

COUNTY BOARD STAFF/FINANCE COMMITTEES
June 27, 2010

Call to Order. County Board Staff Committee Chair Podzilni called the joint meeting of the County Board Staff Committee and the Finance Committee to order at 3:00 P.M. in Conference Room N-1/N-2 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present County Board Staff Committee – Supervisors Podzilni, Kraft, Bussie, Brill, Collins, Jensen, Peer, Yankee. Finance Committee – Supervisors Mawhinney, Kraft, Beaver, Diestler, Podzilni.

Committee Members Absent: Supervisor Arnold (CBS).

Staff Members Present: Craig Knutson, County Administrator; Jeff Smith, Finance Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; John Hanewall, Developmental Disabilities Director; Joanne Jones, Developmental Disabilities Financial Supervisor.

Others Present: None.

Approval of Agenda. ADOPTED by acclamation.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes. Supervisor Jensen moved approval of the minutes of June 13, 2011, second by Supervisor Brill. ADOPTED.

Review and Discussion of Preliminary 2012 Budget Projections and Program Information – Developmental Disabilities. Mr. Knutson introduced Mr. Hanewall and turned the meeting over to him. Mr. Hanewall introduced Ms. Jones and they handed out copies of their presentation. Mr. Hanewall said he had two examples of cases that occurred this month. 1) A 49 year old woman was being exploited by her family and Judge Welker directed their department to find a new guardian and placement for her. They used WARC for a guardian, placed her in a new residential facility, and in two weeks she will start in the Day Program here in town.

Mr. Hanewall went over the Developmental Disabilities Staff Roster and mentioned that they have two vacancies at this time; Deputy Director and Contract Compliance Specialist. He gave an overview of the Department, which was established in 1973 to comply with the requirements of Chapter 51 of the State Stats. They are now in their 38th year.

Mr. Hanewall said the Department has 295 consumers in Day Program Services; 45-50 consumers in Adult Protective Services; 125 consumers in Recreational Services; 430 consumers in Respite Care Services; 15 consumers as Referrals to Skilled Nursing Homes; 30 consumers in Public Educations; 536 consumers in Case Management; 371 consumers in Developing Vocational Services; 225 consumers in Supportive Community Living Services; 220 consumers they provide supervised living arrangements; 75 consumers they oversee Family Support; and 107 consumers in the Birth-to-3 Program.

Mr. Hanewall said over the past 12 months they have: responded to over 4,000 requests for services; relocated 15 consumers due to court ordered removals; removed 9 consumers from the waiting list for comprehensive services; provided supervision, case management and oversight to over 120 consumers, which captured approximately \$2.8 million in reimbursement to offset the tax levy; completed over 36 Long Term Care Functional Screens to determine eligibility for services; completed approximately 58 Provider Certifications to insure CIP standards in both residential and vocational settings; reviewed certification of approximately 40 1-2 bed Adult Family Homes; followed up on any deficiency notices issued by the State Division of Quality Assurance for CBRFs and 3-4 bed AFHs operating in Rock County; Completed over 80 Quality Assurance, drop-in, visits to vocational and residential providers to insure services were being provided; assisted providers with the development of protocols regarding medical/physical health issues/concerns of clients; completed approximately 45 annual Protective Placement Reviews; assisted families in approximately 25 petitions for guardianship; provided 3 quarterly inservices and one full day inservice for providers, care managers, and staff in the areas of Consumer Rights, Time Management, Fall Prevention, Nutrition, Medication Management and other topics; completed 39 Community Aids Reports System reports for the State; completed 26 Reconciliation Reports to ensure State Audit compliance; completed 261 representative Payee Reports to Social Security; completed 3 annual WIMCR reports on Personal Care/Case Management Waiver Programs; and reviewed and submitted 163 Critical Incident Reports.

Mr. Hanewall said they have 19 different funding sources to operate the programs. Each of these funding sources has specific regulations as to how they may be applied, reporting requirements and instances where funding resources may be excluded from application.

Mr. Hanewall said the second example of a recent case was a 17 year old who will be coming into their care when he turns 18. His transition to the community will be lengthy. His mother is a single parent with problems and he will probably end up in one of our State centers. Without adequate funding we won't be able to predict what will happen with his future. We will do the best we can that is responsible, effective and as accurate as can be.

Mr. Hanewall said, based on the first four months of the year, they look to be pretty close to budget. They have been able to open 13 cases from their waiting list. Provide guardianship, residential, vocational and case management to an individual who was removed from a home per court order, which will cost \$21,600 for the remainder of 2011 after the match and \$43,400 in 2012. The Department is now serving four children who transitioned to adult services this year. The Department is now incurring costs due to the fact that our population is aging and thus experiencing more medical and physical problems, which do not warrant skilled nursing care, they are being cared for in the community at higher care rates. Cost to relocate from State Centers and Institutions; more, smaller, providers (AFHs) are terminating services and relocation becomes more costly.

Mr. Hanewall said the status of the Proposed 2012 Budget is: Revenues \$26,593,712, a 2% increase from 2011; Expenses \$30,472,344, a 3% increase from 2011; County Levy \$3,878,632, an 11% increase from 2011. Contributing factors to the request are: decrease in MAPC revenue (\$93,900) due to loss of clients and reimbursement rates; decreased funding/revenue from the State (\$55,100); case management decreased by 21% (\$10,300); the Department will be fully staffed resulting in an increased cost of \$71,361; Leap Year will make a difference as rates are per day and this adds an

additional day for an estimated cost of \$30,400; and WARC/Guardian Friends has request an increase of \$3,676.

Mr. Hanewall said to achieve a 2% Tax Levy decrease for 2012 the actions, effects and impacts would be:

- 1) Action - Reduce all residential providers by 2.5%. Effect – This would decrease residential costs by \$453,970, but after the State/Local match was applied this would result in a savings of \$179,182. Impact – Potential loss of providers, potential relocation of clients at higher daily rates, and no potential clients removed from the waiting list.
- 2) Action – Decrease Riverfront’s CIP 1B Day Service Program by \$25,000. Effect – \$25,000 after the 39.4% State/Local match was applied this would result in a savings of \$9,898. Impact – No additional day or part time services available for clients.
- 3) Action - Decrease KANDU’s Community Employment Program by \$15,000 to \$3,360. Effect – After 39.4% State/Local match was applied this would result in a savings of \$5,921. Impact – Only 115 hours of Community Employment Training will be available in 2012.
- 4) Action - Retirement Contribution for Union Employees (3) in the Department. Effect – After the 39.4% State/Local match was applied this would result in a savings of \$2,615. Impact – Provides for the County to use County contributions to the Retirement System elsewhere in the budget.
- 5) Action - Eliminate the replacement of the Department Laptop scheduled in 2012. Effect – After the 39.4% State/Local match was applied this would result in a savings of \$394. Impact – Minimal to none.
- 6) Action – Reduce the Unanticipated/Emergency funds in the 2012 budget in the 3 programmatic areas (CIP-1A, CIP-1B and Brain Trauma) by \$655,765. Effect – After the 39.4% State/Local match was applied this would result in a savings of \$258,830. Impact – This would provide the Department only \$20,464 for all 3 programs in 2012 for all emergencies and unanticipated events. Each time an emergency occurred we would need to come to the County Board to increase our budget.

Mr. Hanewall thanked the Committees for their time.

Set Future Meeting Dates. Mr. Knutson said the next meeting of the Joint Committees will be Wednesday, July 6th, 3:00 P.M. in N-1/N-2 with a presentation by Human Services; July 13th at Rock Haven for Rock Haven; August 15th at the Sheriff’s Office for the Sheriff; and Public Works still needs to be scheduled.

Adjournment: Supervisor Beaver moved adjournment at 4:21 P.M., second by Supervisor Bussie. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.