

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
July 10, 2008

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on July 10, 2008 by Jeanetta Kirkpatrick in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Betty Havlik, Daniel Carroll, Jeanetta Kirkpatrick, Dr. Jenny Myszkowski, Marilyn Rinehart, Paul Kinney, Ray Schmitz, Robert Holets, and Walter Gust.

Others Present: Angie Rizner, Linda Symons, Lori Thuli, Marianne Stanek, Patrick Metz, Randy Jacquet, and Sandy Kramer.

Approval of Agenda, Posting, and Minutes: Motion by Walter Gust, seconded by Robert Holets to approve the agenda and proper posting. Motion carried.

Citizen Comments: None.

Veteran's 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. Discussion was held regarding what percentage is being offered to other county staff. Motion by Betty Havlik, seconded by Paul Kinney to approve the Veteran's Service Officer's salary increase similar to all other non-union county employees, and forward it onto the Personnel Committee and County Board for final approval. Motion carried.

Approval of Health and Human Services Vouchers: The Richland County Health and Human Services 2008 Voucher Report was distributed and reviewed by Ray Schmitz. Motion made by Ray Schmitz, seconded by Paul Kinney to approve the 2008 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

2008 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2008 Expense Reports	78	\$13,684.33
Richland County Health and Human Services – 2008 Vouchers	41	\$33,422.39
Richland County Health and Human Services – 2008 Prepaid Vouchers	20	\$4,256.72
TOTAL	139	\$51,363.44

Jeanetta Kirkpatrick announced that Ray Schmitz was recently elected Chair of the Southwest Family Care Alliance (SWFCA) Board. The Board congratulated Ray Schmitz on this appointment.

2007 Budget Update – Audit Results: Patrick Metz reported that he has not received the official audit results from Vig and Associates at this time.

2008 Budget Update: Patrick Metz distributed the 2008 Health and Human Services Budget Report for period ending June 30, 2008, and noted an overage of \$9,912. Discussion was held regarding the unbudgeted institutional costs. It was noted that at this time the 2008 Health and Human Services budget must absorb an additional \$18,054. Patrick Metz noted that this unbudgeted expense is included in the reported overage of \$9,912.

Patrick Metz stated that the CMO report was not available at this time due to the SWFCA split that occurred the end of June.

Announce 2009 Public Hearing Date: Randy Jacquet stated that the agency is required to hold a public hearing for the citizens of Richland County to offer them an opportunity to speak prior to developing the 2009 budget. The public hearing is scheduled for Thursday, July 17 at 5:30pm in the Main Conference of the Community Services Building.

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

Resignations/Retirements: None.

Probationary Evaluations: Randy Jacquet reported that Kris Willey, SWFCA Project Provider Network Developer, and Dave Folks, SWFCA Care Management & Quality Project Coordinator, be placed on regular status effective July 28, 2008. Motion made by Daniel Carroll, seconded by Betty Havlik to approve the probationary of Kris Willey, SWFCA Project Provider Network Developer, and Dave Folks, SWFCA Care Management & Quality Project Coordinator. Motion Carried.

Approval of Contracts, Amendments, and Providers (Mailout #1):

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2008 NEW HHS CONTRACT/AGREEMENT APPROVALS (7-10-08)		
SALUCARE REHABILITATIVE SERVICES, S.C.	A provider of physical therapy through the Children's Services Unit Birth to Three Program. (LaCrosse)	For a total amount not to exceed \$29,500.

Motion made by Betty Havlik, seconded by Robert Holets to approve the new 2008 HHS contracts. Motion Carried.

Approval of IT Purchase (Mailout #2): Patrick Metz stated that with the split of the SWFCA from the agency, the agency needs to purchase Cognos Impromptu Software to conduct querying options. Discussion was held regarding what software was utilized in the past. It was noted that this expense was unanticipated. Motion made by Paul Kinney,

seconded by Ray Schmitz to approve the purchase of Cognos Impromptu Software not to exceed \$2,310. Motion Carried.

Approval of University of Milwaukee Continuing Education Passenger Assistance and Sensitivity Training Invoice (Mailout #3): Linda Symons reported that it was the agency's turn to offer this required training to volunteer drivers. The agency collected all fees from those in attendance so one check could be sent to the trainer. Linda Symons noted that the only cost to the agency was \$35. Motion made by Robert Holets, seconded by Ray Schmitz to approve the payment of \$775 to the University of Milwaukee Continuing Education Training. Motion Carried.

Production Services Building Appraisal and Next Steps: Randy Jacquet offered a detailed background on the history of the Production Services Building. A County Board resolution was passed last summer authorizing the Health and Human Services Board to pursue the sale of this now vacant facility. Randy Jacquet noted that this pursuit was put on hold due to the potential utilization of the building by the Richland County Sheriff's Department. It was determined that the Sheriff's Department was not able to utilize the facility. Therefore, the agency has moved forward with obtaining an appraisal.

Randy Jacquet reported that the appraised market value was less than we had anticipated. Discussion was held regarding the appraisal details including the legal description of the property which states specifications that were negotiated with the City of Richland Center when the facility was built. Randy Jacquet stated that he spoke with Mayor Larry Fowler regarding the details of the legal description and whether or not the city is interested in the facility. Discussion was held regarding the services and fees that were once offered by the Sheltered Workshop. Discussion was held regarding the expenses being paid by Health and Human Services. Members of the Health and Human Services Board expressed concern with making decisions in relation to selling a county-owned property. Motion made by Daniel Carroll, seconded by Ray Schmitz to forward the appraisal of the Production Services Building onto the Finance Committee to request advice regarding the next steps the Health and Human Services Board should take in relation to the sale of the facility. Motion Carried.

Community Services Building Expansion Discussion: Randy Jacquet stated that after speaking with Larry Fowler, Woodland Consultants, he is concerned with the estimates that were offered nearly one year ago, as they are increasing as time elapses on this project. It was noted that the Finance Committee needs to move forward on this project.

Richland County Job Center Update: Randy Jacquet reported that the Richland County Job Center has officially closed and no rent would be paid to Richland County after June 30, 2008. Randy Jacquet stated that he agreed on a trial basis to accommodate the citizens of Richland County by authorizing the Job Center computers to remain in the front area of the Community Services Building since the closest Job Center would be in Janesville, Wisconsin. It was noted that the decision to close job centers may be reviewed closer at the State level due to the concern with the reduction of services being offered to the rural areas.

Dr. Jenny Myszkowski questioned whether or not Richland County Medicaid recipients would be required to become part of an HMO. Marianne Stanek stated that she would speak with Dr. Jenny Myszkowski regarding this possibility.

The next regular Board meeting is scheduled for Thursday, August 14, 2008 at 9:30 a.m. at the Community Services Building. The Finance Sub-Committee will meet at 9:00 a.m.

Adjourn: Motion by Paul Kinney, seconded by Ray Schmitz to adjourn the meeting.
Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor