



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, March 22, 2017 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:34 p.m. on Wednesday, March 22, 2017, in the 3<sup>rd</sup> Floor Conference room at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Chair Brian Knudson, Supervisor; Kathy Schulz, Supervisor; Karl Dommershausen, Supervisor; Terry Fell, Supervisor; Ashley Kleven, Citizen Representative; Shirley Williams, Citizen Representative; Linda Garrett, Supervisor; and Terry Thomas, Supervisor.

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

**Staff Present:** Kate Luster, Director; Phil Boutwell, Deputy Director; Greg Winkler, BH Division Manager; April Helm, ES Division Manager; Lance Horozewski, CYF Division Manager; Kaj Anderson, BH Clinician; Sandra Henn, BH Clinician; Nancy Story, CSP Social Worker; Diane Jones, ADRC I/A Specialist; Carl McNutt, JJ Intensive Case Manager; Michelle Muth, APS Worker; Renee Handrow, JJ Intensive Case Manager; April Braband, Crisis Intervention; Lea Gerue, JJ Specialist; Anissa Welch, JJ Specialist; Angela Bouton, Social Worker; Shannon Dewey, CCS Coordinator; Karol Rosman, BH Clinician.

**Others Present:** Lyndsay Stevens, NAMI President. Patty Slatter NAMI Vice President.

**Approval of Agenda:** Supervisor Fell moved the agenda to the floor, seconded by Supervisor Dommershausen. The agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of March 8, 2017:** Supervisor Thomas moved the minutes to the floor, seconded by Citizen Representative Williams. Supervisor Garrett noted to Ms. Parson two changes under Submission of Committee Requests. She asked for consistency and to either list the committee member's name who requested the item on all items or do not list any names. Secondly, she requested quality control measures and contract monitoring and Chair Knudson indicated it would be placed on a future agenda. The minutes were unanimously approved. APPROVED.

**Citizen Participation:** None.

**Submission of Committee Requests:** Supervisor Dommershausen asked for a section of the minutes listing requested agenda items. Supervisor Schulz requested a schedule of the dates that items will be on the agenda. Citizen Representative Williams reminded she requested budget process steps, and Federal changes. Ms. Luster advised the agenda item list will be provided separately from the minutes and updated to reflect Citizen Representative Williams' items.

**Approval of Contracts and Transfers:** Citizen Representative Kleven moved the contracts to the floor, seconded by Supervisor Fell. Mr. Winkler presented three contracts for approval and explained that one contract was adding respite to a current contract; another added hours to a current contract; and the other was a new hospital contract. Supervisor Thomas asked the location of the hospital and Mr. Winkler responded. Supervisor Garrett asked about the Psychiatrist's contract and Mr. Winkler responded. Citizen Representative Williams clarified the Psychiatrist's contracted amount, hours and that health insurance benefits were included. She asked about the

funding source used to pay this. Mr. Winkler explained there were multiple funding sources used to pay and noted each one. Supervisor Schulz asked about the circumstances for providing respite and how it is authorized. Mr. Winkler and Ms. Luster responded. The contracts were unanimously approved. APPROVED.

**Resolution to Recognize Rock County Social Workers:** Supervisor Thomas moved the resolution to the floor, seconded by Supervisor Garrett. Mr. Winkler recognized the work of the social workers and asked staff to introduce themselves. Ms. Luster also thanked the social workers and Division Managers for all the work they do. She read the core values of the social work profession and explained that is why we celebrate social workers. She expressed how proud she is to honor them. Chair Knudson, Citizen Representative Williams and Supervisor Thomas expressed thanks for all social workers do in the community and for families. The resolution was unanimously approved. APPROVED.

**Resolution Recognizing Annette Hyams:** Supervisor Thomas moved the resolution to the floor, seconded by Supervisor Garrett. Ms. Hyams was not able to attend the meeting. Ms. Heim presented the resolution recognizing Annette Hyams. Ms. Hyams has served the citizens of Rock County for over twenty-six years. She made many transitions from County administered to Consortia administered Economic Support programs. Ms. Hyams has benefited many Rock County citizens throughout her career always advocating for the Economic Support program participants. The resolution was unanimously approved. APPROVED.

**Resolution Reclassifying Position from 1.0 FTE Psychiatric Tech to 1.0 FTE Behavioral Health Clinician:** Supervisor Thomas moved the resolution to the floor, seconded by Citizen Representative Kleven. Mr. Winkler presented the resolution and explained the Psychiatric Technician position has been vacant since November 2016. Reclassifying this position to Behavioral Health Clinician will help better serve our clients, and help cover Crisis staff schedules. We are moving toward developing our vision for Master's Level Crisis workers. Clinicians are able to do more safety planning for clients which would be a significant advantage in the Crisis area. As openings become available in Crisis we would like to reclassify vacancies to Master's Level Clinicians.

Supervisor Thomas asked if the Master's level position is easier to fill than the lower level positions. Mr. Winkler explained we are not having problems hiring for either position level. Ms. Luster added that this Master's level position does not require a license. When there is not a license requirement Master's level positions have not been hard to fill. Citizen Representative Williams asked if the reclassification to an upper level is due to challenges filling the lower level position. Mr. Winkler advised we are not having problems filling the position at the lower level and in fact we never posted or advertised it. The position has been vacant because we were wanting to make the change and we were figuring out the steps to reclassify the position. We wanted to make the change through attrition and not disrupt current workers and it made sense to start with this opening.

Citizen Representative Williams questioned the word "vacant" in the resolution. Mr. Winkler and Ms. Luster advised vacant was used to reflect that no one is losing their job and we are not pushing anyone out of a position in order to re-class as it is an open position. Citizen Representative Williams wanted it to be clear that the position was intentionally not filled, and so noted in the minutes. Citizen Representative Williams asked about the financial impact. Mr. Winkler advised we factored the amount that we have been paying for on-call costs and the cost savings for not filling the position the first three months of this calendar year. We found that the cost will be neutral for this year. The cost for calendar year 2018 is projected to be about \$400 more than what we would pay for on-call costs. Supervisor Schulz asked about the opportunity offered to lower level staff to pursue education to upgrade to higher level positions. Ms. Luster advised historically staff were allowed \$2,000 per year but was strictly budgetary based. She is not aware of that being budgeted in recent years. We have started a workgroup recently to develop a professional development plan for staff in the 2018 budget.

Supervisor Garrett expressed concerns about using the word vacant. She would like to go on record that she wants to demonstrate what we are trying to accomplish, so when we look back

historically we understand what was done. She suggested a slight wording change in the future so it doesn't look like a lower level person is out of a job.

Supervisor Thomas advised in his experience vacant means an open position, and is not reducing staffing levels. Chair Knudson advised this will be clarified in the minutes.

Supervisor Garrett asked about the long range goal for Psychiatric Techs. Mr. Winkler explained that we are not eliminating Psychiatric Technicians completely. We will still need Psychiatric Technicians, but we need more clinical positions to help with intervention and to make more decisions. Chair Knudson advised in general other counties are doing this already. Ms. Luster advised many counties our size require Master's Level Crisis Workers. This is consistent with the way other counties have approached it. Many clients in Crisis are acute and are high risk. We want our highest level individuals handling our complex clients, as we do in other areas. We have no desire to lay off or disrupt the Crisis unit, when we have vacant positions through attrition we will hire at the Master's level.

Citizen Representative Williams wanted to make sure it would be clear in the minutes to reflect the position was not posted and intentionally left open. Ms. Luster advised we started the process back in November and it has taken all this time to get to this point, we have had a lot of discussion on this change. Supervisor Garrett stated she would be comfortable with not changing the resolution if there was clarification of the meaning in the minutes. The resolution was unanimously approved. APPROVED.

**Report on NAMI:** Ms. Luster introduced Lindsay Stevens, NAMI President. The Board recently approved a resolution passing funds from the State to NAMI for CIT-Y training. Ms. Stevens explained that the funds were used to provide two trainings for law enforcement. The training will help law enforcement learn more about youth with mental illness. The first training was held in February and seventeen officers completed the training. Law enforcement from all around the county were invited to attend even outlying areas. Ms. Stevens stated the multiple topics included in the training. Part of the training included people, who themselves or a family member have mental illness and have had interaction with law enforcement. They spoke about their experience with law enforcement. The School District also shares information. The training touches on youth culture and empathy. On day three of the training scenarios were provided and actors acted out situations. The Officers were given the opportunity to use what they learned, and were provided feedback. Ms. Stevens shared a success story from a mother of a daughter with mental illness.

Ms. Stevens announced the NAMI events scheduled for this year and distributed contact information. Ms. Stevens introduced Patty Slatter, NAMI Vice President. Supervisor Fell suggested CIT-Y for BTC curriculum.

Chair Knudson expressed thanks for the wonderful things NAMI does for the community. Citizen Representative Williams thanked Ms. Stevens for speaking to the Board and for NAMI's commitment to the community. Supervisor Garrett stated she was excited about Ms. Steven's work and how NAMI was progressing. The organization has blossomed the last two years, and the community sigma reduction is working.

Supervisor Garrett introduced Glen Anderson City Council candidate. Mr. Anderson stated he is running for Beloit City Council and interested in improving the County and City relationship.

**Next Meeting:** Wednesday, April 12, 2017 at 4:30 p.m., at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference room, Janesville, Wisconsin.

**Adjournment:** Citizen Representative Williams motioned to adjourn, seconded by Supervisor Garrett with unanimous approval at 5:46 p.m.

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Jodi Parson, Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**