

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
SEPTEMBER 13, 2007

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:00 a.m. September 13, 2007 by Dr. Richard Edwards in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Betty Havlik, Daniel Carroll, Dr. Richard Edwards, Gaylord Deets, Glenn Ferguson, Paul Kinney, and Ray Schmitz.

Members Absent: Ann Greenheck, Jane Greiling, and Jeanetta Kirkpatrick.

Others Present: Angie Rizner, Joan Hansen, Linda Symons, Marianne Stanek, Patrick Metz, Patty Kemerling, Randy Jacquet, Stacy Hach, Sheriff Darrel Berglin, Larry Wyman, Chair of the Law Enforcement Committee, and Sandy Kramer, Veterans Service Officer.

Approval of Amended Agenda and Posting: Motion by Daniel Carroll, seconded by Paul Kinney to approve the amended agenda and proper posting. Motion carried.

Welcome Temporary Health and Human Services Board Member: Gaylord Deets was welcomed back to the Health and Human Services Board.

Approve Minutes: Motion by Betty Havlik, seconded by Ray Schmitz to approve the minutes. Motion carried.

Citizen Comments: None.

Approval of 2008 Veterans Service Office Budget: Sandy Kramer presented her 2008 Veterans Service Office Budget without any increases. Motion by Glenn Ferguson, seconded by Paul Kinney to approve 2008 Veterans Service Office Budget. Motion carried.

Approval of 2008 Veterans Service Office Transportation Grant: Sandy Kramer stated that she is uncertain of the total dollar amount of this grant, but \$497 was received in 2007. The actual value of the grant is determined by how many counties apply. Motion by Paul Kinney, seconded by Ray Schmitz to approve the 2008 Veterans Service Office Transportation Grant. 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 Betty Havlik, seconded by Glenn Ferguson 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	69	\$13,004.35
Richland County Health and Human Services – 2007 Vouchers	59	\$44,636.35
Richland County Health and Human Services – 2007 Prepaid Vouchers	29	\$10,987.99
TOTAL	157	\$68,628.69

Appoint Temporary Finance Sub-Committee Member: Motion made by Daniel Carroll, seconded by Betty Havlik to approve the appointment of Paul Kinney as a Temporary Finance Sub-Committee member and Jane Greiling remains as the Alternate. Motion carried.

2007 Budget Update: Patrick Metz distributed the 2007 CMO Budget Report for period ending September 13, 2007. Stacy Hach reported a loss of \$70,802; however the CMO is experiencing a YTD surplus of \$26,936. Stacy Hach noted that August is a three payroll month, which constitutes for an additional \$50,108 in payroll costs. The CMO also paid workman’s compensation to a fiscal agent for people providing personal care services to CMO clients in their homes. The premium for the entire year was paid in August and this will be paid in monthly increments in future years. It was noted that enrollment continues to increase at 368 members. Stacy Hach reported that the CMO has a Working Capital of \$413,171 in reserve, and the additional \$100,000 that was paid out of the CMO Risk Reserve to the County posted on these financials.

Patrick Metz reported on the 2007 Health and Human Services Budget Report for period ending August 31, 2007, and noted a loss of \$261,330. Patrick Metz stated that this loss is due to a variety of issues: Wisconsin Medicaid Cost Reporting (WIMCR) took back \$55,000 in Medicaid payments; the State took back an additional \$18,000 through the Children’s LTS Waiver; August was a three payroll month; advertising for vacant positions in the Wisconsin State Journal and the Milwaukee Journal Sentinel is very costly; there was a retroactive payment for non-union staff (Jan–Aug); mandated Birth to Three therapies continue to increase to nearly \$150,000 for 2007 & 2008 due to high enrollment; and we are not able to claim approximately \$80,000 through Medicaid for a CCS client. Patrick Metz reported that the Medicaid reimbursement for CCS is now 57% with an annual cap of \$25,000.

Patrick Metz stated that he is still researching the reasoning behind the Child Protective Services line item overage. It was noted that the retroactive payment for the Professional Union has not been paid out at this time. The YTD Institutional Costs total \$138,442 and a credit remains at Winnebago and Mendota Mental Health Institutes. Discussion was held regarding the child placed at Lad Lake who will turn 18 years of age in January of 2008.

Alternative Proposal for Production Services Building Use: Randy Jacquet reported that a resolution was before the County Board last month and the Health and Human Services

Board was offered authority to pursue the sale of the building. Larry Wyman stated that he sees a need to remove the Richland County Sheriff's Department Administration from the Courthouse and place them in the Production Services Building, as there is a need for this building as a County Office rather than to sell it. Larry Wyman stated that the Richland County Jail is exceeding capacity and Day Reporting is seen as an alternative to full Jail housing. It is proposed that the existing location of the Sheriff's Department Administration in the Courthouse be utilized for Day Reporting. Larry Wyman stated that he has consulted with Attorney Ben Southwick, and would be speaking to the County Board in the near future to make a formal request. Motion made by Daniel Carroll, seconded by Betty Havlik to postpone pursuing the sale of the Production Services Building. Further discussion was held regarding this not being an ideal situation and communication and logistic issues continue to be addressed. Sheriff Berglin noted that the Richland County Jail and Dispatch Center would remain in the same location. Randy Jacquet stated that the CMO still needs a location for their regional operations, but it is unknown how much space would be necessary until at least next spring. Members of the Health and Human Services Board were offered a tour of the current Sheriff's Department facilities. Motion carried.

