

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)  
BOARD OF DIRECTORS

July 17, 2008

Meeting called to order at 9:00 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.

MEMBERS PRESENT: Donald Berchem, Leslie Borman, James Core, Sarah Follett, Rick Gundrum, Carol Puerling, Jane Schultz, Paul Ustruck, Gregory Young

HSD STAFF PRESENT: Karen Alt, Michael Bloedorn, Carolyn Mangan-Casey, Sandy Potter, Jim Strachota, Kay Thuecks

Review of Minutes: J. Core made motion, D. Berchem seconded, to approve the HSD Board minutes from the June 19, 2008, meeting. Carried.

D. Berchem made motion, G. Young seconded, to nominate P. Ustruck for the HSD Board Secretary position. Nominations closed. Motion carried.

2009 Budget Process: In addition to recommending a 2009 departmental budget, the HSD Board will be examining the initial 2008 budget projection at the August meeting. While the number of budget centers for 2009 was reduced by five, two others were added, including a line item to show the Family Care contribution to be made by Washington County. The Board members thanked staff for their efforts in the budget process.

Position Requests for 2009: S. Potter indicated that the request from the Economic Support area entails changing two existing three-quarter time Adult/Family Aide positions to one full-time and one half-time Economic Support Aide positions. We need full-time coverage to address the growing demands for Energy Assistance, and this adjustment will insure consistent coverage.

Currently, the County contracts with Gemini Employee Leasing to provide specific services to individuals with a mental health diagnosis. For 2009, K. Thuecks is requesting that this become a full-time County Mental Health Technician position in place of the contract employee.

AODA/Mental Health is requesting a half-time Mental Health Technician position to replace the current contract with Aro Behavioral Healthcare, Inc. This position would provide services to individuals with substance abuse as well as mental health issues.

As County employees, both of the new Mental Health Technicians would be able to complete the paperwork for Medical Assistance billing purposes when appropriate.

Finally, the Lifespan (Outpatient) area is requesting the addition of a half-time Registered Nurse (RN) position. If this position is approved, a total of fifty RN hours per week would be available to assist and consult with psychiatrists, communicate with clients, hospitals and pharmacies and other duties regarding medication issues.

All of these position requests represent areas where demand is exceeding our ability to provide required services. In most cases, these positions will free up time for other staff, such as psychiatrists, case managers and economic support workers, to also meet the growing demand.

Motion made by R. Gundrum seconded by G. Young, to approve the requested positions as presented as long as budgetary requirements allow. Discussion followed. Motion carried, with D. Berchem voting no.

Capital Outlay Requests for 2009: Following an explanation by M. Bloedorn, J. Core made motion to approve the capital outlay request for a new freezer for the Youth Treatment Center (YTC) at a cost of \$800.00 as long as it meets budgetary requirements; P. Ustruck seconded. Carried.

After discussion, motion made by C. Puerling, seconded by P. Ustruck, that the County contract for an architectural study of the entire Public Agency Center building on the possible relocation of some offices as a result of the merging of CCSA and DSS into one department. Carried.

Approval of 2009 Program Fees: M. Bloedorn reported on proposed User Fees for 2009 services in the areas of the daily rates at the YTC, assessments and evaluations in Family Court for Custody/Visitation Studies, Child Day Care Provider Certification and Termination of Parental Rights Court Studies ordered by the Court. Billing rates for the HSD Lifespan Clinical Services and Acute Care/Crisis Services were also presented.

Motion made by C. Puerling, R. Gundrum seconded, to approve the 2009 Program User Fees and Billing Rates as presented. Carried.

(A brief recess was taken.)

Report on Lifespan Study: Copies of the report, "Washington County Focus Group on Mental Health Outpatient Services", were distributed and explained by C. Mangan-Casey. Several recommendations made by the group have been implemented effective July 1 and focus on clients' ownership in their treatment, having additional treatment options and modification of the intake process. Children with Title 19 HMO and insurance coverage will be referred to other clinicians in the community so that children and their families with no ability to pay can be seen by the County in a timely fashion.

C. Puerling made motion to approve the report on the Lifespan Study as presented; J. Schultz seconded. Carried.

(G. Young left the meeting at 11:00 a.m.)

Approval of Mission Statement: D. Berchem made motion, J. Core seconded, to approve the proposed mission statement as presented. Carried.

Report on Program Usage: M. Bloedorn followed up on a request made by the Board at a previous meeting by presenting data on Child Sexual Abuse Reports from 2000 to 2006. He also gave information on the number of families requesting assistance as a result of local flooding and an incident that took place recently of a bomb threat which forced the evacuation of the entire Public Agency Center.

Family Care Appointments: P. Ustruck and G. Young were appointed by L. Borman to serve in an advisory capacity on the Family Care District Board with other county representatives to determine the effectiveness of Family Care.

Motion made by J. Schultz, seconded by S. Follett, to adjourn. Carried. Meeting adjourned at 11:08 a.m.

Respectfully submitted,

Karen Alt, Recording Secretary

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