

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

Minutes

DATE: Monday, August 1, 2011

TIME: 3:30 p.m.

PLACE: Neenah Human Services Building, Room 008

MEMBERS PRESENT: Jef Hall, Jim Koziczkowski, Donna Lohry, Mike Norton, Rob Paterson, and Harvey Rengstorf

MEMBERS EXCUSED: Jerry Finch, Ron Kuehl and Tom Widener

STAFF PRESENT: Bill Topel, Ellen Shute, Ann Kriegel, Debby Blankenship, Elizabeth Jungers and Dorothy De Grace

Jim Koziczkowski called the meeting to order at 3:30 p.m.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM #2: APPROVE MINUTES OF THE JUNE 22 AND JUNE 23, 2011 PUBLIC HEARINGS

Harvey Rengstorf moved for approval of these minutes; seconded by Rob Paterson and carried (5-0). Hall not present yet.

AGENDA ITEM #3: APPROVE MINUTES OF THE JUNE 23, 2011 HUMAN SERVICES BOARD MEETING

Donna Lohry moved for approval of these minutes; seconded by Harvey Rengstorf and carried.

AGENDA ITEM #4: ACCEPT MINUTES OF THE JUNE 13, 2011 ADRC COMMITTEE MEETING AND THE JUNE 29, 2011 ADRC PUBLIC FORUMS

Donna Lohry moved for acceptance of these minutes; seconded by Rob Paterson and carried.

AGENDA ITEM #5: 2011 FINANCIAL REPORT

Ellen Shute said the 2011 Financial Projection Report through December shows \$963,515 unexpended tax levy. \$621,217 of this amount is for labor and must be left for that purpose. The excess labor is due to 1) turnover; 2) we budgeted higher than the contract negotiated amount for represented employees; and 3) we had budgeted for the Deputy Director position, but merged it with the Administrative Services Division Manager position. We are projecting a deficit in labor for Economic Support due to projected insufficient revenue from the state. Ellen said that although we had budgeted to access the COP Risk Reserve money, we decided not to tap into it due to an overall anticipated surplus for 2011. Once we take out that Risk Reserve amount, it creates the variance of being over budget in Long Term Support.

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When Mike Norton asked if the COP Risk Reserve could be used in another area, Bill Topel responded that it is one-time money and we don't want to set up a funding source for a new service because we may not be able to sustain it. He said we actually don't know from month to month what the surplus or deficit might be, so he prefers to be cautious with overages.

Ellen Shute referred to the Inpatient and Institutional Utilization graph and said we are averaging a 1.08 daily population for Child Welfare Juvenile Corrections so far this year. It is the lowest average we've had since 2007. We are seeing the same trend in daily population for residential care centers—an average daily population (ADP) of 3.78 so far this year compared to 9.4 in 2007. Behavioral Health & Long Term Support Specialty Hospitals for adults shows an average daily population of 6.02; whereas it was 10.3 in 2007. The ADP for children in specialty hospitals is .43, which is a slight variance from the .332 in 2007. Ellen said the low numbers are due to a greater use of community alternatives to inpatient care. Bill Topel said our whole philosophical change has been to keep children here in the community and provide the services they need in their homes. Our focus is on how to keep the family together, rather than where we are going to place a child out of the home. If we send a child to an inpatient facility, we try to send them for shorter periods of time such as 90 or 120 days.

Jim Koziczowski moved the program portion of the meeting to be next on the agenda.

PROGRAM: INCOME MAINTENANCE (I.M.) NEW COUNTY MODEL

Ann Kriegel said the state biennial budget requires all counties other than Milwaukee County to organize into no more than 10 multi-county consortia for purposes of administering I.M. programs. Each consortium will have at least 10 counties as members and 40,000 total cases. With this new model, the state's responsibilities will be to provide software for the Call Center, provide an 800 number and pay for long distance charges. Counties will be responsible for ensuring that each staff person has an individual phone line and the necessary hardware to support the Call Center. Our potential consortium will consist of Outagamie as the lead county, Calumet, Green Lake, Manitowoc, Marquette, Sheboygan, Waupaca, Waushara, Kewaunee and Winnebago. Our consortium plans must be submitted to the state by October 1. Ann said that currently the state's Enrollment Services Center is responsible for the cases for childless adults aged 19-64 years who are not disabled. The food share and family planning waiver cases will be coming back to the counties beginning in October. There will potentially be the capacity to draw down additional federal money for the consortium. Some advantages to the consortium model are that I.M. cases can be handled at the local level for services face-to-face; a caller will talk to a live person rather than leaving a message; and we should be able to share resources so that we can do what makes sense for the caseload within our county and within the consortium. Staff will need training, and they will have software for support. Any new applications for service will go to the county of residence. Each county will have responsibilities in being part of a consortium. A county could pull out of a consortium, but would have to give back the budgeted money to the state; and counties in a consortium can tell a member county if it isn't fulfilling its requirements. Every county will have to manage a certain number of cases; dedicate a certain amount of hours to the Call Center; and follow quality assurance requirements. An agreement will contain all of the basic requirements of each county. Bill Topel said we anticipate that we will be able to do our part without any additional staff or monies than we currently have. We may need to change job descriptions for a couple of employees with the start-up of the new consortium.

AGENDA ITEM #6: RECOMMENDATION FOR WINNEBAGO COUNTY TO PARTICIPATE IN I.M. CONSORTIUM

Jef Hall moved for a recommendation that Winnebago County continue the process toward participation in the Income Maintenance Consortium; seconded by Donna Lohry. Jef amended the original motion to include, “as led by Outagamie County.” The amended motion, “a recommendation that Winnebago County continue the process toward participation in the Income Maintenance Consortium as led by Outagamie County” carried unanimously (6-0). (Aye: Hall, Koziczkowski, Lohry, Norton, Paterson, and Rengstorf)

AGENDA ITEM #7: DIRECTOR’S REPORT

Bill Topel said we are looking to recruit a person to replace Cheryl Cain who retired as the supervisor of the Juvenile Justice Team in our Neenah office.

AGENDA ITEM #8: BOARD MEMBER REPORTS

Donna Lohry reported on her attendance at the Lakeland Care District’s Public Hearings.

With no further business Mike Norton moved for adjournment; seconded by Harvey Rengstorf and carried unanimously at 4:40 p.m. The next meeting of the Human Services Board will be **Tuesday, September 6, 2011 at 3:30 p.m. at the Oshkosh Human Services Building, Room 33.**

Respectfully submitted by Donna Lohry, Board Secretary

/dd