

**MEETING OF THE
WINNEBAGO COUNTY
DEPARTMENT OF HUMAN SERVICES BOARD**

Minutes

DATE: Thursday, June 20, 2013

TIME: 9:00 a.m.

PLACE: Neenah Human Services Building, Room 008

MEMBERS PRESENT: Jerry Finch, Jim Koziczowski, Ron Kuehl, Larry Lautenschlager, Donna Lohry, Mike Norton, Rob Paterson, Harold Singstock and Tom Widener

STAFF PRESENT:

Bill Topel, Ellen Shute, Tom Saari, Leo Podoski, Mary Krueger, Ann Kriegel, Gina Vanden Branden and Dorothy De Grace

Jim Koziczowski called the meeting to order at 9:00 a.m. with the intent of considering any additional testimony for the Public Hearing.

AGENDA ITEM #1: PUBLIC HEARING:

The Public Hearing concluded at approximately 9:30 a.m.

AGENDA ITEM #2: REVIEW, DISCUSS AND RECOMMEND 2014 HUMAN SERVICES BUDGET TO COUNTY EXECUTIVE:

Jerry Finch moved to bring the 2014 proposed Budget to the floor for review, discussion and recommendation; seconded by Larry Lautenschlager and carried (8-0). Widener not present yet.

Bill Topel said the County Executive's target for our department was \$300,000 less than last year's county tax levy. That means we are absorbing all of the increases in labor, contracts, and other adjustments for a proposed tax levy of \$17,499,147. We built the budget around reducing money from the Family Care buy down. Each year we have to provide less buy down money to the state, and next year will be the last full year for us to give buy down money to the state to support the Family Care initiative. In 2015 we have to pay one-half the year or \$450,000 in buy down. Bill said this budget does not include adding any more staff other than two temporary Economic Support Specialists. In this budget we are asking to replace one of our vehicles in Oshkosh and for an additional vehicle for Neenah due to an increase in requests to use a county vehicle.

ADMINISTRATIVE SERVICES DIVISION:

Ellen Shute said that in terms of Labor in each Division of the budget, there is a distinction made as far as increases for inflation and step increases. The represented employees see an increase of 1% inflation that was built into the budget, plus step increases with approximate increments of 2%. For administrative staff, the County Executive's budget will include 1.5% over the salary mid-range. If an administrative staff is under the mid-point of the pay range, he would get an additional 1.5%; if he is over the mid-point he would get just the 1.5%.

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Ellen explained that professional liability was charged back from Finance Department and equipment maintenance was charged back from I.S., which frees up \$26,014 for us. The cost of our requested new van will come out of that amount.

Ellen said the Administrative Services Division continues to image all hard copies of client records or charts with the help of temporary staff. We are working with I.S. on an intuitive voice upgrade to our Audix system which would be a customer-friendly option for people that don't want to be placed on "hold" by a receptionist and they already know the name of the person or fax number they are trying to reach. The approximate cost of the upgrade is \$7,500.

BEHAVIORAL HEALTH DIVISION:

Tom Saari explained the changing or filling of some vacant positions in his division. This year a mental health tech position changed from a 75% to 100% position; and a 50% position was eliminated. A 50% program specialist position at Toward Tomorrow was filled; a 50% crisis worker position that was new this year had been filled but is vacant again. We are considering requesting that the position be split into two 25% positions, and each of the two employees would work every other weekend and holiday. We had a vacant 50% AODA position which was part of the Office of Justice Assistance grant, and we ended up contracting it out. We were able to hire another therapist to complete the intensive in-home therapy team. We continue our recruitment for an advance practice nurse prescriber. About 80% or more of individuals who come in for mental health services end up seeing one of the prescribers in addition to receiving therapy. We hired an LPN in January; and we filled a 50% therapist position for the Dialectical Behavioral Therapy (DBT) program. We hired another part-time child psychiatrist in May.

Tom said we are monitoring Community Based Residential Facility placements to see when we can get the individuals into a less restrictive setting.

Tom said our Neenah office has AODA walk-in hours two mornings a week and he is considering setting up those hours in Oshkosh. The mental health walk-in clinic had 1,440 walk-ins last year; 1,074 were first-time individuals coming in. Historically, we would see 600 intakes a year. About 40% of the walk-ins are for a crisis situation and require one or two therapy sessions.

Tom said about 20 counties including Winnebago are working with the Department of Health Services and the University as collaboration to look at mental health inpatient readmission rates, in particular Winnebago Mental Health Institute. We will go through a self-directed assessment of our system in Winnebago County looking at what the system is doing or not doing that individuals end up back in the hospital.

Tom said he included \$25,000 in the budget for the possible services of a peer support specialist. He said a mental health initiative in the Governor's 2014 Budget calls for a Comprehensive Community Services (CCS) program to be regionalized in order for counties to garner the 40% share of the program cost which we are currently paying; the feds are paying 60%. We met with Outagamie, Calumet, Fond du Lac and Green Lake counties to start discussing this.

CHILD WELFARE DIVISION:

Leo Podoski said we recently filled a Behavioral Health in-home team that brings therapy into the home of some of the more challenging families. We've had some recent staff turnover with some employees leaving. Child Welfare continues to have no one placed in corrections because of a number of factors that might be considered: 1) we continue to build on community-based interventions, and 2) the national trend, the state trend, and our trend has been fewer offenders. Regarding child protective services, our numbers continue to grow at a slight rate; whereas other counties have experienced referral increases of as much as 50%.

Leo said transportation for Child Welfare clients for appointments to our agency or for arranged family visits will no longer be provided by Red Cross volunteers. Bill Topel said we will be looking at a different vendor for transportation services.

Leo said his team is working on more respite care for families and foster care placements. This is important because it may prevent placement of a child, or if we have challenging children in foster care and can give them more significant respite it would hopefully prevent having to move them to a different home or more expensive placement.

Leo said we will be moving to a new secure detention provider in 2014, and we will explain at a future meeting how transportation will be provided to the facility. We will be looking at how we use 72 hour holds, because those are the biggest user of detention. We are looking at changing our Shelter Care program to a new facility and potentially a new provider. The budget for Child Welfare has decreased for 2014 in the areas of corrections, detention, and foster care based on trends. The areas that have increased are group homes and residential care for children.

ECONOMIC SUPPORT DIVISION:

Ann Kriegel said we will be recruiting for the two temporary case manager positions that were recently approved by the County Board. The positions are needed for the extra workload expected with the implementation of the Affordable Care Act and with changes to the Badger Care program at the state level. We will be changing a full-time position into two half-time positions. Bill Topel said this year we included \$5,000 for a request by the Day-by-Day Warming Shelter in Oshkosh. He recommends that the Board consider the \$5,000 each year. Other optional programs that we continue in our budget are \$80,000 for two contracted poverty positions with Advocap; \$27,000 for the Fox Cities Community Health Clinic in Menasha; and \$126,900 for the UWO Living Healthy Community Clinic.

LONG TERM SUPPORT DIVISION:

Mary Krueger explained that the anticipated increase of over \$300,000 in Children's Waivers is because the state holds the wait list for children with autism, and in 2013 we started to see an increase of children from Winnebago County come off the wait list. Under the Aging & Disability Resource Center (ADRC) line item—although the state allocation remains the same but we can draw down federal dollars for some of the work that the staff performs. The line item for Nutrition programs shows an increase because those dollars are distributed based on census.

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Mary said some of the decreases to the budget are primarily monies coming out of the Long Term Support budget going to other divisions. For 2014 the state is looking at submitting a Birth-to-three waiver where the B-3 program will be on a Medical Assistance waiver program. Mary explained some of the changes to the budget expenses—we are working with the Child Welfare staff in looking for out-of-home respite for families of some of the kids that are a little more challenging. Since the American Red Cross is looking at refocusing more on their core services, we are looking to find another provider for volunteer transportation. We've included more money in the budget for all transportation services, particularly focusing on the rural areas.

Mary said the increases or decreases in expenses related to the children's waiver are based on proportions from last year.

Mary said we anticipate changes to the congregate and home-delivered meals program, because we don't know how the federal dollars will be coming to us. We've had an increase in the number of people consuming meals, but a decrease in contributions. Mary said we increased the revenue for next year based on those numbers.

Harold Singstock made an amendment to the proposed budget to include the purchase of a second van for the agency; seconded by Tom Widener and carried. Harold suggested that the Board approve the proposed tax levy amount of \$17,499,147. Donna Lohry moved to send our amended 2014 Budget to the County Executive; seconded by Ron Kuehl and carried (7-0). (Finch and Lautenschlager gone).

With no further business, Mike Norton moved to adjourn the meeting at 12:10 p.m.; seconded by Ron Kuehl and carried unanimously. The next meeting of the Human Services Board will be Monday, August 5, 2013 at 3:00 p.m. at the Oshkosh Human Services Building in Room 33.

Respectfully submitted by:

Donna Lohry, Human Services Board Secretary

Recorded by: Dorothy De Grace, Secretary, Department of Human Services