Subcare unit staff. She talked about some foster parents not feeling like they are being heard and lack of trust with the Department. She suggested creating an Advisory Board a few years ago with the CPS Division Manager and Program managers, but one has not been started. Ms. Luster has emailed her to talk about this. Ms. Cadd believes there should be an outside party

that conducts exit interviews of staff and Foster parents to be reviewed by the Advisory Board and the HSD Board to understand why they are leaving.

Ms. Lubke distributed three handouts and stated her concerns about the transition from CESA 2 to United Cerebral Palsy (UCP). She believes the information that the Human Services Department (HSD) is sharing is misleading. She distributed a handout and explained her interpretation of the budget for UCP compared to CESA 2 and highlighted her concerns.

Submission of Committee Requests: Supervisor Schulz would like HSD to gather information from parents and families who are receiving services from UCP as soon as possible to evaluate how the families are doing. If families have any issues she asked to have them addressed as soon as possible. Ms. Luster advised there are always quality and assurance procedures on large contracts and monitoring whenever starting a new contract.

Director's Report:

- **Update on 1717 Center Avenue (New HSD location)** – Ms. Luster advised the floor plan is very close to being completed but there are just a few final decisions to be made.
- **Update on Birth to 3 Transition** – Ms. Luster advised that she attended a meeting today with HSD and UCP then a meeting was held with HSD, CESA 2 and UCP. She expressed her complete confidence with UCP to be able to meet the needs of families. She explained UCP communications are professional and she is confident HSD and UCP will be a solid partnership. The UCP has 75 percent of staff hired and staff are starting in December. Their location is secured in Janesville and they are eager to work with HSD on transitioning families. Joint communication from HSD and UCP is going out to providers and families with more information about the transition. Ms. O'Connor explained that she was in the meetings today as well and she asked everyone to do the best they can and remember that outcomes for families are the focus. She offered her help to keep communication open. She met with Terri Wixom separately to address her concerns. HSD is continuing to move forward and will have contact with families. December will be a transition period but we are all committed to making the transition for families the best that it can be. Ms. Luster advised the contract is very complex but HSD wants to be as responsive and transparent as possible and answer any questions about the contract and budget.

Approval of Contracts and Transfers: Supervisor Thomas moved four contracts to the floor, seconded by Citizen Representative Kleven. Ms. Luster and Ms. Mooren responded to questions about UCP staffing, quality of service, and staff turnover. Board members discussed concerns about the transition and shared some positive comments of support for Ms. Luster and the HSD. Ms. Luster provided details about the revenue projection and the primary coach model. Ms. Luster responded to questions. The contracts were unanimously approved. APPROVED.

Review of Bills: Mr. Stevens responded to questions about the Southern Consortium payments.

October HSD Employee Impact Award Recognition: Ms. Luster advised that Marc Donaldson was the October HSD Employee Impact recipient but he was not able to attend the meeting. Mr. Donaldson was nominated by a supervisor in Community Support Program (CSP) for helping a

client transition from the crisis program to CSP. He made sure the transition was seamless for the client and followed up with communication. He is truly valued by his colleagues.

Report on Alternative to Corrections by Taking Immediate Ownership of New Skills

(ACTIONS): Mr. Trautsch provided information about the ACTIONS program and distributed a hand out. ACTIONS is designed to help youth ages 12 to 17 choose a new path and stay focused on the positive aspects of their life. ACTIONS provides a safe and therapeutic learning environment that will strengthen family relationships and promote youth success. Mr. Trautsch provided details on the services provided through the ACTIONS program. He described the different phases of the program and provided some statistics. Mr. Hanson provided a story about one youth who had success with the ACTIONS program.

Chair Knudson asked about the next meeting date. There was discussion and agreement to change the next Board meeting to Monday, November 25, 2019 at 8:00 a.m. due to the Thanksgiving holiday.

Next Meeting: Monday, November 25, 2019 at 8:00 a.m. at the Rock County Health Care Center, in the 3rd Floor Conference Room, Janesville, WI.

Adjournment: Supervisor Aegerter motioned to adjourn, seconded by Supervisor Fell with unanimous approval at 5:28 p.m.

Jodi Parson, Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD