



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Monday, November 25, 2019 – 8:00 A.M.**

**Call to Order:** Chair Knudson called the meeting to order at 8:02 a.m. on Monday, November 25, 2019, in the 3<sup>rd</sup> Floor Conference room at the Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Terry Thomas, Supervisor; Terry Fell, Supervisor; Kathy Schulz, Supervisor; Stephanie Aegerter, Supervisor; Shirley Williams, Citizen Representative; and David Homan, Supervisor.

**Committee Members Absent:** Sally Jean Weaver-Landers, Citizen Representative. Ashley Kleven, Citizen Representative.

**Staff Present:** Kate Luster, Director; Tera O'Connor, Deputy Director; Megan Learn, Administrative Intern; Kimber Blum, CPS Training Supervisor; Stefanie Getchell, CPS Training Lead Worker.

**Others Present:** Jamie Fugate, Community. Sue Rusch, Community.

**Approval of Agenda:** Supervisor Aegerter moved the agenda to the floor, seconded by Citizen Representative Williams. The agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of November 13, 2019:** Supervisor Aegerter moved the minutes to the floor, seconded by Supervisor Thomas. The minutes were unanimously approved. APPROVED.

**Citizen Participation, Communications and Announcements:** Citizen Representative Williams recognized this week for celebrating being thankful and wished everyone a happy Thanksgiving.

**Submission of Committee Requests:** Supervisor Schulz asked that the agenda item she requested previously about the housing crisis to be placed on the agenda soon.

Supervisor Aegerter asked for an item on the Foster Care system and building trust foster parents. Ms. Luster advised she would give a brief update under the Director's Report and will put Foster Care update on the next HSD Board meeting agenda.

Citizen Representative Williams asked for information on suicide conditions in Rock County.

Supervisor Schulz asked for an update in January on the Birth to 3 transition.

**Approval of Contracts and Transfers:** Supervisor Fell moved nine contracts to the floor, seconded by Supervisor Thomas. Ms. Luster explained many of the contracts were amendments for updated rates with providers HSD continues to utilize. She highlighted the Tellurian contact and provided more details. She responded to questions about other counties using the Youth Services Center (YSC). The contracts were unanimously approved. APPROVED.

**November Human Services Department (HSD) Employee Impact Award Recognition:** Ms. Luster introduced Stefanie Getchell the recipient of the November HSD Employee Impact award. Ms. Getchell is the lead worker in the CPS training unit. Ms. Getchell received a couple nominations which included how she shows positivity in all her interactions, does not tolerate gossip, comes to work every day with a smile on her face, she worries about her team and ensures her time off does not impact her workmates. She models HSDs Commitment to Coworkers. Ms. Luster added that Ms. Getchell is an example of the organizational culture piece that HSD is working hard on trying to shift, change and support. Ms. Luster introduced Kimber Blum, Ms. Getchell's supervisor who was in attendance. Ms. Getchell expressed thanks.

**2019 HSD Quarterly Budget Report:** Ms. Luster explained this is a summary of the general ledger data from the end of September which shows under budget at that time. She explained there are many factors that are still unknown such as reconciliations that come at the end of the year and revenue that comes at different times throughout the year.

She highlighted the Behavioral Health (BH) Division Comprehensive Community Services (CCS) year to date and provided details about the projected revenue and low expenditures. She responded to questions about the revenue reimbursements, reconciliation cycles, and out of home placement trending.

#### **Director's Report:**

- **Update on 1717 Center Avenue (New HSD location)** – Ms. Luster explained that the architect is now getting into specific design of cubicles, bathrooms and space. The Job Center partners are requesting additional space beyond what they originally requested, which may be difficult to accommodate. Ms. Luster responded to questions.
- **Update on Birth to 3 Transition** – Ms. O'Connor advised that last week there were two meetings held one meeting with HSD and United Cerebral Palsy (UCP), and another meeting with HSD, UCP and CESA 2. It has been challenging working out some of the details of the transition. The meetings included working out managing the electronic health record and the phone message when CESA 2 is no longer in business. HSD and UCP are having some joint meetings with families. UCP has most staff hired, but will be contracting Speech Therapists for the time being until permanent staff are hired. Ms. O'Connor has been problem solving with individual families and one HSD staff member is helping families in dual programs. HSD is doing outreach with families to make sure they are receiving information that has been sent and that they know who to contact. On December 2, 2019 UCP will pick up all calls. Ms. Luster advised the Director from UCP will be introduced at the next HSD Board meeting and answer questions. Citizen Representative Williams provided clarification that CESA 2 is not Birth to 3. Some people are confused about this. Birth to 3 is the program and CESA 2 was subcontracted to provide the services. Ms. Luster responded to questions about monitoring UCP,

transitional funds, and about reporting back to the Board about the families' experiences and the program budget.

**Next Meeting:** Wednesday, **December 11, 2019** at 4:30 p.m. at the Rock County Health Care Center, in the 3<sup>rd</sup> Floor Conference Room, Janesville, WI.

**Adjournment:** Citizen Representative Williams motioned to adjourn, seconded by Supervisor Homan with unanimous approval at 8:46 a.m.

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Jodi Parson, Secretary

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