

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
September 15, 2011

The Special Budget Meeting of the Richland County Health and Human Services Board was called to order at 9:00 a.m. on September 15, 2011 by Jeanetta Kirkpatrick in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Fred Clary, Jeanetta Kirkpatrick, Marilyn Rinehart, Paul Kinney, Ray Schmitz, and Robert Holets.

Members Absent: Betty Havlik, Dr. Neil Bard, and Walter Gust.

Others Present: Amanda Coorough, Angie Rizner, Linda Symons, Marianne Stanek, Patrick Metz, Randy Jacquet, and Tracy Thorsen.

Approval of Agenda and Posting: Motion by Robert Holets, seconded by Ray Schmitz to approve the agenda and posting. Motion carried.

Citizen Comments: Randy Jacquet stated that he received a message from Dr. Neil Bard this morning noting that he must resign from the Health and Human Services Board due to scheduling conflicts. It was noted that per State statutes we need a medical doctor representative on the Health and Human Services Board. Marilyn Rinehart stated that Dr. Smith expressed an interest previously, and he is a semi-retired physician. It was determined that Marilyn Rinehart and Randy Jacquet should reach out to Dr. Smith to see if he is still interested.

Fred Clary questioned the Conceal Carry resolution that is being drafted by the Sheriff's and Health and Human Services Departments. Fred Clary noted that there may be an increased risk of county liability by posting signage prohibiting firearms.

Approve the 2012 Health and Human Services Budget: Patrick Metz distributed copies of the Final 2011 Health and Human Services Budget, Proposed 2012 Health and Human Services Budget, Budgeted Revenue Sources, and 2012 Expenditure Budget Summary. Randy Jacquet noted that the biggest budgeting obstacle this year has been funding the Economic Support Unit due to the 35% reduction in Income Maintenance Program funding imposed by the State.

Patrick Metz reviewed the budgeted revenue sources handout which compared the last 5 years. Patrick Metz stated that we removed the tax levy which funded the IT Coordinator position, since that position is proposed to transition into a centralized IT Department, and removed all the expenses for that position as well. That impact to our budget is cost neutral.

Patrick Metz compared the approved 2011 and proposed 2012 budgets, noting the significant changes. Fred Clary questioned why the Public Health HealthCheck and

Prenatal Care Coordination grant funds are down. Marianne Stanek stated that numbers of clients served are down and there were some problems with billing last year, so we budgeted more realistically this year.

Patrick Metz reviewed the 2012 Expenditure Budget Summary. In 2012, there is a 40.21% reduction in the Building & Operations line item listed under Administrative Services, as a large portion of that percentage is because the indirect allocation and expenses pertinent to the Income Maintenance Program must be removed from that budget. These funds have been moved into the Economic Support line item which is reflecting a 20.79% increase. Patrick Metz reported that these funds will be sent to Dane County directly in 2012 so they can submit them to the State as part of the Capital Consortium.

Fred Clary questioned where the savings from employee contributions for health insurance and retirement are being allocated. Patrick Metz noted that those savings are spread throughout the agency programs, and primarily into the Income Maintenance Program. Patrick Metz stated that we would have had an approximate \$71,000 savings, if we didn't have to allocate those funds to Income Maintenance. Fred Clary stated that he had hoped we could have transferred those funds into the Institutional Funds, as it does not look like the county will have additional funds to transfer into those accounts next year. Randy Jacquet noted that he hoped any additional surplus from 2011 could be transferred into those accounts for 2012.

Managers were asked to review the highlights of their budgets in the proposed 2012 budget. Patrick Metz reviewed the Administrative Services line items noting that the decrease in total from 2011 to 2012 is due to the removal of the IT Coordinator position. Patrick Metz noted that we also had to move around tax levy in order to allow for the changes in funding for the Income Maintenance Program. Marianne Stanek stated that while the Public Health line items reflect additional grant funding, those funds are specific to the program and must be allocated specifically to those grant projects. Marianne Stanek noted that there are no changes being proposed to the Nutrition Program. Linda Symons stated that the Aging & Disability Resource Center (ADRC) is projecting an increase in Transportation Program funding due to a new contract with Southwest Family Care Alliance. Patrick Metz reported on the Regional ADRC line items noting that there is no tax levy in the programs. Patrick Metz also reviewed the Economic Support Unit noting that all existing staff are in the 2012 budget.

Jeanetta Kirkpatrick questioned if we built in staff salary increases for 2012. Patrick Metz stated that additional funds have been allocated to the leased contracts should those entities offer raises for next year, but we did not receive direction from the county to budget salary increases for county staff. Patrick Metz noted that he did budget Professional Union staff at the peak of the tiered scale for 2012, since he was not given direction on how to budget for staff salaries when the union contract expires. Discussion was held regarding leased staff salary increases. Angie Rizner noted that one of the leasing agencies already announced a salary increase for 2012. Randy Jacquet stated that per legal counsel the leasing agencies have to be independent of the County and we cannot dictate salaries or wage increases. Jeanetta Kirkpatrick questioned what our overall salary budget is. Patrick

Metz stated that he did not have that figure available, but noted that we have approximately 60 full-time county employees.

Amanda Coorough reported on the Children's Service Unit line items noting that the unit has reduced budget in some areas for 2012. Tracy Thorsen stated that the Clinical Services Unit budget has increased approximately \$60,000 in 2012, which is primarily due to three placements that are expected to continue into 2012. Tracy Thorsen noted that we receive Community Recovery Services (CRS) funding for these placements as well.

Fred Clary questioned what we would do if the separate IT Department is not approved. Patrick Metz stated that we would just move the tax levy and expenses back into the budget. Fred Clary stated that the county has approximately \$75,000 budgeted for the \$150,000 new IT Department.

An error was discovered on the 2012 Expenditure Budget Summary. The first two lines of the Administrative Services "Budget 2011" and "Budgeted County Tax Levy 2011" line items differ from the Final 2011 Budget. Patrick Metz stated that the 2011 Budget handouts were more accurate, and noted that he would fix the error.

Fred Clary stated that his main concerns with the 2012 Health and Human Services Budget are the creation of a separate IT Department and no additional deposit into the institutional funds. Patrick Metz noted that he planned to present a budget projection forward through the end of 2011 during the next Health and Human Services Board meeting, which would offer an estimate of any surplus that could be transferred from 2011 into 2012.

Randy Jacquet stated that this budget maintains the services and programs we are currently offering. There are no reductions to programs or current staff. Motion by Robert Holets, seconded by Paul Kinney to approve the proposed 2012 Health and Human Services Budget as presented, and forward the recommendation onto the Finance/Personnel Committee and County Board for final approval. Motion carried.

The next regular Board meeting is scheduled for Thursday, October 13, 2011 at 9:00 a.m. at the Community Services Building.

Fred Clary questioned how Dane County was able to wait until recently to hold their Public Hearing. Randy Jacquet stated that counties have the option to hold their Public Hearings before the budget is initiated or after it is compiled, but must be prior to approval.

Adjourn: Motion by Fred Clary, seconded by Ray Schmitz to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor