



Rock County Human Services Department
P. O. Box 1649, 3530 N. County Trunk F
Janesville, Wisconsin 53547-1649
Phone: 608/757-5271
Fax: 608/757-5374

ROCK COUNTY HUMAN SERVICES BOARD
Wednesday, May 25, 2016 – 4:30 p.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 of May 11, 2016 *
4. Citizen Participation
5. Submission of Committee Requests
6. Approval of Contracts and Transfers * – Ms. Mooren
7. Review of Budget to Actual Report – Ms. Mooren
8. Confirmation of Appointment of Human Services Director – County Administrator Smith
9. Resolution to Recognize Rock County Foster Families * – Ms. Speich
10. Resolution to Recognize Lee Peterson * – Ms. Speich
11. Resolution to Recognize Micaela Broetzmann * – Ms. Rye
12. Presentation on Second Harvest – Mr. Stein
13. Resolution Amending the 2016 HSD Budget to Accept CLTS Funds and Create 2.0 FTE Social Worker Positions * – Ms. Flanagan
14. Director's Report *
15. **Next Meeting: Wednesday, June 8, 2016 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, in Janesville, Wisconsin.**
16. Adjourn

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 Contract Review Cover Sheet

Date: May 9, 2016

Contract with: Productive Living Systems, Inc.

Contract Start Date: 1/1/2015 Expiration Date: 12/31/2016

Executive Summary: Rock County Human Services is amending this contract to include a rate for Crystal Place CBRF. This is one of several providers from which Rock County clients may choose for such services. These service rates fall on the high end of the average of other contracted providers providing similar services due to the clients placed having a higher level of needs.

Contract Amount: rate x service

<u>Service</u>	<u>Rate</u>	<u>Unit</u>	<u>Change From Prior Year</u>
CBRF - Sapphire	\$5,844.35	Month	NA
CBRF - Emerald	\$5,844.53	Month	NA
AFH - Howard Hill	\$7,760.86	Month	NA
CBRF - Jade	\$4,535.16	Month	NA
CBRF - Palladium	\$9,277.13	Month	NA
Supported Apartment	\$4,032.63	Month	NA
CBRF - Crystal Place	\$7,782.11	Month	New

Contract # HSD_2015_0023_A4

New Contract: No Amendment/Addendum: Yes

E-Contract Location: Year: 2015 Program: ACS CBRF Folder Name: _____
(If different from above)

Expenditure/ Revenue Account Numbers:

- 36-3666-0000-64604 Long Term Support
- 36-3668-0000-64604 Community Options Program (COP)
- 36-3674-0000-64604 COP Waiver
- 36-3675-0000-64604 Community Relocation Initiative
- 36-3678-0000-64604 Community Integration Program (CIP II)
- 36-3681-0000-64604 Nursing Home Diversion
- 36-3706-0000-64604 Community Support Program (CSP)

Contact Person: Sara Mooren Phone: x8431

Were Bids or Quotations Solicited? No RFP # _____

Covered by State Contract? No State Contract # _____

Was a Resolution Required No Resolution # _____

Contract will be signed by: Human Services Board Chair

If "Other" ~ Who? _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff
INITIATED BY



Amy Spoden, Human Resource Manager
DRAFTED BY

County Board Staff
SUBMITTED BY

May 16, 2016
DATE DRAFTED

**CONFIRMATION OF APPOINTMENT OF
HUMAN SERVICES DIRECTOR**

- 1 **WHEREAS**, the most recent Human Services Director, Charmain Klyve will be retiring on July 1,
- 2 2016; and,
- 3
- 4 **WHEREAS**, the County has conducted a recruitment effort to fill the job of Human Services Director;
- 5 and,
- 6
- 7 **WHEREAS**, the candidates were screened with the most qualified being interviewed; and,
- 8
- 9 **WHEREAS**, the County Administrator has appointed Katherine Flanagan, and,
- 10
- 11 **WHEREAS**, providing an overlap position starting May 30, 2016 ensures a smooth transition; and,
- 12
- 13 **WHEREAS**, the Human Services Department has sufficient funds to pay for the overlap position.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled
- 16 this _____ day of _____, 2016, confirms the appointment of Katherine Flanagan, as Human
- 17 Services Director in accordance with the attached conditions of employment.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilini, Chair

Mary Mawhinney

Sandra Kraft, Vice Chair

Louis Peer

Eva Arnold

Alan Sweeney

Henry Brill

Terry Thomas

Betty Jo Bussie

CONFIRMATION OF APPOINTMENT OF HUMAN SERVICES DIRECTOR

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HUMAN SERVICES BOARD

Brian Knudson, Chair

Ashley Kleven

Sally Jean Weaver-Landers, Vice Chair

Kathy Schulz

Karl Dommershausen

Terry Thomas

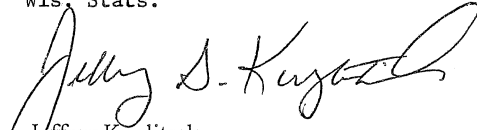
Terry Fell

Shirley Williams

Linda Garrett

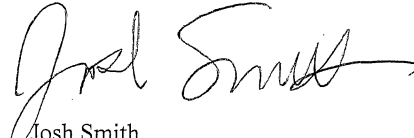
LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.


Jeffrey Kuglitsch
Corporation Counsel


ADMINISTRATIVE NOTE:

Recommend


Josh Smith
County Administrator

FISCAL NOTE:

Sufficient funds are available in the 2016 budget for this position as well as for the one month overlap.


Sherry Oja
Finance Director

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve
INITIATED BY

Charmian Klyve
DRAFTED BY

Human Service Board
SUBMITTED BY

April 20, 2016
DATE DRAFTED



TO RECOGNIZE ROCK COUNTY FOSTER FAMILIES

1 **WHEREAS**, the family, serving as the primary source of love, learning, self-esteem and
2 nurturing, is the very foundation of our communities; and,
3

4 **WHEREAS**, being a Foster Parent requires specialized training, the ability to work
5 cooperatively with service providers, and personal qualities which include: flexibility,
6 tolerance, patience, humor and an understanding of the unique challenges of working within
7 the child welfare system; and,
8

9 **WHEREAS**, in Rock County there are more than 125 children and youth in foster care being
10 provided with a safe, secure and stable home due to the compassion and nurturing of a Foster
11 Family or Relative Care Provider; and,
12

13 **WHEREAS**, 61 Rock County Foster Families, who open their homes and hearts to children
14 and families who are in crisis, play a vital role in helping them heal and reunify or launching
15 children into successful adulthood; and,
16

17 **WHEREAS**, Foster Families also frequently adopt and offer permanency to foster children,
18 resulting in a continuous need for more Foster Families; and,
19

20 **WHEREAS**, there are numerous individuals, and public and private organizations who work
21 to increase public awareness of the needs of children in and leaving foster care, in addition to,
22 the enduring and valuable contribution of foster parents, and the foster care "system" is only
23 as good as those who choose to be a part of it; and,
24

25 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
26 County, wishes to recognize the significance of Foster Families in our county for their
27 dedication to the families and children of Rock County.
28

29 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
30 duly assembled this _____ day of _____, 2016, does hereby recognize Rock
31 County Foster Families for the dedicated and compassionate service they provide.
32

33 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish
34 a copy of this resolution to the Rock County Foster Care Unit Supervisor for sharing with
35 Licensed Rock County Foster Families and with staff.

To Recognize Rock County Foster Care Families
Page 2

Respectfully Submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Ashley Kleven

Sally Jean Weaver-Landers

Kathy Schulz

Karl Dommershausen

Terry Thomas

Terry Fell

Shirley Williams

Linda Garrett

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Phil Boutwell
INITIATED BY



Stacey Speich
DRAFTED BY

Human Service Board
SUBMITTED BY

May 9, 2016
DATE DRAFTED

TO RECOGNIZE LEE PETERSON

1 **WHEREAS**, Lee Peterson has served the citizens of Rock County for over eighteen (18) years as a
2 dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Ms. Peterson began her career on May 26, 1998 as a Social Worker in the Child
5 Protective Services Division. She started in a float position and within three months was hired as an
6 ongoing worker. During her time served, she has enjoyed working with families as she liked
7 developing professional relationships with the families that she served and was truly amazed by her
8 client's abilities to make the changes that were needed despite the tremendous obstacles they were
9 faced with. She found herself developing a great deal of respect for the families she worked with as
10 they were very adaptable to making the needed changes to ensure their children's safety. Ms. Peterson
11 found that her work in Ongoing was a "leveling experience." Practicing in Ongoing was likely Ms.
12 Peterson's greatest passion. She worked in Ongoing for approximately 10 years and was promoted to
13 an Ongoing Supervisor in 2008. She became a leader within her team and within the division. She
14 found that the art of supervising CPS staff was having the ability to promote professional growth while
15 always pointing out her staff's strengths as well as areas of needed improvement. Ms. Peterson
16 transitioned to an Access/Initial Assessment Supervisor in 2014. She thought of this transition as
17 "moving out of her comfort zone as a comfort zone can be a dead zone." She believed it was never too
18 late to learn a new set of skills. She indicated that she found this type of work to be "fascinating,
19 difficult and rich work." She enjoyed her supervisory team which brought all sorts of knowledge and
20 skills to the table. In this supervisory role, Ms. Peterson showed a high degree of adaptability and
21 willingness to assist her colleagues as much as she possibly could. She had a commitment to her
22 colleagues and she will be remembered for her kindness and her willingness to assist others throughout
23 CPS; and,
24

25 **WHEREAS**, Ms. Peterson went into the Profession of Social Work after raising her own children.
26 She attended college as a nontraditional student as she wanted to advocate for those that did not have a
27 voice. Ms. Peterson also had spent a lot of time volunteering in her community which also sparked her
28 interest with going into the Social Work field. Ms. Peterson has always felt a strong need to challenge
29 herself and has definitely demonstrated her ability to master many areas within CPS; and,
30

31 **WHEREAS**, Ms. Peterson has demonstrated through her actions her belief in the mission of the Social
32 Work profession; rooted in core values to include: service delivery, social justice, dignity & self-worth,
33 importance of human relationships, integrity and competence; and,
34

35 **WHEREAS**, Ms. Peterson has proven herself to be a dedicated and outstanding employee, serving on
36 behalf of Rock County residents, and will be retiring from Rock County Department of Human
37 Services on Friday, June 3, 2016; and,
38

39 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
40 to recognize Lee Peterson for her achievements and significant contributions to the citizens of Rock
41 County and her lifelong and faithful service.
42

43 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
44 assembled this _____ day of _____, 2016, does hereby recognize Lee Peterson for her 18 years
45 of service and extend best wishes to her in her future endeavors; and,
46

47 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy
48 of this resolution to Lee Peterson.

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Karl Dommershausen

Terry Fell

Linda Garrett

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Phil Boutwell
INITIATED BY



Merebeth Rye
DRAFTED BY

Human Service Board
SUBMITTED BY

May 11, 2016
DATE DRAFTED

TO RECOGNIZE MICAELA BROETZMANN

1 **WHEREAS**, Micaela Broetzmann has served the citizens of Rock County for over fifteen (15) years as
2 a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Ms. Broetzmann began her career on February 19, 2001 as an Ongoing Case Manager in
5 the Child Protective Services Division where she worked for three years. While in that role Ms.
6 Broetzmann maintained an ongoing caseload with the goal of achieving permanency and safety for
7 families. Then in 2004, she began providing case management services in the Economic Support
8 Division. While in that role, she assisted residents with accessing resources and benefits, and provided
9 case management services to promote and maintain her client's wellbeing. She worked there for five
10 years before returning to the Child Protective Services Division. For the last seven years, Ms.
11 Broetzmann has worked within the Access and Initial Assessment Units establishing relationships with
12 community members, other professionals and families to influence and promote positive change within
13 Rock County; and,
14

15 **WHEREAS**, Ms. Broetzmann initially entered into the social work field with a desire to work with the
16 juvenile population, however, her career quickly evolved into working with entire families, including
17 their formal and informal support systems. She embraces the concept of establishing relationships to
18 empower others with the ultimate goal of influencing better outcomes for not only our families, but our
19 community as a whole; and,
20

21 **WHEREAS**, Ms. Broetzmann is resigning from Rock County, but will continue in the field of social
22 work by providing training and support to her colleagues' throughout the state of Wisconsin; and,
23

24 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
25 to recognize Ms. Broetzmann for her achievements and significant contributions to the citizens of Rock
26 County and faithful service.
27

28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
29 assembled this _____ day of _____, 2016, does hereby recognize Micaela Broetzmann for her
30 15 years of service and extend best wishes to her in her future endeavors; and,
31

32 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy
33 of this resolution to Micaela Broetzmann.

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Karl Dommershausen

Terry Fell

Linda Garrett

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Flanagan
INITIATED BY



Phil Boutwell
DRAFTED BY

Human Services Board
SUBMITTED BY

May 16, 2016
DATE DRAFTED

**Amending the 2016 HSD Budget to Accept CLTS Funds and
Create 2.0 FTE Social Worker Positions**

1 **WHEREAS**, the CLTS Program makes Medicaid funding available to serve children who have
2 substantial limitations due to developmental, severe emotional and/or physical disabilities; and,
3

4 **WHEREAS**, historically, the State through a contract with Lutheran Social Services offered CLTS case
5 management for children in Rock County with autism, and Rock County has provided CLTS case
6 management for children with developmental, severe emotional and/or physical disabilities; and,
7

8 **WHEREAS**, the State no longer wishes to contract for CLTS services and has directed counties to
9 assume its contracts or directly provide case management services to its resident population with autism;
10 and,
11

12 **WHEREAS**, Rock County HSD does not desire to run a bifurcated CLTS program considering it is
13 bringing in the contracted CLTS case management with the advent of Family Care in Rock County; and,
14

15 **WHEREAS**, Rock County will assume the responsibility for approximately 100 children presently
16 served by LSS between now and the end of October; and,
17

18 **WHEREAS**, Medicaid billing revenue as well as the administrative dollars in the additional funding are
19 sufficient to cover the cost of the two new Social Worker positions so that no county levy is required.
20

21 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
22 this ____ day of _____, 2016, does hereby approve the creation of 2.0 FTE Social Worker
23 positions for the CLTS Program; and,
24

25 **BE IT FURTHER RESOLVED**, that the 2016 Budget be amended as follows:
26

27	Budget	Increase	Amended
28 Account/Description	<u>5/1/16</u>	<u>(Decrease)</u>	<u>Budget</u>
29 <u>Source of Funds</u>			
30 36-3691-0000-42100	\$1,559,487	\$544,050	\$2,103,537
31 Federal Aid			
32			
33 <u>Use of Funds</u>			
34 36-3691-0000-64604	\$1,138,740	\$471,815	\$1,610,555
35 Program Expense			
36			
37 36-3691-0000-68225	\$657,013	\$69,235	\$726,248
38 Allocated CFIS			
39			
40 36-3691-0000-67130	\$8,000	\$3,000	\$11,000
41 Terminals and PCs			
42			
43 36-3697-0000-61100	\$1,161,159	\$45,602	\$1,206,761
44 Regular Wages			
45			
46 36-3697-0000-61400	\$89,147	\$3,488	\$92,635
47 FICA			

Amending the 2016 HSD Budget to Accept CLTS Funds and Create 2.0 FTE Social Worker Positions
Page 2

48	36-3697-0000-61510	\$76,912	\$3,010	\$79,922
49	Retirement			
50				
51	36-3697-0000-61610	\$323,859	\$16,476	\$340,335
52	Health Insurance			
53				
54	36-3697-0000-61620	\$9,561	\$647	\$10,208
55	Dental Insurance			
56				
57	36-3697-0000-61630	\$258	\$12	\$270
58	Life			
59				
60	36-3697-0000-68380	(\$657,013)	(\$69,235)	(\$726,248)
61	CLTS Allocation			

Respectfully submitted,

HUMAN SERVICES BOARD

COUNTY BOARD STAFF COMMITTEE

Brian Knudson, Chair

J. Russell Podzilni, Chair

Sally Jean Weaver-Landers, Vice Chair

Sandra Kraft, Vice Chair

Karl Dommershausen

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Terry Fell

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Mary Mawhinney

Kathy Schulz

Louis Peer

Terry Thomas

Alan Sweeney

Shirley Williams

Terry Thomas

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

FISCAL NOTE:

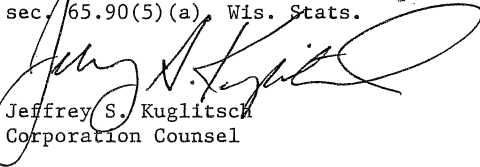
This resolution authorizes the creation of 2.0 FTE Social Worker positions. These positions will be funded by CLTS case management revenue.



Sherry Oja
Finance Director

LEGAL NOTE:


The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

The Children's Long Term Support (CLTS) waiver program provides Medicaid funding for children who fall under three separate groups: Developmental Disabilities (DD), Physical Disabilities (PD), and Severe Emotional Disabilities (SED). At present, there are about 145 children served by this program in Rock County.

Historically, the State through a contract with Lutheran Social Services offered CLTS case management for children in Rock County with autism. The State no longer wishes to contract for CLTS services and has directed counties to assume its contracts or directly provide case management services to its resident population with autism. Rock County will assume the responsibility for approximately 100 children presently served by LSS between now and the end of October

This resolution authorizes the creation of two positions (Case Managers) within the Human Services Department to absorb this additional caseload. Rock County HSD does not desire to run a bifurcated CLTS program considering it is bringing in the contracted CLTS case management with the advent of Family Care in Rock County. Having all county staff providing case management services will allow for improved integration of care and enhanced ability to serve complex cases involved with the CYF Division which may be at risk for out of home placement.

Medicaid billing revenue as well as the administrative dollars in the additional funding are sufficient to cover the cost of the two new Social Worker positions so that no county levy is required.

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
Wednesday, May 25, 2016**

HSD MANAGEMENT TEAM MEETING – May 10, 2016
Meeting Cancelled.
