

MINUTES
Iowa County – Health and Human Services Committee
August 10, 2011

1. **The Health and Human Services Committee met in Conference Room #1001 of the Iowa County Health & Human Services Building at 303 West Chapel in the City of Dodgeville on Wednesday August 10, 2011 at 6:00 p.m. and was called to order by Health & Human Services Committee Chair Ron Benish.**
2. **Roll call was taken:**

Committee members present: Sups. Bill Grover, Steve Deal, Ron Benish, Doug Richter, Robert Pilling.
Committee members excused: Sups. Daniel Nankee and Jeremy Meek
Committee members absent: Sups. Dave Bauer and Phil Mrozinski
Also present: Social Services Director Darin Smith, ADRC Interim Manager Rebecca Wetter, Unified Community Services Director Neal Blackburn, Bloomfield Health Care and Rehabilitation Interim Director Dave Sorbel, Veterans Service Officer Jeffrey Lindeman, Health Department Director June Meudt, Department of Social Services Business Manager Tom Slaney and County Administrator Curt Kephart.
3. **Reading of the certification of open meetings notice.**
4. **Motion by Sup. Grover, second by Sup. Richter to approve the August 10, 2011 agenda. Motion carried.**
5. **Motion by Sup. Grover, second by Sup. Deal to approve the minutes of the July 6, 2011 meeting.**
6. **Open Session – Comments from Audience/Committee Members:** Supervisor Grover read an article comparing pro-football labor relations to current politics. Curt Kephart shared that Iowa County Clerk of Court Carolyn Olson passed away and details were provided regarding the wake and burial services.
7. **Department/Agency Reports**

Veteran Affairs

Veterans Service Officer Jeffrey Lindeman reported that Terry Certa has returned from her leave of absence. Today, Mr. Lindeman met with a veteran who had received a disability benefit for Agent Orange exposure.

Mr. Lindeman presented a proposed budget to the committee, one with a 0% increase and one with a 3% decrease.

Sup. Grover asked regarding a decrease in the amount planned for transportation. Mr. Lindeman explained that transportation funds have not gone over budget in past years and that he was hesitant to remove funding from the newsletter budget or the Veterans relief fund as both were valuable resources to the veterans.

Mr. Smith offered clarification that there was an increase in the budget due to Jeff replacing former Veterans Service Officer Ted Mynyk. This change made the 3% requested reduction difficult.

Motion by Sup. Richter, second by Sup. Deal to accept budget with the 3% reduction. Motion carried.

Commission on Aging/Aging & Disability Resource Center

Transition still running smoothly and Interim Manager Rebecca Wetter is continuing to increase her knowledge in the program areas. Ms. Wetter gave an update on the status of the capping of the Family Care and IRIS waitlist; two attrition openings have been assigned to Iowa County in the past month through the regional waitlist. ADRC staff is presently participating in a volunteer fair at the HHS building in effort to recruit Medicare Part D support, volunteer drivers, and volunteers for the LEEPS program. Ms. Wetter also provided information to the committee regarding a proposed change to the News and Views Newsletter. The proposed change is to outsource the newsletter to the Shopping News instead of producing it internally. The change would save staff time and allow for 6,400 more households to receive information regarding the services and support offered by the ADRC.

Sup. Grover initiated a discussion regarding options in the replacement of the ADRC manager position. Mr. Smith explained that one option is to maintain the position as it is with Ms. Wetter in place as manager and to utilize lead workers or to add a fifth management position.

The ADRC Budget will be addressed at the same time of the Social Services budget.

Health Department

Ms. Meudt has recently returned from vacation; she was pleased to report that her staff managed some challenging situations very well in her absence. They plan to provide approximately 150 Kindergarten vaccinations over the next month. Additionally, flu shots are on their way and a flu vaccination schedule will be developed.

The Health Department's proposed budget was reviewed. Ms. Meudt proposed a single budget that included a 6.5% reduction.

She reported that she was able to delete insurance expenses as the Department of Social Services picks them up. She was also able to reduce expenses since the retirement contributions will be made by the employees. She reported that there was some carryover from a bio-terrorism fund. She also received an infra-structure grant, for approximately \$11,000, which will be utilized collaboratively with three other counties. She will also coordinate in-services and trainings with three other counties. She is working on an immunization coalition with rural communities and plans to invite participants such as local clinics and

pharmaceuticals. She referenced her goal for next year which included systems building and reported that she is participating on a death review committee for any children who die within in the community; this can also include older adolescents and young adults. She is also working with Land Records to set up maps for the agencies.

Motion by Sup. Pilling, second by Sup. Grover to approve the proposed Health Department budget. Motion carried.

Unified Community Services

Director Blackburn thanked Curt Kephart for hosting his board last month and providing them with a tour of the HHS building. He reported that on August 24th at 6:00 p.m. at the HHS building, Unified Community Services would be participating in a public forum, along with the Department of Social Services. This forum is open to the public and is advertised in the local newspapers, local radio, and posted. Usually this forum receives little public input; Mr. Smith welcomed suggestions for other ways to advertise to bring more people in to participate. The purpose of the forum is to look at the involved agencies budgets and receive input in regards to where the public feels funding should be utilized.

In regards to emergency detentions, over the past eight years, the average number had been 150 over a 6 month period. This year, the number has been 49 to date. Additionally, there have been recent changes in the emergency detention laws in that an individual with an Alzheimer's or Dementia diagnosis cannot be placed in an emergency detention. Unified Community Services plans to respond to these situations in the following way. If the individual is in the public and meets the criteria for an emergency detention, then they will be held for three days and converted to a protective services order with the Department of Social Services at the Court hearing. However, the agency will not interfere if the individual is placed in a group home or nursing home.

Director Blackburn also reported out on Logisticare changes and the problems that his clients are facing with the changes; he is optimistic that things are getting better and that there will be improvement.

Unified Community Services proposed budget was reviewed. According to Director Blackburn, the Iowa/Grant County Unified board has to approve budget his final budget. Per statute, this committee controls the levy contribution. He noted that last year his agency took a decrease of 15%, or \$30,000. As a result, he did not decrease his budget this year and is asking for the same amount with a 0% increase. The amount being requested is \$193,625.

A discussion occurred to either approve the proposed budget and send it to the Administrative Services Committee or ask Director Blackburn to reduce the budget by 3%.

A Motion was made by Sup. Grover to approve the budget as is since the Health Department budget had an overall reduction of 6.5%. The motion was seconded by Sup. Richter. Motion carried.

Bloomfield Health Care & Rehabilitation

Bloomfield Health Care & Rehabilitation Interim Director Dave Sorbel shared a Bloomfield Operations Report. He stated that Mark Vondra assisted him in preparing a budget within the two weeks by gathering historical information. The budget was developed with past history and 2011 actual numbers, year to date and moving forward on various line items. The proposed budget for 2012 focuses on one combined income line which is \$375,000 less than combined income line for 2011. Interim Director Sorbel was unable to determine why the discrepancy existed so he utilized actual expenditures/income using year to date numbers from 2011. In 2010 there was interest income; however, Mr. Sorbel stated that he has a tendency to not budget for that. He also did not plan for donor restricted revenue as it is a small number that may or may not come in.

Sup. Benish stated that he was pleased that Dave was able to grasp the budget in such a short time and complete it well. Sup. Benish also acknowledged that the support received from Mark was very helpful. He reported that the retirement paid by employer was a significant reduction based on employee contributions. He also pointed out a reduction in the salaries line due to their calculations; Mr. Sorbel felt that the 2011 amount may have been overstated based on past budgets. He noted that the operations budget increased, but also noted that it may be overstated as well.

Mr. Sorbel did not offer a 3% reduction as there is no tax levy contributions.

Mr. Kephart inquired about the efficiencies of the new boilers. Mr. Sorbel reported that the cost for the current year is down significantly.

Mr. Sorbel also referenced page 65, in which a previous loan on the new addition is now paid off. The sewer loan and principal will be paid off in 2012.

A motion was made by Sup. Deal, second by Sup. Pilling to approve the Bloomfield budget. Motion carried.

Mr. Sorbel discussed the information on the Operations Report that he had shared in regards to the upcoming scheduled on-site visits. Following the last visit in September, the assessment will be prepared and provided to this committee to review prior to the September 20th County Board meeting.

Mr. Kephart reported that the goal for the recruitment process is to have a pool of candidates by the end of this month; the recruitment process will be done through the Southwest Workforce Development. His recommendation is that at least three committee members participate on the interview team and that they interview candidates in increments of three. In regards to the appointment process, the committee will make a recommendation to Curt, Curt will make a recommendation to the County Board, and the County Board will choose a final candidate. Mr. Sorbel's input was requested by Sup. Benish. He reported that there is general staff anxiety regarding what is going to happen in terms of leadership, so the sooner that a candidate is chosen, the better. Sup. Deal made a request to include Mr. Sorbel as a participant in the interview process given his expertise in this area. Mr. Kephart stated that he had no objections. Discussion regarding the selection of the interview team; Sup. Mrozinski who is not present, has expressed an interest. Sups. Grover, Deal, and Benish also volunteered

Mr. Sorbel feels that Bloomfield provides a good quality of care and that there is good rapport between the staff and the residents; however, he noted some area of concern in the relationships of the staff with other staff.

Social Services Department

Social Services Director Darin Smith gave an update on the income maintenance situation and stated that the counties continue to work towards developing consortiums to provide IM services within each county. Initially, Iowa County was placed in a consortium that was very large. After identifying some problems in this initial consortium, they have since joined with Rock, Green, Grant, Crawford, Jefferson, and Lafayette. This latter consortium will use a workload model. Iowa County will continue to take care of the cases within Iowa County. Per statute, Iowa County will be required to continue to contribute \$120,000. This consortium is much better as each county's levy is kept in-house and not spread out over the consortium. Counties with fewer contributions will have fewer resources to utilize and may have larger caseloads. Iowa County caseloads will be between 400-500 per worker. Iowa County will need to allocate a position to assist in making changes to cases. The State of Wisconsin needs either a letter of consent from this committee or from the full county board, so that they can accept a two year contract. Sup. Grover requested that he would prefer that this matter go to the full county board as there are only 5 board members present tonight. Sup. Benish is willing to support this letter.

Sup. Pilling made a motion to send the matter to full county board, but that this committee supports sending a letter of commitment, Sup. Grover seconds this motion. Motion carried. Mr. Smith will draft a letter and bring it to the full county board at the scheduled September meeting; he will provide an update to the board at next week's meeting.

Mr. Smith also provided information regarding an Organizational Effectiveness group from Florida and Pennsylvania that is going to assist in discussions on how to best handle the transition between the ADRC and the Department of Social Services, as well as to assist in developing a long-range plan.

The proposed ADRC budgets were presented, along with the Department of Social Services budget. The ADRC budget did not get reduced. One had a 9.1% increase and one had a 6% increase. Mr. Smith noted that this budget is to be reviewed collectively with the Social Services budget, as they met the 3% decrease when combined. When looking at the ADRC budget, Mr. Smith found a lot of underutilized revenues, one of them being the ADRC Grant. He noted that wages from the following Social Services staff were added to the ADRC budget: Business Manager, Tom Slaney and Director Darin Smith as they are both providing support and oversight to this agency. Wages for a full-time manager were left in the ADRC's budget as no long-term plan has yet been finalized. Mr. Smith proposed keeping his and Mr. Slaney's wages in this budget, in part, to offer a supportive management team to this manager position. The two differences in the budgets are in the Caregiver Support Program. The ADRC has not done well in providing support to relative or grandparent caregiver's through the NCFSP. This preventative work and support to the extended family members is important to keep these relative children from entering group homes or foster home care.

When adding this budget to the Social Services budget, Mr. Smith was able to meet the requirements of the 3% reduction. He plans to utilize more revenue from the ADRC grant to

reduce tax levy. He also reduced Social Services expenditures. Sup. Benish recommended that the ADRC utilize as many dollars as possible from the ADRC grant.

The overall Social Services budgets were proposed, one with a 1.4% decrease and one with a 3.01% decrease. The differences were due to the employee contributions to retirement and the half-time position left vacant by Mr. Lindeman's departure to the Veterans Service office. Mr. Smith identified a need for this half-time position should the recommendation be to maintain Ms. Wetter as the ADRC manager and necessity to keep the staff for additional support with the loss of a Social Services supervisor.

Mr. Smith is seeking to approve the ADRC/SS budget as one. Rather than being short on the budget, he hoped to be conservative and allow for the position to be replaced if necessary. It was acknowledged that the SS department returned \$900,000 back this past year.

Motion by Sup. Pilling to approve the ADRC/SS budgets with a 1.6% decrease, second by Sup. Grover. Motion carried.

8. **The next meeting date will be Wednesday, September 7, 2011 at 6:00 p.m. Room 1001 in the HHS Building. A later meeting date will be scheduled to discuss the Bloomfield assessment upon completion.**
9. **Motion by Sup. Richter, second by Sup. Pilling to adjourn the meeting. Motion carried.**

Meeting adjourned at 7:40 p.m.

Minutes by Rebecca Wetter, Interim ADRC Manager