

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
JULY 12, 2007

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. July 12, 2007 by Ann Greenheck in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Ann Greenheck, Betty Havlik, Daniel Carroll, Dr. Richard Edwards, Glenn Ferguson, Jane Greiling, Jeanetta Kirkpatrick, Paul Kinney, and Ray Schmitz.

Others Present: Angie Rizner, Christy Duhr, DeAnna Riska, Lori Thuli, Mariah Luchterhand, Patrick Metz, Randy Jacquet, Sandy Kramer, Teri Buros, and Tracy Thorsen.

Approval of Agenda and Posting: Motion by Daniel Carroll, seconded by Jane Greiling to approve the agenda and proper posting. Motion carried.

Approve Minutes: Motion by Dr. Richard Edwards, seconded by Paul Kinney to approve the minutes of the last meeting. Motion carried.

Citizen Comments: None.

Veterans Service Officer's Salary Review: Sandy Kramer stated that she is requesting an annual salary increase. It was noted that her anniversary date is August 21st. Motion by Glenn Ferguson, seconded by Daniel Carroll to approve a salary increase for Sandy Kramer, Veteran Service Officer, to be the same percentage increase that is being offered to Richland County union employees. Motion carried.

Approval of Health and Human Services Vouchers: The Richland County Health and Human Services 2007 Voucher Report was distributed and reviewed by Dr. Richard Edwards. Motion made by Dr. Richard Edwards, seconded by Ray Schmitz to approve the 2007 Richland County Health and Human Services vouchers listed below. Motion carried.

2007 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2007 Expense Reports	74	\$14,536.71
Richland County Health and Human Services – 2007 Vouchers	53	\$41,507.08
Richland County Health and Human Services – 2007 Prepaid Vouchers	22	\$6,678.72
TOTAL	149	\$62,722.51

2007 Budget Update: Patrick Metz distributed the 2007 Health and Human Services Budget Report for period ending June 30, 2007, and noted an overage of \$39,597. Patrick Metz stated that this overage is significantly due to the fact that Comprehensive

Community Services reconciliation monies have not yet been received. Also, an additional \$10,000 expense was miskeyed, which will also decrease the overage. Patrick Metz reported that he anticipates the budget to be under after these items are finalized. Discussion was held regarding Comprehensive Community Services financial processing.

Patrick Metz reviewed the unbudgeted institutional costs totaling \$100,310. It was noted that the child placed at Lad Lake would be a long term placement. Jeanetta Kirkpatrick stated that the County Finance Committee has the unbudgeted institutional cost fund on their next agenda. Lori Thuli stated that she would research the situation of the child that is placed at Lad Lake and how long before he/she ages out of the Children's Services Unit. Discussion was held regarding the future costs associated with this child. Teri Buros noted that the CMO can not pay for institutional care and that institutional costs would continue to be at the County's expense if the CMO is unable to place the client in a community setting when they become an adult.

Patrick Metz reported on the CMO Income Statement, and noted an overage of \$49,773. Teri Buros noted that this was a 30 day month and the CMO is "riding the line". Patrick Metz stated that the IGT transfer of \$131,766 to nursing homes has been performed and Pine Valley Healthcare should be seeing their payment in the near future. It was noted that the CMO enrollment continues to increase with 369 members.

Approval of New Hires, Resignations, Probationary Evaluations, and Leaves of Absence:
New Hires: None.

Resignations/Retirements: Randy Jacquet announced the resignation of Jacci Shauger, CMO RN, effective July 13, 2007. Motion by Dr. Richard Edwards, seconded by Betty Havlik to approve the resignation of Jacci Shauger, CMO RN. Motion carried.

Probationary Evaluations: Randy Jacquet reported that Carol Ninedorf, Temp/Casual Driver, has reached the 910 hours required to pass her probation, and would recommend regular status. Randy Jacquet reported that Joan Hansen, CMO Quality Coordinator, has also passed her probation, and would recommend regular status. Motion by Paul Kinney, seconded by Glenn Ferguson to approve the regular status of Carol Ninedorf, Temp/Casual Driver, and Joan Hansen, CMO Quality Coordinator. Motion carried.

It was noted that we currently have 5 vacant County positions, CCS Quality Coordinator, CMO Network Provider, Children's Services Supervisor, and two CMO RN's.

Approval of Contracts, Amendments, and Providers (Mailout #1): Teri Buros reported on the new CMO provider.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2007 CMO PROVIDER APPROVALS (7-12-07)		
SEARS	Request Board approval to add <u>Sears</u> (Richland Center) to the CMO Provider Network for durable medical equipment or supplies.	

Motion made by Dr. Richard Edwards, seconded by Ray Schmitz to approve the New 2007 CMO contract. Motion Carried.

Approval of Lakeview Health Center Proposal (Mailout #2): Randy Jacquet noted that this proposal is a unique request, and would require County Board resolution since the request is not a normal practice of the County. It was noted that a typical, local nursing home would not be able to serve these individuals that have severe behavioral issues, but it remains our responsibility to locate a placement for them. Randy Jacquet stated that Lakeview Health Center in LaCrosse County cannot charge more than the Medical Assistance rate, and therefore they are losing money by accepting these high needs individuals. LaCrosse County is proposing that Lakeview Health Center be governed by a non-profit organization and charge counties a \$5,000 entry fee to be part of the organization. Randy Jacquet noted that it is anticipated that the daily cost for each client could increase up to \$39.00 per day more than our current cost. Teri Buros reported that currently 4-6 individuals are placed or will be placed at Lakeview Health Center. Randy Jacquet stated that their removal from Lakeview would cost more than the cost of the \$5,000 entry fee. Discussion was held regarding alternate placements such as Pine Valley Healthcare, Schmitt Woodland Hills, and Cuba City. It was noted that these facilities cannot meet the needs of these individuals. Discussion was held regarding whether or not this is precedent setting. Randy Jacquet recommended that the proposal be approved by this Board, and forward it onto the Finance Committee to include a presentation from LaCrosse County. It was noted that Corporation Counsel should be consulted. Motion made by Dr. Richard Edwards, seconded by Ray Schmitz to further pursue the agreement with Lakeview Health Center proposal to include a \$5,000 entry fee for the development of a non-profit organization and a potential increase of up to \$39.00 per day per individual, and forward the agreement onto the Finance Committee, Corporation Counsel, and the County Board for approval. Motion Carried.

Approval of Nutrition Advisory Council Member (Mailout #3): Randy Jacquet reported that Marianne Stanek would recommend Shannon Trebus to the Nutrition Advisory Council as a representative from the Boaz Meal Site. It was noted that there is still one vacancy on the council. Motion made by Jane Greiling, seconded by Glenn Ferguson to approve the appointment of Shannon Trebus to the Nutrition Council Advisory Council, and forward the recommendation onto the Committee on Committees. Motion Carried.

Notification of ADRC Request for Proposal Submissions (Mailout #4): Randy Jacquet stated that Linda Symons wanted to inform the Board of two impending proposals that would be submitted by the ADRC in the near future. However, no action is required at this time. Discussion was held regarding the regional ADRC and how they could have new County positions to be proposed as early as August of 2007. Randy Jacquet introduced DeAnna Riska, CMO Social Worker/Care Manager, and Mariah Luchterhand, CMO Social Worker/Care Manager. The Board introduced themselves and welcomed DeAnna Riska and Mariah Luchterhand to the agency and community.

Review Study of Current Leasing Program and Approve County Employment Transition Plan (Mailout #5): Randy Jacquet stated that the agency would like to continue researching whether or not Health and Human Services should lease staff. Teri Buros noted that our management team was uncertain whether leasing staff was truly cost effective to the agency. This study enabled us to take a closer look at the fiscal and morale issues related to leasing staff. It was noted that we currently have 19 regular employees (both part-time and full-time) that are leased from either Lori Knapp-Richland, Inc. or the Southwest Wisconsin Workforce Development Board.

Teri Buros reviewed the following three scenarios that were researched:

- Scenario 1. A: Offers savings of \$38,506
If all 19 employees utilized all leased benefits for which they are entitled at this time.
- Scenario 1. B: Additional cost of \$23,450
If all 19 employees continued to utilize county health insurance as they have selected through their leasing agency at this time.
- Scenario 2: Offers savings of \$5,525
If only 10 positions were transitioned to county. The remaining 9 positions could be transitioned to county positions as 2008 budgets or future budgets allow.

It was noted that not all current leased staff would want to transition to County employment. Randy Jacquet stated that there are numerous issues attached to this proposal, including discussions that would need to be held with the unions. Discussion was held regarding the reasoning why leased staffing has occurred. It was noted that there would be a significant increase in County positions and the County's hiring process is cumbersome and does not meet the agency's need for immediate hiring or limited term positions (LTE). Motion made by Glenn Ferguson, seconded by Dr. Richard Edwards to approve 19 full County positions. Role Call Vote: Dr. Richard Edwards, Glenn Ferguson, and Ray Schmitz voted for the motion. Ann Greenheck, Betty Havlik, Daniel Carroll, Jane Greiling, Jeanetta Kirkpatrick, and Paul Kinney voted against the motion. Motion Denied.

Motion made by Dr. Richard Edwards, seconded by Betty Havlik to approve the further study of transitioning 19 leased positions to County positions, and present to the Health and Human Services Board in August position descriptions and fiscal implications.

Discussion was held regarding the supervision of the leased staff that would be transitioning to County. Teri Buros noted that the current leased staff are supervised by existing management. Discussion was held regarding the agency's continued need for limited term employees. Randy Jacquet stated that the agency would recommend that the County recognize an LTE position within the non-union grades. Discussion was held regarding what would happen to those leased staff that are not interested in County employment, due to longevity issues. Randy Jacquet reported that the agency would recommend that those positions become County positions upon the resignation of the current leased employee. Motion Carried.

Approval of IT Purchases (Mailout #6): Barb Scott distributed an additional bid from Richland Center Office Supply, totaling \$1,125. It was noted that there would not be significant staff time involved with assembling the “parts only” purchase. Motion made by Paul Kinney, seconded by Jane Greiling to approve the purchase of computer and monitor components from Tiger Direct, totaling \$836, and forward onto the Finance Committee for approval. Motion Carried.

Community Services Building Expansion Update: Randy Jacquet stated that there are no updates to offer at this time.

West Office Remodeling Update: Randy Jacquet reported that an additional bid for a shingled roof at the West Office was received totaling \$13,750. The same vendor offered a steel roof bid totaling \$17,500 and a standing seam steel roof bid of approximately \$23,000 was also received. It was noted that Culpitt Roofing in West Salem should also be consulted. Randy Jacquet stated that this new information would be shared with the Finance Committee.

Randy Jacquet reported that the Richland County Fire Department was called out to the Community Services Building last Sunday due to a computer shortage. A fire detection system is being recommended by the Richland County Fire Department and an estimate is being pursued.

Ann Greenheck noted that the Richland County Sheriff’s Department is including the Community Services Building in discussions regarding “stress alarms” which would offer a direct link to the Sheriff’s Department in the event of a stressful situation.

Southwest Wisconsin Care Management Coalition (SWCMC): Teri Buros reported that Grant County has been researching their status in relation to the coalition, and one option is that the Grant County ADRC would be separate from the coalition.

Dr. Richard Edwards questioned the Public Health Update handout and what this means to Richland County.

The Public Hearing is scheduled for Thursday, July 19, 2007 at 5:30 p.m. at the Community Services Building. The next regular Board meeting is scheduled for Thursday, August 9, 2007 at 9:30 a.m. at the Community Services Building. The Finance Sub-Committee will meet at 9:00 a.m.

Adjourn: Motion by Dr. Richard Edwards, seconded by Paul Kinney to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor