



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, April 24, 2019 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, April 24, 2019, in the 3rd Floor Conference room at the Health Care Center, Janesville, Wisconsin.

Committee Members Present: Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Stephanie Aegerter, Supervisor; Terry Fell, Supervisor; Kathy Schulz, Supervisor; and Terry Thomas, Supervisor.

Committee Members Absent: Shirley Williams, Citizen Representative. Ashley Kleven, Citizen Representative.

Staff Present: Kate Luster, Director (in at 4:45 p.m.); Tera O'Connor, Deputy Director; Sara Mooren, Administrative Services Division Manager; Ted Schwarz, YSC Superintendent; Shelley Schmidt, Support Staff Supervisor; Patrick Singer, Data Systems Management & Support (DSMS) Program Manager; Darla Boldt, YSC Administrative Assistant; Kathleen Wellnitz, Secretary; and Mark Stevens, Business Services Manager.

Others Present: Bill McCarty, League of Women Voters. CarrLena Boldt, daughter of Darla Boldt.

Approval of Agenda: Citizen Representative Weaver-Landers moved the agenda to the floor, seconded by Supervisor Thomas. Supervisor Thomas requested the deletion of agenda item #7. The agenda with deletion was unanimously approved. APPROVED.

Approval of Minutes of Human Services Board Meeting of April 10, 2019: Supervisor Fell moved the minutes to the floor, seconded by Citizen Representative Weaver-Landers. The minutes were unanimously approved. APPROVED.

Citizen Participation, Communications and Announcements: None.

Submission of Committee Requests: None.

Approval of Contracts and Transfers: Citizen Representative Weaver-Landers moved two contract to the floor, seconded by Supervisor Fell. Ms. Mooren provided information about each contract. The contracts were unanimously approved. APPROVED.

Resolution Recognizing Darla Boldt: Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Aegerter. Ms. Mooren introduced Darla Boldt and her supervisor Shelly Schmidt. Ms. Mooren presented the resolution. Ms. Boldt has served

the citizens of Rock County for thirty-five years as a dedicated and valued employee of Rock County. Ms. Boldt began her career in 1984 at the Rock County Sherriff's Office as a Cook Matron and later held the position of Duplicating Equipment Operator. In 1988, Ms. Boldt accepted a position in the Human Services Department at that time Social Services. Positions she held over her career were Terminal Operator positions, Income Maintenance Worker (now known as Economic Support Specialist), Social Services Aide and finally Administrative Assistant providing support at the Youth Services Center for over 7 years. Ms. Mooren highlighted Ms. Boldt's help with working on improving the food services at YSC and her help during inspections. Ms. Boldt has interacted with and assisted countless citizens and clients throughout her years of service. Supervisor Fell shared that he was involved in Ms. Boldt's hiring at the Sherriff's Office. The resolution was unanimously approved. APPROVED.

Resolution Recognizing Administrative Professionals: Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Aegerter. Ms. Mooren presented the resolution. There are approximately fifty Administrative Professionals in Human Services who we are recognizing with this resolution. There is a wide variety of duties performed by these staff. They are often the front door to services either face to face or by taking calls. Ms. Mooren named all the positions being recognized and introduced staff present at the meeting. Ms. O'Connor thanked all Support Staff and explained how heavily she and Ms. Luster rely on them to help with emergencies and to do day to day functions. The resolution was unanimously approved. APPROVED.

Quarterly Human Services Department 2019 Budget Report: Ms. Mooren distributed the quarterly HSD budget report. She asked the Board members to review the report and provide feedback on any modifications. The report included revenue and expenditures reflected in the general ledger system through February. She explained in some cases for certain State/County allocations the State only releases partial funding for the first part of the year, and some reconciliations are not until the end of the year. The report includes a summary of all HSD and detail broken down by Division and program. Ms. Mooren and Ms. Luster responded to questions about State revenue reimbursements from the State, levy and cash flow gaps related to CCS.

Director's Report:

- **Update on Council on Aging/ADRC Integration Discussion** – Both Committees agreed to bring in a facilitator using State funds to help assess and engage all stakeholders to help make a decision on how to move forward. The facilitator will interview staff, engage with clients, customers, targeted focus groups, and Board members and then provide objective feedback to the Committees. The Joint Committee meeting in May was cancelled because without this piece there was not much to discuss.
- **Act 78 Critical Incident Notification** – Ms. Luster advised that HSD had a critical incident in Child Protective Services that qualified for a report to the State under Act 78. The DCF is required under ACT 78 to post critical incidents on their website. This was a situation where a child was injured with a severe head injury clearly due to physical abuse, and it was designated a critical incident under Act 78 because we had prior contact with that family. The process is underway internally to evaluate our system and our process to see if there are steps we should take immediately. The State will be doing a

system change review and look at our process. Their steps are very focused on quality improvement not about blaming an individual but more global accountability. They will debrief key staff and hold a system change review session. As part of that session professionals from other counties will do an analysis of everything from federal policy, state rules, process and procedure, individual practice issues and look at what the variables were at play here. Then they will make recommendations. This will not happen until the fall. Our internal review has already started and we are looking at the process. Ms. Luster advised anything that we learn from this or if any changes are needed to be made will be reported to the Board.

Next Meeting: Wednesday, May 8, 2019 at 4:30 p.m., in the 3rd Floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

Adjournment: Citizen Representative Weaver-Landers motioned to adjourn, seconded by Supervisor Fell with unanimous approval at 5:02 p.m.

Jodi Parson, Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD

**Rock County Human Services Department
2019 Budget Summary (YTD February 2019)**

HSD Summary

	2019 Revised Budget*	2019 YTD	% of Budget	Estimate	Variance
Total HSD Revenue	44,848,728	1,740,620	4%		
Total HSD Expenditures	68,420,401	8,173,194	12%		
Total HSD County Share	23,571,673	6,432,574	27%		

This Summary includes revenue and expenditures reflected in the general ledger system through February 28th, 2019. The month of March was not complete at the time of this report. Also, most revenue is paid through state systems which are delayed by several months from the time of reporting to the time of payment. For example, January expenditures are not paid until April for DHS claims. Also, in some cases for certain state/county allocations the state only releases partial funding for the first part of the year.

* The revised budget includes any transfers or resolutions that have impacted budget numbers since the initial adoption of the budget.

Detail by Division & Program:

Economic Support Services Division (ESS)

		2019 Revised Budget	2019 YTD	% of Budget	Estimate	Variance
ESS Rock County	Revenue	4,154,179	537,869	13%		
	Expenditures	5,158,047	823,719	16%		
	County Share	1,003,868	285,850	28%		
IM Consortium & Fraud	Revenue	3,819,151	550,260	14%		
	Expenditures	3,819,151	6,480	0%		
	County Share	-	(543,780)			
Total ESS	Total ESS Revenue	7,973,330	1,088,129	14%		
	Total ESS Expenditures	8,977,198	830,199	9%		
	Total ESS County Share	1,003,868	(257,930)	-26%		

Notes: The IM Consortium received surplus federal funds passed through by the state. The total for the Consortium was \$1,085,969. This is anticipated to be one time funding and was not included in the 2019 Adopted Budget. Rock County's share is \$535,709 based upon methodology established by the Southern IM Consortium using average annual caseload for 2017. The funding was received early this year.

Aging and Disability Resource Center & Adult Protective Services Division (ADRC & APS)

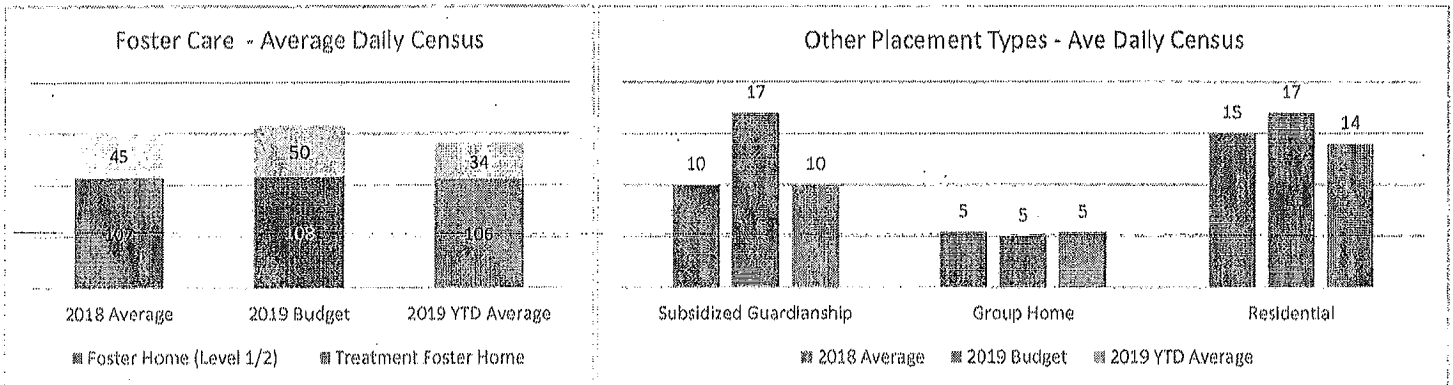
		2019 Revised Budget	2019 YTD	% of Budget	Estimate	Variance
ADRC	Revenue	1,734,758	-	0%		
	Expenditures	1,774,049	285,627	16%		
	County Share	39,291	285,627	727%		
Adult Protective Services	Revenue	234,653	1,647	1%		
	Expenditures	687,636	99,929	15%		
	County Share	452,983	98,282	22%		
Family Care Payment & Client Costs	Expenditures	2,742,359	11,657	0%		
ADRC/APS Division Total	Total ADRC/APS Revenue	1,969,411	1,647	0%		
	Total ADRC/APS Expend	5,204,044	397,212	8%		
	Total County Share	3,234,633	395,565	12%		

Children, Youth & Families Division (CYF)

		2019 Revised Budget	2019 YTD	% of Budget	Estimate	Variance
Child Protective Services	Revenue	1,247,148	-	0%		
	Expenditures	9,853,016	1,424,998	14%		
	County Share	8,605,868	1,424,998	17%		
Juvenile Justice	Revenue	2,862,365	1,622	0%		
	Expenditures	2,862,365	440,787	15%		
	County Share	-	439,165			
Youth Services Center	Revenue	107,386	12,515	12%		
	Expenditures	3,928,237	543,603	14%		
	County Share	3,820,851	531,088	14%		
CYF Placements	Revenue	1,012,309	44,653	4%		
	Expenditures	6,644,579	849,679	13%		
	County Share	5,632,270	805,025	14%		
CYF Division Total	Total CYF Revenue	5,229,208	58,791	1%		
	Total CYF Expenditures	23,288,197	3,259,068	14%		
	Total CYF County Share	18,058,989	3,200,277	18%		

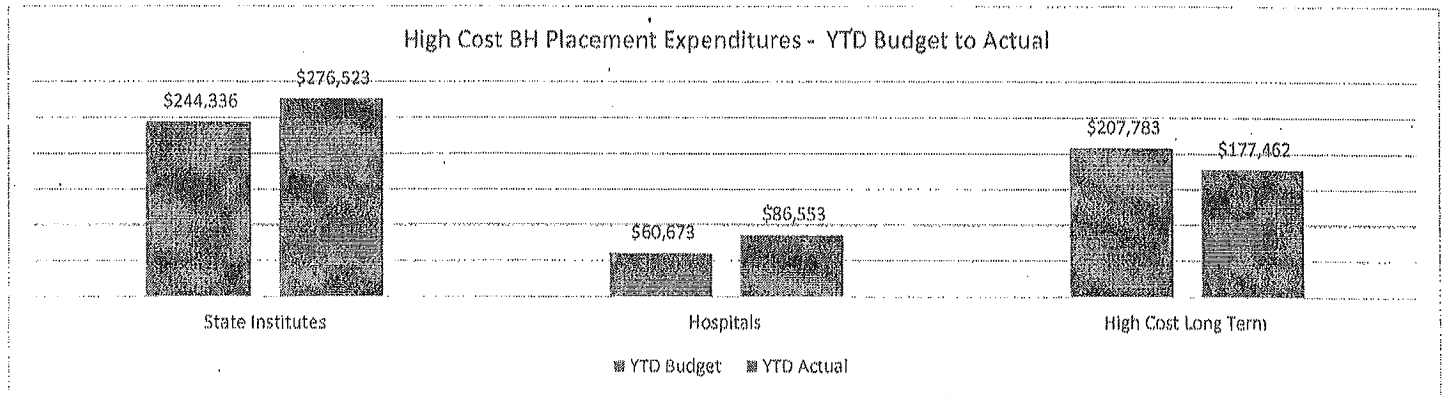
Notes: The 2019 Adopted Budget Included \$33,600 of Early Intervention funding from the state. This funding was anticipated based on prior year allocations. We have been notified that we will not be receiving this funding in 2019. This was used in prior years to provide support to Community Action for their mentoring program. Community Action has been notified of this change.

The Department of Children and Families has funding available to support out of home care costs for youth who have been sex trafficked. HSD will receive \$100,216 in funding to offset 2018 expenses. There will be an additional opportunity to apply for funds in 2019.



Behavioral Health (BH) Division

		2019 Revised Budget	2019 YTD	% of Budget	Estimate	Variance
Crisis	Revenue	414,760	25,517	6%		
	Expenditures	3,330,418	450,790	14%		
	County Share	2,915,658	425,272	15%		
Outpatient/AODA	Revenue	1,675,516	60,260	4%		
	Expenditures	4,683,413	707,199	15%		
	County Share	3,007,897	646,939	22%		
Children's Long Term Support & Birth to Three	Revenue	6,038,022	40,559	1%		
	Expenditures	7,056,367	342,569	5%		
	County Share	1,018,345	302,010	30%		
Community Support Program	Revenue	1,234,260	170,899	14%		
	Expenditures	3,780,547	605,908	16%		
	County Share	2,546,287	435,009	17%		
Comprehensive Community Services	Revenue	7,084,177	190,753	3%		
	Expenditures	7,096,177	833,934	12%		
	County Share	12,000	643,182	5360%		
BH Placements	Revenue	1,426,034	39,905	3%		
	Expenditures	4,225,883	727,058	17%		
	County Share	2,799,849	687,153	25%		
BH Division Total	Total BH Revenue	17,872,769	527,894	3%		
	Total BH Expenditures	30,172,805	3,667,458	12%		
	Total BH County Share	12,300,036	3,139,564	26%		



Agency Management Support & Overhead (AMSO) & Job Center

		2019 Revised Budget	2019 YTD	% of Budget	Estimate	Variance
AMSO	Revenue	11,041,853	4,483	0%		
	Expenditures	16,000	(8,809)	-55%		
	County Share	(11,025,853)	(13,292)	0%		
Job Center	Revenue	762,157	59,676	8%		
	Expenditures	762,157	28,067	4%		
	County Share		(31,609)			