



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, October 14, 2015 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:32 p.m. on Wednesday, October 14, 2015, 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; William Grahn, Supervisor; Linda Garrett, Supervisor; Kathy Schulz, Supervisor; Ashley Kleven, Citizen Representative (out at 5:37 p.m.); Shirley Williams, Citizen Representative; Terry Fell, Supervisor; and Terry Thomas, Supervisor.

Committee Members Absent: None.

Staff Present: Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; Tim Zuehlke, Controller; Jennifer Anselmi, LTS Supervisor; Tom Seibert, Juvenile Justice Specialist; Kate Flanagan, MH/AODA Division Manager; and Jennifer Thompson, ADRC/LTS Division Manager.

Others Present: Citizen Representative Kleven's children, Emma and Luke.

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

Approval of Minutes of Human Services Board Meeting of September 23, 2015: Supervisor Fell moved the minutes to the floor, seconded by Supervisor Garrett. The minutes were unanimously approved. APPROVED.

Citizen Participation:

Submission of Committee Requests: Citizen Representative Weaver-Landers noted she saw two CPS workers at the Janesville Mall on their day off recruiting for Foster Parents.

Approval of Contracts, Transfers, and/or Encumbrances: Citizen Representative Weaver-Landers moved thirteen contracts, two encumbrances and one transfer to the floor, seconded by Citizen Representative Kleven. Ms. Mooren advised five of the contracts were amendments to existing contracts adding CCS, and a few are new contracts. Ms. Mooren explained the contract with Jefferson County HSD is for our Youth Services Center (YSC). Next year they are contracting one bed for the entire year. This will be a new revenue source for Rock County. Ms. Mooren advised the REM contract is for the level 5 shift staff home. She explained there are two children on one side of the duplex and one child to be placed on the other side of the duplex. All children have a high level of care need. Ms. Mooren explained it is hard to find a place to match the needs of clients who require 24 hour care, therefore, the creation of the shift staff home. She advised we will be reimbursed 60% of the costs of care. Mr. Boutwell advised that the Board approved the level 5 shift staff home a year ago. It has been a long process. Ms. Flanagan explained the children are CLTS eligible with significant mental health needs. Once they age into adulthood we hope to keep them in the homes and transition them into the Developmental Disabilities Board services. The contracts, encumbrances and transfer were unanimously approved. APPROVED.

Approval of Bills: Supervisor Fell moved the bills to the floor, seconded by Citizen Representative Weaver-Landers. Supervisor Thomas asked about the Norix Group entry on the bills. Mr. Zuehlke responded that entry was for seventeen dressers for the YSC that Mr. Horozewski spoke to the Board about previously.

ADM	41,489.23	AODA	7,436.95
ADM	2,433.27	Juvenile Justice	12,822.00
CYF	1,347.82		

The bills were unanimously approved. APPROVED.

Human Services Department Procedure Following Reportable Death: Ms. Flanagan explained a reportable death is when a client is open in a certified mental health program such as CPS or CCS and the cause of death is due to suicide, use of restraints or psychotropic medications. Deaths under those circumstances are reportable to the State. Most of our reportable deaths are suicides. The report sent to the State is standardized and sometimes the Department of Quality Assurance (DQA) makes the decision to investigate. The DQA does focus on the crisis intervention reports. After a DQA investigation they offer feedback and can write citations. We also do our own event analysis to ask questions, as a whole, to learn if there is something we can do better in the future. Our Medical Director reviews the case as well if he was not involved in the case. Otherwise, we get a different Medical Director to review the case.

When there is a suicide we notify staff who have been working with the client. We have a new process called the Crisis Intervention Response Team (CIRT). The CIRT is peer staff trained to respond to a client event or any tragic event to help fellow employees cope with the situation.

There were a total of 25 suicides in the entire County in 2014 and about the same in 2013. Since 2010 we have had 13 reportable deaths to the State, this is an average of about two a year. Ms. Flanagan responded to questions.

Adult Family Home Appeal Process: Ms. Thompson introduced Ms. Anselmi, the LTS Supervisor. Ms. Anselmi explained the State of Wisconsin Medicaid Standards for 1-2 bed Adult Family Homes (AFH) is the guideline for certification of AFHs. At any point during the AFH certification if there are concerns of any kind Mary Kate Tomczak would talk to the provider. Depending on the severity of the allegation we make every attempt to work with providers to correct issues whenever possible. But if there is a severe safety concern we may have to decide right away to remove clients from the home to conduct an investigation. If there is a revocation, typically we meet with providers face to face and ask the provider to come into the LTS office. We then follow up with a letter stating the reason for the revocation. The provider has 15 days to appeal a revocation to the Human Services Director. The Director reviews the case and has 30 days to make a decision to uphold the revocation or give the certification back. If the revocation is upheld the provider has 15 days to go to the next level in the process which is sending an appeal to the State. These rules are set forth by the Medicaid Standards. Ms. Thompson stated losing an AFH is not taken lightly. The AFHs are very important to our program and clients. We work with the providers to correct issues as much as we can. She pointed out that 3-4 bed homes are licensed by the State, not the county.

Supervisor Grahn asked if the provider is provided a copy of the guidelines. Ms. Anselmi explained once a provider shows interest and contacts Ms. Tomczak a background check is completed. Once the background check is cleared Ms. Tomczak reviews the requirement checklist with the provider and provides a copy of the standards to them and conducts follow up visits after. There can be many visits to complete the certification. Last year there were changes in the standards, and we provided a training for providers to help understand the changes. Supervisor Grahn asked if providers are required to document activities. Ms. Anselmi stated there are required forms for doctor visits and medications. Ms. Anselmi responded to questions. Ms. Thompson advised individuals have a choice of where they want to stay and to change providers.

Rock County Transition to Family Care: Ms. Klyve advised when this item was placed on the agenda we thought we would have more information because the State said it intended Rock

County to move to Family Care perhaps in 2016. They have not yet gotten back to us and we have not been given any dates or times in moving forward. When more information becomes available we will advise the Board.

Update on 2015 Budget: Ms. Klyve advised the budget is very complex and we requested funds from the General fund for case management and AODA mainly due to the expansion of services. We also provided Mr. Smith the status of the 2015 HSD Budget using May and June data. Now, we have estimates through the month of August. We have had an unprecedented increase in foster care placements and we have had significant decreases in youth aids, crisis intervention and target case management funding.

Ms. Mooren distributed a handout which highlighted the drivers in the budget. She emphasized there could still be changes and at this point there are some things out of our control which could raise or lower these figures. The 2015 County share is approximately \$19.8 million the August estimates came in at approximately \$20.1 million. As it stands now we are at 102% of the budget, or approximately \$300,000 over budget. Given the size of the budget and variability of costly placements, we cannot predict if we will come in below, at or above budget at this time.

The high revenue impact items are reductions in the CYF-JJ revenue from Department of Corrections (DOC), we are trending low in Third Party Billing, and Wisconsin Medicaid Cost Reporting (WIMCR) amount is uncertain. We do not know what we are going to be allocated for corrections, the correction census is down and we are getting less funding. Youth Aids is transitioning to DCF.

Personnel is a high impact expenditure item and the salary amount can change with staff turnover and vacancies. The Fringe benefit amount changes are hard to anticipate, for example, it is hard to predict how many employees will change from single to family insurance increasing costs. We do the best we can to come close in these areas. The seasonal positions are trending high in CYF and Crisis, and overtime is high in CYF. Ms. Mooren explained we estimated an average daily census of 102 for foster care placements and it has been trending 130. Ms. Klyve advised this is trending high throughout the entire state not just in Rock County. The State is trying to figure out what is happening. Ms. Mooren responded to questions. Ms. Klyve advised these figures can change and go up or down, and our risk is significantly high but we wanted to advise the Board where we stand at this point. Supervisor Grahn stated he has two ideas he would like to work into the budget. Chair Knudson advised him to contact Ms. Klyve or Mr. Boutwell.

Director's Report: Ms. Klyve distributed a memo from Mr. Boutwell and a Beloit Daily News article about fewer uninsured people in Rock County. Mr. Boutwell explained Supervisor Grahn asked at a recent HSD Board meeting if there had been a decline in the number of people without insurance due to changes in state and federal law. The article points out that there has been a dramatic decrease in the number of uninsured in Rock County from 2013 to 2014. During that time the number of uninsured fell from 12.2% to 6.6%, which is approximately 8,828 fewer people without insurance. The article also points to the 2014 U.S. Census data that indicates the poverty rate in Rock County was higher than the state average. Rock County's poverty rate was 15.6% of residents compared to the statewide average of 13.2%. Child poverty rates are invariably higher than adult poverty rates. The 2014 child poverty rate in Rock County was 26% of all children. Thus, more than 1 in 4 children live in poverty in Rock County.

Mr. Boutwell and Ms. Klyve responded to questions. They explained there is extensive outreach in the community to get people to enroll for Badger Care or insurance. We are on our third enrollment period, and it gets more difficult to achieve higher enrollments.

Next Meeting: Wednesday, October 28, 2015 at 4:30 p.m., at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.

Adjournment: Supervisor Grahn motioned to adjourn, seconded by Supervisor Fell unanimous approval at 6:10 p.m.

Jodi Parson, Administrative Secretary

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