Approval of New Hires, Resignations, Probationary Evaluations, and Leaves of Absence:
New Hires: Randy Jacquet announced the hiring of Diane Greene-Wenham, Quality Coordinator, effective September 10, 2007 and Pam Harness-Hanson, CMO RN Care Manager, effective September 12, 2007. Motion by Betty Havlik, seconded by Glenn Ferguson to approve the hiring of Diane Greene-Wenham, Quality Coordinator, and Pam Harness-Hanson, CMO RN Care Manager. Motion carried.

Resignations/Retirements: None.

Probationary Evaluations: Randy Jacquet requested that Lori Thuli, Children's Services Manager, pass probation and be placed on regular status effective October 16, 2007. Motion by Glenn Ferguson, seconded by Paul Kinney to approve the regular status of Lori Thuli, Children's Services Manager. Motion carried.

It was noted that we currently have 3 vacant County positions: Children's Services Supervisor, one CMO RN, and an Adult Protective Services Social Worker.

Approval of Contracts, Amendments, and Providers (Mailout #1): Randy Jacquet requested the following contract amendments for the Clinical Services Unit.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2007 AMENDED HHS CONTRACT/AGREEMENT APPROVALS (9-13-07)		
FRANCISCAN SKEMP HEALTHCARE	Due to an increased need for PSR Residential Support provided to a Comprehensive Community Services client. (LaCrosse)	<i>Original Contract Amount: \$25,000.</i> To a total contract amount not to exceed \$29,500.

<p>JEAN WARRIOR, PH.D.</p>	<p>Due to an increased need for psychologist services in the Clinical Services Unit to conduct court ordered evaluations for guardianships/protective placements, child custody, criminal, and CHIPS/JIPS cases. (Verona)</p>	<p><i>Original Contract Amount: \$22,000.</i></p> <p>To a total contract amount not to exceed \$26,000.</p>
<p>TELLURIAN UCAN, INC.</p>	<p>Due to an increase in clients receiving court ordered AODA treatment. (Madison)</p>	<p><i>Original Contract Amount: \$25,000.</i></p> <p>To a total contract amount not to exceed \$29,500.</p>
<p>TREMPEALEAU COUNTY HEALTH CARE CENTER</p>	<p>Due to an additional unbudgeted institutional placement since mid-January. This will require County Board approval. (Whitehall)</p>	<p><i>Original Contract Amount: \$80,000.</i></p> <p>To a total contract amount not to exceed \$160,000.</p>

Motion by Daniel Carroll, seconded by Paul Kinney to approve the amended 2007 HHS contracts, and forward those onto the County Board as necessary. Motion carried.

Randy Jacquet introduced Patty Kemerling, CMO Network Developer, who requested the following new CMO contracts.

<p align="center">RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2007 CMO PROVIDER APPROVALS (9-13-07)</p>		
<p>ABBY VANS</p>	<p>Request Board approval to add <u>Abby Vans</u> (Neillsville) to the CMO Provider Network as an Out of Network Provider of non-emergent transportation for elders and/or persons with disabilities.</p>	
<p>ASSOCIATED PODIATRIST</p>	<p>Request Board approval to add <u>Associated Podiatrist</u> (Madison) to the CMO Provider Network as an Out of Network Provider of podiatry related durable medical equipment and durable medical supplies.</p>	
<p>DIABETIC DRUG STORE</p>	<p>Request Board approval to add <u>Diabetic Drug Store</u> (Appomattox, Virginia) to the CMO Provider Network as an Out of Network Provider of on-line medic alert supplies.</p>	
<p>HOFFMAN ADULT FAMILY HOME</p>	<p>Request Board approval to add the <u>Hoffman Adult Family Home</u> (Richland Center) to the CMO Provider Network as a provider of respite services.</p>	
<p>MAPLEWOOD OF SAUK PRAIRIE</p>	<p>Request Board approval to add <u>Maplewood of Sauk Prairie</u> (Sauk City) to the CMO Provider Network as an Out of Network skilled nursing facility.</p>	

Motion made by Gaylord Deets, seconded by Betty Havlik to approve the New 2007 CMO contracts. Motion Carried.

Present Health and Human Services' Role in the Flood Disaster Response and Recovery Phases: Randy Jacquet distributed a handout that reflected the roles of the Health and Human Services Agency in the Flood Disaster Response and Recovery effort, which totaled 1,181.25 staff hours or \$23,045.49 in just a matter of a few weeks. It was noted that there is a meeting scheduled for Friday and possibly reimbursement from FEMA is being requested for staff time and expenses the agency incurred during the flood disaster. Marianne Stanek noted that some flood victims are still in dire straits. Discussion was held regarding whether or not these people will see any money. Randy Jacquet stated that we received notification from people that have received money.

Approval of CMO Expansion Start-up Funding Request (Mailout #2): Randy Jacquet stated that the agency is trying to position ourselves to be ready to go once the decision is made to expand the CMO. The initial proposal is projecting that by October 2008 both Richland and Sauk Counties would be functioning as a regional CMO. Teri Buros stated that by November 2008 a Project Team would be organized. It is anticipated that there would be changes to some of our current County staff and possibly an additional five new County staff. Over next three years, the SWCMC anticipates receiving \$2M from the State for start-up funds. The State understands the risk that no County Boards have signed on at this time. However, the eight counties do not have extra funding for start-up of this regional organization. Randy Jacquet noted that the governance of the Regional CMO has not been finalized at this time. Motion made by Gaylord Deets, seconded by Jeanetta Kirkpatrick to approve the CMO Expansion Start-up Funding Request, and forward the recommendation onto the Personnel Committee and County Board for approval. Motion Carried.

Approval of 2008 CMO Staff Positions (Mailout #3): Randy Jacquet reported that last month this Board turned down the approval of a Program Assistant that was currently a leased employee and instead supported the hiring of a Program Assistant in 2008 as a County position. The Personnel Committee turned down the hiring of a Program Assistant in 2008 to adjust the wage as comparable to the CNA wages currently offered by Pine Valley Healthcare. The Personnel Committee also recommended that the current leased Program Assistant also be included in the proposal, so upon their recommendation, the CMO is requesting approval of two Program Assistants at Grade 3 effective January 1, 2008. Motion made by Jeanetta Kirkpatrick, seconded by Betty Havlik to approve two new CMO Program Assistant positions, and forward the recommendation (including job descriptions) onto the Personnel Committee and County Board for approval. Motion Carried.

Approval of Supplemental Transportation Rural Assistance Program: Linda Symons distributed handouts in relation to the Transportation Voucher Program. Linda Symons noted that the STRAP Planning Grant enabled a Southwest Wisconsin Transit Team the ability to meet regularly on this topic, and has proposed the inclusion of Richland County

in the STRAP Program. The regional proposal will be submitted by Grant County with Richland County as a co-applicant. Linda Symons stated that the Commission on Aging has already approved this proposal that brings approximately \$120,000 to county citizens for transportation services. The proposal does require a 20% match of \$9,301 from Richland County, which will be met with in-kind donations. Motion made by Daniel Carroll, seconded by Paul Kinney to approve the Supplemental Transportation Rural Assistance Program, and forward the recommendation onto the County Board for approval. Motion Carried.

Southwest Wisconsin Regional Transportation Coordination Project: Linda Symons distributed handouts in relation to the regional transportation project as information only. It was noted that Southwestern Wisconsin Community Action Program, Inc. (SWCAP) would be submitting the proposal and no addition tax levy is required for this project. This New Freedom Proposal for transportation coordination builds on well-established current services and systems to enhance transportation services for elderly and disabled individuals for purposes of work and life quality.

Discuss Process for Selling the Production Services Building: This item was not addressed due to previous discussions.

Approval of Color Copier Lease: This item was tabled.

Schedule Special Health and Human Services Budget Meeting: Motion made by Paul Kinney, seconded by Glenn Ferguson to schedule the Special Health and Human Services Budget Meeting for Tuesday, September 25th at 9am in the Main Conference Room of the Community Services Building. Motion Carried.

2008 Budget – Preliminary Discussion: Randy Jacquet stated that he is concerned with the status of the 2008 budget, as all revenues have been flat or decreasing over the past years and costs continue to increase. The County Board has continued to request that we work within the funding allocated for us. It was noted that most of our programs are state mandated and our available funding does not always allow these programs to operate properly. Jeanetta Kirkpatrick stated that both the Highway Department and Pine Valley Healthcare are revenue generating entities and the Finance Committee has consistently treated Health and Human Services as a revenue generating entity (excluding the CMO) which it is not. It was noted that Health and Human Services has been prolonging the inevitable. Jeanetta Kirkpatrick reported that the Finance Committee is uncertain of what the status of the County's financials actually are at this time. Jeanetta Kirkpatrick also stated that Pine Valley Healthcare came to the County Board recently stating their need for additional funding, and they might ask the CMO to negotiate rates similar to the situation with LaCrosse County.

Southwest Wisconsin Care Management Coalition (SWCMC): Randy Jacquet announced that the County Boards of the other eight counties are requesting that the Richland County Board host a meeting to discuss the governance structure of the new coalition. Various attorneys would be invited as well. Randy Jacquet stated that this

Page 7

Health and Human Services Board

September 26, 2007

might possibly be held at the White House Ramada Inn from 10:30am – 3:30pm on Monday, October 29th. It was noted that attendees from other counties would be required to pay their own expenses, as Richland County would not be expected to absorb the costs.

The next regular Board meeting is scheduled for Thursday, October 11, 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 Gaylord Deets, seconded by Paul Kinney to adjourn the meeting.
Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor