

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)  
BOARD OF DIRECTORS

June 16, 2011

Meeting called to order at 8:30 a.m. in Room 1023 of the Public Agency Center, 333 East Washington Street, West Bend, Wisconsin, by Chairperson L. Borman, who read the open meeting statement. With Mr. Tennes serving as the fifth HSD Board member, a quorum was present.

MEMBERS PRESENT: Les Borman, Sarah Follett, Rick Gundrum, Paul Ustruck

MEMBERS EXCUSED: Jim Core, Mary Goeman, Carol Puerling, Gregory Young

GUEST PRESENT: Dennis Myers, Washington County Board Supervisor; Herb Tennes, Washington County Board Chairperson; Dave Rank, THE DAILY NEWS

HSD STAFF PRESENT: Karen Alt, Michael Bloedorn, Debra DuFour, Sandy Hoefert, Ruth Reines, Angela Schickert, Jim Strachota, Kay Thuecks

Review of Minutes: S. Follett made motion, R. Gundrum seconded, to approve the HSD Board minutes from the May 19, 2011, meeting as distributed. Carried.

(MEMBER PRESENT: Jane Schultz arrived.)

Financial Report: There is a County funding balance of \$5,442,829 or 55% remaining for HSD as of the April 30, 2011, financial report. Expenses for inpatient services and treatment foster care utilization have been higher than anticipated. A discussion of the fund balance followed. Staff strongly believe a fund balance is essential to meet the needs of the triangle services. County Finance Department and HSD staff are in the process of developing a fund balance policy. Further discussion followed on the fund balance and the status of Family Care in Wisconsin.

R. Gundrum made motion, seconded by P. Ustruck, to accept the financial report as presented. Carried.

2012 Budget Guidelines: J. Strachota explained the 2012 Budget Guidelines and Funding Principles which are used as the basis for our budgeting process. The "base" for 2012 budget planning is 98% of 2011 HSD General Purpose funding in the areas of Access and Outreach, Behavioral Health, Children and Families and Economic Support. Following approval, these guidelines and principles will be sent with other materials in the budget packets to potential providers of 2012 services.

S. Follett made motion to approve the 2012 HSD Budgeting Guidelines and Funding Principles as written; J. Schultz seconded. Carried.

The 2012 budget process and timetable were explained and discussed. HSD faces reductions in State and Federal funding for 2012; in addition, our base County levy budget was reduced by 2.5%. Although this represents our base budget, HSD hopes some of these reductions will be offset by employee pension payments. In order to accommodate a new County requirement that all written materials be sent to Board members one week in advance of a meeting, two HSD Board meetings will be held in August.

Status of Income Maintenance: Since last month's meeting, the State has changed its stance on centralization of income maintenance administration and services back to the counties. Counties are to form ten multi-county consortia for the provision of these services based on close proximity to one another, population, general demographics, etc. There is a proposal that Washington County form a consortium with Dodge, Ozaukee, Waukesha and possibly Sheboygan Counties. Updates on the topic will be provided as this progresses.

Increasing Human Service Needs of the Elderly: On occasion, an individual suffering from dementia with aggressive behaviors results in an emergency detention and subsequent placement in a mental health hospital. It can then be difficult to move that person into a nursing home once he/she is psychiatrically stabilized, resulting in lengthy stays in the institution. That unnecessary institutionalization is often not beneficial to the person and is at a high cost to HSD. HSD has been assured by Ed Somers, Campus Administrator, that the Washington County Samaritan Health Center is able to provide the necessary services and care to people in this type of situation needing placement in the future.

Emergency Shelter Request and Report: Copies of a letter received from Pastor David Schoob of Trinity Lutheran Church outlining the Church's plans for use of the house it owns were distributed. It is currently used as a homeless shelter operated by Hebron House of Hospitality. Renovations are needed to bring the house into compliance with City of West Bend code to continue to operate as a homeless shelter; and \$15,000 is being requested from HSD to put toward the modifications.

Following discussion, P. Ustruck made motion to approve HSD funding not to exceed \$15,000 to be used as outlined and only under the conditions specified; S. Follett seconded. After additional discussion, motion carried.

Other County committees as well as the full County Board will be made aware of this possible expenditure.

Capital Outlay Request/Van Purchase: After explaining CTS services and staffing pattern, K. Thuecks requested that the Board consider the purchase of a new van to replace a high mileage, 2003 GMC Safari van that is beginning to need replacement parts and repairs due to age. Discussion followed on purchasing versus leasing, cost, a quote obtained and funding source for the proposed vehicle purchase.

J. Schultz made motion, R. Gundrum seconded, to approve the request as presented with the conditions that HSD staff research quotes from other automobile dealerships within Washington County and that the cost of the new vehicle not exceed \$11,673 from the Medicaid Audit Settlement Account. Motion carried.

This request will be presented to County Purchasing and Finance Department staff for review.

L. Borman announced that the University of Wisconsin-Milwaukee has presented an award in the form of a plaque to the Washington County Human Services Department in acknowledgement of its assistance and work with student interns over the years.

The next HSD Board meeting is scheduled for Thursday, July 21, 2011, at 8:30 a.m.

Motion made by S. Follett, seconded by P. Ustruck, to adjourn. Carried. Meeting adjourned at 10:20 a.m., followed by a tour of the remodeled Acute Care Services area.

Respectfully submitted,

Paul Ustruck, Board Secretary  
Karen Alt, Recording Secretary

*Copies of all non-privileged material pertinent to this meeting are available at HSD offices.*