



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, February 10, 2016 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:31 p.m. on Wednesday, February 10, 2016, in the 3rd Floor Conference room at the Rock County Health Care Center, Janesville, Wisconsin.

Committee Members Present: Chair Brian Knudson, Supervisor; Linda Garrett, Supervisor; William Grahn, Supervisor; Shirley Williams, Citizen Representative (in at 4:43 p.m.); Sally Jean Weaver-Landers, Citizen Representative; Kathy Schulz, Supervisor (in at 4:34 p.m.); Terry Fell, Supervisor; Ashley Kleven, Citizen Representative (out at 5:42 p.m.); and Terry Thomas, Supervisor.

Committee Members Absent None.

Staff Present: Charmian Klyve, Director; Sara Mooren, Administrative Services Division Manager; Tim Zuehlke, Controller; Kate Flanagan, MH/AODA Division Manager; Lance Horozewski; CYF Division Manager; Jennifer Thompson, LTS/ADRC Division Manager; Denise Hegberg, CYF Supervisor; Melissa Meboe, Crisis Program Manager; Amy Albert, Jail Reentry Social Worker; Karol Rosman, CSP Worker; and Cheri Salava, Foster Care Supervisor.

Others Present: Josh Smith, County Administrator. Nicholas Osborne, Assistant to the County Administrator. Peg Cadd, Foster parent.

Approval of Agenda: Supervisor Fell 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 January 27, 2016: Supervisor Grahn moved the minutes to the floor, seconded by Supervisor Garrett. The minutes were unanimously approved. APPROVED.

Citizen Participation: Peg Cadd stated the Trauma Informed Care (TIC) is a wonderful program for foster parents and the community. She was also at the meeting to advocate for more social worker positions in Child Protective Services as caseloads have increased.

Chair Knudson welcomed Mr. Smith, County Administrator and Mr. Osborne, Assistant to County Administrator.

Submission of Committee Requests: None.

Approval of Contracts, Transfers, and/or Encumbrances: Citizen Representative Weaver-Landers moved twenty four contracts and one encumbrance to the floor, seconded by Citizen Representative Kleven. Ms. Mooren highlighted the first two pages of the contract index which were all the new CCS contracts. In order to get 100% reimbursed for CCS we need to be part of a region. and are setting up regional contracts. Supervisor Garrett asked what LTDK stands for. Ms. Mooren will find out and bring the answer back to the Board. Supervisor Grahn opposed contracts with an increase of more than 1.25%. Supervisors Fell, Thomas, Schulz, Garrett, Knudson and Citizen Representatives Williams, Kleven and Weaver-Landers voted in favor of all the contracts and encumbrance. APPROVED.

Approval of Bills: Supervisor Thomas moved the bills to the floor, seconded by Supervisor Fell.

ADM	42,549.84	CPS	32,523.51
ADM	177.80		
ADM	544.20		

The bills were unanimously approved. APPROVED.

Update on Family Care: Ms. Klyve stated Family Care was passed on January 26th. At this point we are having weekly meetings with State DHS. We have been working together with Administration, HR, and the Union to make the best decisions about the transition to Family Care.

Mr. Smith advised we are in the early phases of planning for the Family Care transition. There are a lot of moving pieces. This will not only effect Long Term Support (LTS) and Developmental Disabilities (DD) but other departments as well. Mr. Smith was there to answer any questions Board members may have. He gave a brief introduction to each of the three resolutions being submitted for approval. After Act 10, Rock retained the bumping process and therefore planning for bumping. We are trying to get things organized ahead of time, hence, the reason we are submitting the resolutions tonight for approval. By creating the positions now for where we have a need for staff, we will have places for staff to land.

The first resolution is to create two positions for the ADRC. We know with Family Care there will be an increase in workload for the ADRC, therefore, one position is being requested for the ADRC and one for adult protective services/WATTS reviews.

The second resolution is to create four CPS positions in the CYF Division. The CYF Division is experiencing workload issues right now with the increase in referrals, and pending FMLAs. The training for CYF staff is lengthy and we have to make sure we have trained staff working on cases. We want to create the four positions to help with the workload. The additional CPS positions may not be sustainable for 2017, but we will look at it again as we prepare the calendar year 2017 budget. These positions will give us the flexibility to get more staff trained and also retain the experienced staff that we need in CPS.

Looking at the global perspective it makes sense to create these positions now as CLTS services will no longer be contracted with Catholic Charities. County Administrator Smith responded to questions about the number of positions that would be involved in the bumping process. He explained creating the positions gives us flexibility for the upcoming transition to Family Care.

Resolution Creating 1.0 FTE Information & Assistance Specialist for the ADRC and 1.0 FTE Adult Protective Services/WATTS Position and Amending the 2016 HSD Budget: Supervisor Fell moved the resolution to the floor, seconded by Supervisor Thomas. Ms. Thompson presented the resolution and explained we are looking at other counties who have already transitioned to Family Care to help plan our transition. Since the ADRC opened three years ago, the calls have increased each year. Moving to Family Care results in more clients calling. Creating the additional Information and Referral position will help handle the extra workload.

We are also seeing a large increase in adults at risk cases, therefore, we are requesting creating another position to help with these cases. Supervisor Grahn asked whether there would be enough staff with the increase in cases coming through the ADRC. Supervisor Thomas and Ms. Thompson explained we budgeted for ten positions and only filled nine. This position, if approved would be number eleven. Supervisor Garrett asked Ms. Thompson to speculate as to what is attributing to the increase in calls. Ms. Thompson advised the increase in calls to the ADRC could be due to increased marketing and outreach. There is one staff person designated for that, and the Dementia Care Specialist is also doing a lot of outreach. Ms. Thompson responded to questions. Ms. Thompson welcomed Board members to give her a call with any questions. The resolution was unanimously approved. APPROVED.

Resolution Creating 4.0 FTE Children Youth and Families Division Case Manager Positions and Creating 1.0 FTE Youth Services Center Youth Specialist Position and Amending the 2016 HSD Budget:

Supervisor Grahn moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Mr. Horozewski distributed a handout and presented the resolution. Cases requiring a same day response time have increased by 52% from calendar year 2014 to 2015. These cases are the most serious and are required by law to be investigated within 24 hours. We have three FMLAs starting in March. To be able to cover the workload and same day response cases, CYF is requesting four CPS Case Manager positions.

Mr. Horozewski responded to questions about the number of staff handling referral calls and after hour calls. Supervisor Schulz asked about foster care recruitment and foster parent payment levels. Mr. Horozewski advised we have a worker designated for recruitment and we are working on expanding our foster care marketing. The pay levels for foster parents are regulated by the State. Supervisor Garrett requested more information on the plan for outreach for foster parents. Mr. Horozewski will bring information to the Board in April. Supervisor Garrett verified contact info for CPS after hour calls.

Mr. Horozewski and Mr. Boutwell previously came to the Board with information on remodeling the YSC. The remodeling would have been more staff efficient, therefore, HSD deleted a YSC position. The remodel did not take place because of building codes, therefore, the position needs to be restored or higher overtime costs will result. The resolution was unanimously approved. APPROVED.

Resolution Creating 4.0 FTE Children's Long Term Support Services Case Manager Positions and Amending the 2016 HSD Budget:

Supervisor Thomas moved the resolution to the floor, seconded by Supervisor Grahn. Ms. Flanagan presented the resolution. Children in long term care are Medicaid funded and are at risk of placement in an institution because of their disabilities. We have contracted with Catholic Charities to handle some of these cases. We want to consolidate and bring these services in house. Ms. Garrett asked about the number of children served by Catholic Charities. Ms. Flanagan advised there are about 90 children served who will transfer to in house services. Citizen Representative Williams asked about the anticipated workload per workers. Ms. Flanagan advised workers may have anywhere between 15 and 25 cases. Some CLTS cases may also shift to CCS. Supervisor Grahn and Supervisor Schulz asked about the waitlist and higher need cases. Ms. Flanagan advised we screen and waive cases with higher needs to the top of the list to obtain services sooner. The resolution was approved. APPROVED.

Presentation on Jail Reentry: Ms. Flanagan introduced Amy Albert, Jail Reentry Social Worker and Melissa Meboe, Crisis Program Manager. The Jail Reentry program is a collaboration between the HSD and the office of the Sheriff. The funding is through the Department of Justice (DOJ) grant.

Rock County received the Jail Reentry grant in 2013 to target people with mental health who are incarcerated. People with mental health issues are at high risk of recidivism, so we want to get them linked with care and services to stay in the community.

Ms. Albert distributed the Jail Mental Health Screen form. Every inmate is screened when booked. Ms. Albert then prioritizes each inmates' response based upon the number of affirmative responses, prior history and medications. She works with inmates upon release to transition them into the community. Housing and insurance are basic needs. Ms. Albert addresses these first, along with a treatment plan and educational goals. The program started in June, 2014. There have been 70 people participating in the program. Ms. Albert stated Dr. Robbins also works with inmates weekly. Some clients have done exceptionally well in the program.

Supervisor Garrett asked about inmates' overall health and how they are addressed by nursing staff. Ms. Flanagan advised that our outpatient nurses assist clients with medications, but any medical care in the jail is not part of this program. The DOJ grant is specific to mental health. Supervisor Garret was directed to the jail for medical services and to Ms. Albert for jail reentry issues.

Ms. Garrett asked about heroin addiction referrals. Ms. Flanagan advised (608) 757-5025 is the number to call for referrals. There are Intake brochures available at many locations such as the library, mall and other locations in Rock County.

Director's Report: None.

Next Meeting: Wednesday, **February 24, 2016 at 4:30 p.m.**, at the **Rock County Health Care Center**, 3rd Floor Conference Room, Janesville, Wisconsin.

Adjournment: Supervisor Garrett motioned to adjourn, seconded by Supervisor Thomas with unanimous approval at 6:08 p.m.

Jodi Parson, Administrative Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD