

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)
BOARD OF DIRECTORS

June 21, 2012

Meeting called to order at 7:30 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.

MEMBERS PRESENT: Les Borman, John Bulawa, Kristine Deiss, Dawn Eyre, Sarah Follett, Ralph Hensel, Jane Schultz, Paul Ustruck

MEMBER EXCUSED: Michael Basill

HSD STAFF PRESENT: Karen Alt, Michael Bloedorn, Sandy Hoefert, Mary Knoeck, Sandy Potter, Ruth Reines, Angela Schickert, Jim Strachota, Kay Thuecks

Review of Minutes: D. Eyre made motion, P. Ustruck seconded, to approve the HSD Board minutes from the May 17, 2012, meeting as distributed. Carried.

Comments from Public Hearing: Public comments from various attendees described their experiences with HSD. Several related how a continuum of services provided helped them gradually progress from more restrictive, intensive services to more independence and self-reliance. Board members M. Bassill, L. Borman and P. Ustruck attended. P. Ustruck reported that a number of individuals explained how HSD services provided them with stabilization so that they could become productive members of the community. Information from this hearing will be used during budget preparation for 2013 services. L. Borman encouraged other Board members to attend the next public hearing, saying that many thanks were expressed for the assistance received and how attendees now have a sense of self-empowerment.

Approval of Supervision Fees: M. Bloedorn explained that Washington County HSD is recommending that HSD be allowed to charge a \$50.00 monthly fee to parents of youth adjudicated delinquent and youth found to be in need of protection or services according to State Statutes. This fee would be court ordered, has the support of the Washington County judiciary and has been approved by the County Attorney. If parents are unable to pay the \$50.00 fee each month, they may complete a hardship application for a reduced fee. J. Bulawa asked if a pay by means system could be used based on parents' income. Non-payers will be sent to collections or other means, such as tax intercept. Fees collected would be used as offsetting revenues to the cost of social work services.

Following discussion, motion made by K. Deiss, seconded by S. Follett, that effective July 1, 2012, the Human Services Department shall establish a parental liability fee for juvenile supervision services of \$50.00 per month and develop the necessary documents for the Court and the parents to implement the fee system and collect these fees. Motion carried.

Financial Report and Summary: A. Schickert explained the HSD monthly financial statement format that is used at HSD Board meetings. She reported that according to the statement ending April 30, HSD has a County funding balance of \$5,516,075 remaining for 2012, which is 56.23%.

Inpatient expenses through June 15 are at \$355,364 out of a budget of \$696,000. Costs for out-of-home placements of children and residential treatment are at 60% usage, while juvenile justice costs are slightly under budgeted expenses. A separate handout will also be distributed to report on these three areas specifically. HSD staff will make regular appearances before the County Finance Committee to report on specific expenditures and projections. Discussion followed on the high costs of persons needing inpatient services who are enrolled in Family Care.

Transfer of Audit Funds: HSD received an audit settlement from a provider in 2005. While most of the settlement has been spent to meet client related needs, a balance of \$33,636.94 remains. At the request of the County Finance Director, a recommendation has been made to transfer this balance to the W-2 fund to cover expenses contractually bound for W-2 and WOW Workforce Development Center costs through 2018, which will reduce the dependency on the County levy.

D. Eyre made motion to approve the transfer of \$33,636.94 from the Medicaid Audit Settlement account to the W-2 Fund Balance account; seconded by S. Follett. Carried.

Update on Moraine Lakes Consortium: S. Potter briefly explained the purpose and development of this consortium. Resources are being shared between Fond du Lac, Ozaukee, Walworth, Washington and Waukesha Counties. Tweaks continue to be made to improve efficiencies; and the answer rate is at 86% with 25 staff consortium-wide who answer between 600 and 1,200 calls weekly.

HSD Budgeting Guidelines and Funding Principles: J. Strachota explained the 2013 Budget Guidelines and Funding Principles which are used as the basis for the HSD budgeting process. The “base” for 2013 budget planning is 98% of 2012 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 2013 services. Discussion ensued on the percentage profit margins allowed by law and those included in this document for both for-profit and non-profit agencies.

D. Eyre made motion, J. Schultz seconded, to accept the 2013 HSD Budgeting Guidelines and Funding Principles as presented. Carried.

Future Agenda Items: Please contact the HSD Director with any suggestions or recommendations for future agenda items.

J. Bulawa requested that the Board have access to HSD contracts for the past five years to examine pricing. Following discussion, J. Strachota will try and provide a background of funding principles at the next meeting.

The next HSD Board meeting is scheduled for Thursday, July 19, 2012. Those present discussed beginning HSD Board meetings at 8:00 a.m. on the third Thursday of each month on a regular basis.

The Board agreed to have a meeting on Thursday, August 2, in addition to the regular meeting on Thursday, August 16, to accommodate the lengthy budget development process.

Motion made by D. Eyre, seconded by J. Bulawa, to adjourn. Carried. Meeting adjourned at 9:08 a.m.

Respectfully submitted,

Dawn Eyre, Board Secretary
Karen Alt, Recording Secretary

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