



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, June 28, 2017 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, June 28, 2017, in the 3rd Floor Conference room at the Rock County Health Care Center, Janesville, Wisconsin.

Committee Members Present: Chair Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Kathy Schulz, Supervisor; Karl Dommershausen, Supervisor; Shirley Williams, Citizen Representative; Linda Garrett, Supervisor; Ashley Kleven, Citizen Representative (in at 4:38 p.m.); Terry Thomas, Supervisor; and Terry Fell, Supervisor.

Committee Members Absent: None.

Staff Present: Kate Luster, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; John Weber, HSD Program Analyst; and Greg Winkler, MH Division Manager.

Others Present: J. Russell Podzilni, County Board Chair. Tia Johnson, Citizen.

Approval of Agenda: Supervisor Fell moved the agenda to the floor, seconded by Citizen Representative Weaver-Landers. Supervisor Thomas requested moving agenda item #10 before item #9. The agenda with change was unanimously approved. APPROVED.

Approval of Minutes of Human Services Board Meeting of June 14, 2017: Supervisor Fell moved the minutes to the floor, seconded by Supervisor Dommershausen. Citizen Representative Williams requested a correction to the corrected minutes. Citizen Representative Williams clarified that she did not request to list the individual's name who was pursuing the Shelter Care contract. She requested the minutes to reference that the individual named in the Shelter Care update is the individual pursuing the Shelter Care contract only without a name listed. The minutes with changes were unanimously approved. APPROVED.

Citizen Participation, Communications and Announcements: None.

Submission of Committee Requests: Chair Knudson advised we have full agendas through September. Citizen Representative Williams requested information about the increase in drug issues and suicides. Specifically, if there is a correlation and what we are doing. She reminded that she has previously requested any information on national changes to Medicaid. Specifically, how many individuals and how they would be effected. Ms. Luster advised she will bring informational data to the Board about how many people in Rock County and how many served by Human Services are currently covered by Medicaid. Citizen Representative Williams asked particularly about the demographics and the big picture.

Approval of Contracts and Transfers: Citizen Representative Weaver-Landers moved one contract to the floor, seconded by Supervisor Fell. Ms. Mooren advised previously Ms. Luster forwarded an email about the change we are making for our PATH program. Rock County HSD is transitioning the program over to NAMI. Ms. Luster explained that for this year NAMI will hire part-time outreach workers and Ms. Jesse will continue as a case manager with HSD. Mr. Schyvynck retired and we have not filled his position. Funds from the vacancy are part of the contract with

NAMI. Next year we will support NAMI applying for the grant themselves. Ms. Jesse's position will be eliminated next year and she is aware of our plan for her position. Supervisor Schulz asked about if this is a cost savings to the County, and asked about the NAMI workers' benefits and insurance. Ms. Luster advised this is not a cost saving measure for the County but an efficiency and a better way to provide services. This supports development of services in the community. NAMI is very consumer oriented, which is a real strength to running PATH. We think they will be able to do more with this program than we can. Supervisor Dommershausen and Supervisor Schulz conveyed concerns about the lower wages and no benefits for workers in the community. Ms. Luster assured this change is not about saving money, but it is about serving clients better. Ms. Luster responded to questions. The contract was unanimously approved. APPROVED.

Resolution Creating a 0.4 FTE Administrative Assistant for Treatment Court: Supervisor Thomas moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Chair Knudson advised this resolution was passed by the County Board Staff Committee last night. Mr. Winkler advised this resolution is the last piece to the Avertest contract. This resolution is to add the Administration Assistant to provide reception duties at the treatment court facility. Mr. Winkler responded to Supervisor Garrett's questions about the duties. The resolution was unanimously approved. APPROVED.

Resolution Reclassifying Position from Bachelor's Level Crisis Worker to Master's Level Behavioral Health Clinician: Supervisor Thomas moved the resolution to the floor, seconded by Supervisor Fell. Chair Knudson advised this resolution was passed by the County Board Staff Committee last night. Mr. Winkler explained this resolution is part of our ongoing desire to have more skilled workers in Crisis to work with people in community. The person leaving this bachelor level position has taken another position in HSD. Supervisor Dommershausen asked about what we are doing to assist staff with receiving higher education and about any money in the budget for this. Ms. Luster explained if staff plan ahead and the education is relevant to their job they can put in a request for some reimbursement. We want to reward staff who are trying to get higher education when we are able to. Ms. Luster advised we have not specifically budgeted for education reimbursement in recent years but we have a desire to nurture our employees to grow. We are working on strategies and restructuring pay grids to benefit staff who pursue higher education, then we won't have to reclassify positions. Mr. Boutwell responded to Supervisor Schulz's question about how we are paying for the difference. Ms. Luster responded to questions. The resolution was unanimously approved. APPROVED.

Report on Quality Assurance and Contract Monitoring: Ms. Mooren distributed handouts. The Rock County HSD formal Purchase of Service Contracts policy complies with Federal, State and local requirements. When assessing new providers we are now using a Provider Identification and Assessment worksheet for program staff to get necessary information. Staff use the worksheet to determine if the provider is a sub-recipient or contractor, to assess risk, to develop a monitoring plan and to indicate if a business associate agreement is required. Then we draft a contract, which is reviewed by Corp Counsel, Purchasing and Finance Department. Finalized contracts will go to either the County Board Chair or the HS Board for approval and signature. The County Board Chair signs all state/federal contracts and the HS Board approves all provider contracts.

Ms. Mooren responded to Supervisor Garrett's questions about the creation of the provider worksheet. Ms. Garrett asked the minutes to reflect that this presentation was a request she had made previously about concerns that had been brought to her attention and questions regarding how we can assure that contracted residential services are being delivered with quality and proper monitoring. Ms. Mooren responded to questions and advised if there is an issue the program staff try to problem solve right away. If they cannot resolve the issue it goes to the next level, if there isn't resolution we would look at the contract and take action. Issues are documented on the Provider Monitoring form.

Ms. Mooren introduced John Weber. He worked for the DD Board monitoring the Birth to 3 program, and now he works for HSD, mostly with the Behavioral Health Division programs. He has spent a lot of time on provider site visits, and he assists program staff. If there are serious issues we can't fix through the Provider Monitoring process we may terminate a contract. When a Provider

Monitoring form is used the Program Analysts work with Program staff to work on a plan with the provider. This may involve checking in every month, site visits every week, or monitoring billing. After that we make a determination of whether to keep the provider.

Supervisor Schulz requested in the future when there is a large volume of information to send it out earlier. It would be helpful to see the information ahead of time. Supervisor Garrett asked what should family members or clients do to get help if there is an issue. Mr. Winkler explained always start by talking to the case manager when there is a concern and continue to call supervisors and managers if the concern is not resolved. Ms. Mooren and Ms. Luster responded to questions.

Resolution Supporting Access to Health Care: Supervisor Schulz moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Supervisor Schulz has concerns that the proposed changes to healthcare would be a huge negative impact on Rock County and the people who are served. She suggests we get a meeting set up with Federal Representatives to discuss issues and the impact. The proposed changes are going to raise costs for people, and she is worried how we are going to serve people in this county. She wants to make a stand and start more discussion.

Supervisor Thomas indicated that right now there are so many unknowns about what any final legislation will include. It is changing daily. He would like to wait and get input from WCHSA and WCA first before finagling a resolution. Supervisor Schulz conveyed timing is a large factor and she does not want to miss an opportunity to communicate a position before legislation is passed. Supervisor Dommershausen suggested redrawing the resolution to be less detailed. Supervisor Garrett suggested that the resolution could be simplified as well. County Chair Podzilni advised he has not heard from the WCA at this time about an official position. Supervisor Fell would like to know more from other organizations that are looking at it. Citizen Representatives Weaver-Landers and Kleven both conveyed there are so many unknowns at this time and, while this is an important issue to track closely it does not seem that this resolution would be effective at this point because it is changing constantly. Citizen Representative Williams appreciated that Ms. Schulz wants to be more pro-active than wait and there are a lot that is unknown but she is concerned by the time we meet next this could be done and it would be too late to take action. She would also like to know if any other Boards are taking action. Supervisor Thomas mentioned it would be ideal if federal legislators would be holding public hearings in the community but they are not. Discussion continued. Supervisor Schulz was open to ideas to simplify the resolution. There may need to be a special meeting. County Chair Podzilni reminded that Marilyn Bondehagen must be notified if there is a special meeting.

Supervisor Thomas moved to table the resolution until the next meeting or until we have more information, seconded by Citizen Representative Kleven. Supervisor Schulz asked for feedback from Board members on potential modifications to the resolution within the next 5 days. Chair Podzilni will contact WCA to inquire if there is a position being taken and contact Supervisor Schulz after.

The resolution was tabled with approval as follows: Supervisor Schulz and Citizen Representative Williams opposed. Citizen Representatives Kleven, Weavers-landers and Supervisors Thomas, Garrett, Fell, Dommershausen, Knudson voted in favor to table the resolution. APPROVED.

Director's Report:

- **Budget Process Update** – Ms. Luster reminded the Cost to Continue presentation will be on July 10th. We are looking at \$1 million to account for our cost to continue. Our strategic initiatives for 2018 are; curb costs on high cost adult and youth placements; employee engagement and professional development as a priority; and major expanding in CLTS and potentially in CCS. Also related to budget we are looking at reorganizing our children's services area to account for expansion. Chair Knudson invited everyone to the Cost to Continue presentation on July 10th, at the Courthouse in room N1, 8:00 a.m.

Chair Knudson thanked everyone for their dedication to this Board and that dedication is reflected in the discussion tonight.

Next Meeting: Wednesday, July 12, 2017 at 4:30 p.m., in the 3rd Floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

Adjournment: Supervisor Fell motioned to adjourn, seconded by Supervisor Garrett with unanimous approval at 5:59 p.m.

Jodi Parson, Secretary

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