

JOINT COUNTY BOARD STAFF/FINANCE COMMITTEES
Minutes – July 27, 2015

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 8:00 A.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, Arnold, Brill, Bussie, Mawhinney, Peer, Sweeney and Thomas. Finance Committee – Supervisors Mawhinney, Kraft, Fox and Podzilni.

Committee Members Absent: Finance Committee - Supervisor Beaver.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Sherry Oja, Finance Director; Annette Mikula, Human Resources Director; Elizabeth Pohlman McQuillen, Criminal Justice Planner / Analyst; Charmian Klyve, Human Services Director; Phil Boutwell, Human Services Deputy Director; Sara Mooren, Administrative Services Division Manager, Human Services; Jodi Parson, Secretary, Human Services.

Others Present: None.

Approval of Agenda: Supervisor Arnold moved approval of the agenda as presented, second by Supervisor Brill. ADOPTED.

Citizen Participation, Communications and Announcements: None.

Adoption of Minutes of July 20, 2015 Supervisor Bussie moved approval of the minutes of July 20, 2015 as presented, second by Supervisor Sweeney. ADOPTED.

Review and Discussion of the 2016 Preliminary Budget Projection and Program Information – Human Services: Ms. Klyve welcomed everyone, thanked them for coming and introduced her staff.

Ms. Klyve reviewed the HSD Mission Statement, “Building upon the strengths of clients to encourage independence by providing quality services with respect for the dignity of all persons served.”

Ms. Klyve stated that most of the services provided by HSD are mandated services governed by statutes and administrative codes; Child Protective Services – Chapter 48 (Flow Chart Attached), Juvenile Justice Services – Chapter 938 (Flow Chart Attached), Economic Support Services – Chapter 49, Long Term Support Services – Chapter 46 & 54, and Mental

Health/AODA Services – Chapter 51. Ms. Klyve handed out the flow chart of the Chapter 48 Procedures they follow for Child Protective Services, and of Chapter 938 Procedures for Juvenile Justice Services and went over them. She said once they receive a call they start action sometimes in as little as two hours.

Ms. Klyve said the strategic plan for the 2016 budget is to: Secure contracts from other counties for the Youth Services Center ACTIONS program, shelter care services and crisis stabilization facility; Examine better integration of the treatment courts; Evaluate contracting certain services such as supervised visitation and family interaction services; Examine growing Comprehensive Community Services (CCS), which serves MA eligible children and adults meeting CCS criteria (CCS operates on a 100% reimbursement from the State, Focus on collaborating with county and community partners.

Ms. Klyve said the uncertainties for 2016 are: Who would be responsible for drug screening/testing of FoodShare recipients and who would pay for it; Will the State request the balance of PPACA funding; On Demand FoodShare, which is mandating shorter processing time; How will Community Options program funding be divided between target groups; Potential added requirements with transfer of Juvenile Justice YA funding from the DOC to DCF; What will be the demand for AODA services; What will the trending be in caseloads and high cost placements.

Ms. Klyve said the direction given to Department Heads for the 2016 pre-budget projections are: Assume a general 2% inflationary increase for personnel and other operating costs; Identify known revenue increases/decreases; Actions necessary to reduce the county tax levy to a level no greater than received in 2015; List the actions in priority order.

Ms. Klyve said the specific assumptions made to arrive at the Cost to Continue (CTC) are: The 2016 CTC includes time-in-service step increases; Full funding of all current positions; Any proposed future changes in Family Care of ADRC would not impact the 2016 budget; Assume no transfer of jurisdiction of 17 year olds back to Human Services.

Ms. Klyve said the anticipated revenue decreases include: State decreases in Income Maintenance funding based on 49% of Southern Consortium (a loss of about \$150,600); State reduction in Youth Aids funding of about \$126,000; State reduction in Community Intervention program funds of about \$44,000.

Ms. Klyve said the anticipated cost increases are: An increase of \$652,000 in Departmental personnel costs (includes 2% increase, step increases, fully funding all existing positions); projected 2% cost increase for State Institutes and Hospitals of about \$85,000; Community Support client program expenses of about \$15,000; Children's substitute care and corrections of about \$97,000, and general operational expenses of about \$68,000; 2015 to 2016 upward trend in AODA treatment needs due to heroin and high cost residential placements of about \$100,000; Added Suboxone medically assisted treatments for heroin epidemic; Improved outreach to high utilizers who need higher cost residential care; Increased pressure from the community and CJCC to address the AODA unmet needs; AODA system improvements such as,

expanded dual MH/AODA within OPS, created AODA walk-in clinic hours in Janesville and Beloit, Become the specialty court treatment provider for the OWI, Drug and TAP program.

Ms. Klyve said the Cost to Continue (CTC) budget for 2016 at this time is:

2015 County Tax Levy:	\$19,828,738
Revenue Decreases:	\$ (\$320,600)
Cost Increases:	\$ 1,017,000
CTC Levy for 2016:	<u>\$21,166,338</u>

Reduction needed for 0% Levy increase: **\$1,337,600**

Ms. Klyve said the possible revenue enhancements include: Examine the expansion of CCS in the MH Division for \$157,500; Carryover of 2015 ACA funds into 2016 for about \$100,000; YSC revenue for out of county placements for about \$40,000; Crisis Stabilization revenue from out of county placements for about \$54,000; Budgeting vacant positions with Employee and Spouse for about \$135,000.

Ms. Klyve said the possible expenditure reductions are: Reduce the budget for State Institutes/Hospitals by \$330,000; Reduce Trempealeau placements by 1 for \$113,000; Reduce the RCC Census placement by 2 for \$269,895; Reduce overtime/seasonal budget by \$30,000; Vacancy factor of 1.5% to 2.0% for certain programs for \$125,000; Decrease in license and certification costs (off years) for \$15,000.

Ms. Klyve recapped these possible revenue increases/expenditure reductions as follows:

Sub-total revenue enhancements	\$ 351,500
Sub-total Expenditure Reductions	<u>\$ 986,100</u>
Total Estimated Levy Reduction	\$1,337,600
Shortfall	\$ 0

Ms. Klyve said the challenges for 2016 will be: Significant increase in need because of heroin epidemic and high need alcohol residential placements pushing the AODA budget; High cost placements in corrections, residential care centers, hospitals and State institutes; Increased case complexity and intensity across programs; Comprehensive Community Services takes time to ramp up services; Federal/State sex trafficking legislation has increased CYF workload, mandated reporting, 24 hour response, required assessment; State requirement to pay and provide services to Group or FH youth with an Individual Education Plan up to age 21, under certain circumstances; Potential push on subsidized guardianships by the State; Still trying to understand full impact of State budget, such as changes to COP allocations, new Mental Health Allocation, and Children's COP.

Ms. Klyve noted that, given the increased demand for AODA services, the Human Services Department will be bringing a resolution for a general fund application to be able to continue providing services through the end of the year.

In Summary, Ms. Klyve said, the Human Services Department is a “safety net” for the County’s most vulnerable citizens. The Department has a strong history of maximizing resources while continuing to provide high quality services in a challenging fiscal environment. We continue to examine ways to meet the needs of our citizens in the most cost effective and efficient manner.

Next Meeting: Chair Podzilni reminded everyone that the final meeting will be on Monday, August 3rd at the Southern Wisconsin Regional Airport for the Public Works Department.

Adjournment: Supervisor Arnold moved adjournment at 9:35 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY THE BOARD

Child Protective Svc

CHAPTER 48 PROCEDURE FLOW CHART

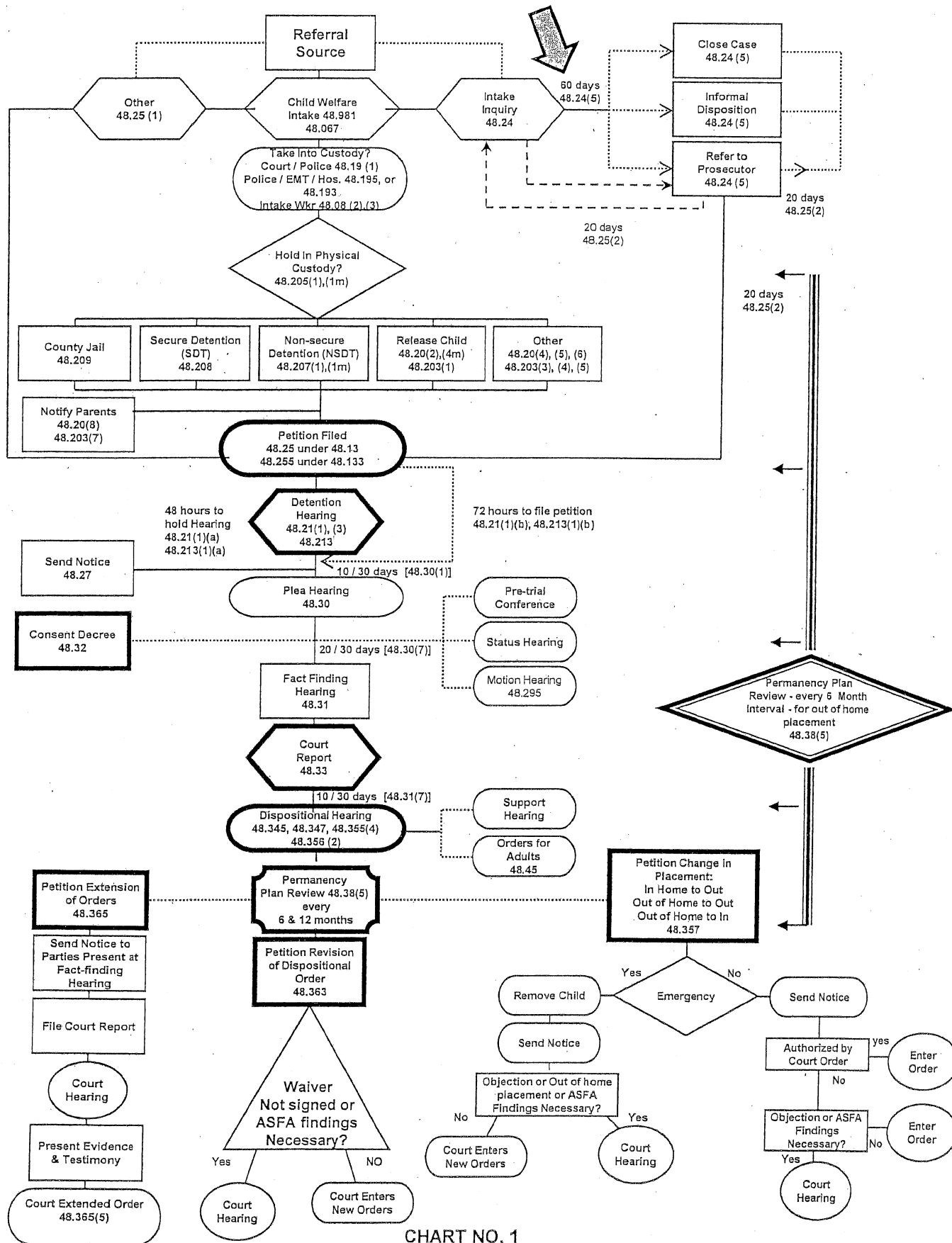


CHART NO. 1

JUVENILE JUSTICE SVC
CHAPTER 938 PROCEDURE FLOW CHART

