

WCDHHS Board Meeting Minutes
January 6, 2016
Waupaca County Courthouse
811 Harding Street
Waupaca, WI 54981

Members Present: Jan Lehrer, Jerry Murphy, Mary Kay Poehlman, Jody Muck, Carl Kietzmann, Dr. Steven Goedderz

Members Excused: Dave Neumann

Members Absent: Dona Gabert, Don Aasen

Others Present: Chuck Price, Shannon Kelly, Lana Draeger, Leah Klein, Chris Machamer, Sherrie Nichols, Celeste Leider

The regular meeting of the Health and Human Services Board was called to order at 6:02 pm by Chair Jerry Murphy.

Public Comment: None

Motion by Lehrer, second by Muck, to accept agenda. Motion carried.

Motion by Poehlman, second by Lehrer, to approve minutes from December 2, 2015. Motion carried.

Action Items

A. Personnel

1. Motion by Lehrer, second by Poehlman, to accept retirement of Sandra Bernard and resignation of Mark Lepinski. Chuck and Shannon presented Sandra with a Certificate of Appreciation.
2. Employee Update was reviewed. Cristin Bauch was hired as CPS Social Worker. Kortnei Lewis will start January 25 as CLTS full-time Social Worker and Hannah Lamers will start in part-time CLTS Social Worker position in February. Kortnei and Hannah both currently work at WCI. Recruiting for IS Technician; ADRC Assistant; Mentor Position; continue to search for Public Health Officer. We will be having conversations this week about Child Development Specialist.
3. Out of State Training Requests were reviewed
 - a. Request for Kari Gay to attend out-of-state training. Lehrer questioned costs. This training is necessary for the Clinic. Motion by Lehrer, second by Muck, to approve Kari Gay to attend training as requested. Motion carried.
 - b. Director Price reviewed two out-of-state travel requests. Chuck was offered by First Lady Walker, along with others, to attend the Casey Family Program Annual Meeting in Seattle. He will be presenting to show Waupaca as a leader in Wisconsin on TIC. Jan congratulated Chuck for being chosen. Casey Family Programs is fully funding the expenses. Director Price has also been nominated to participate in a national Children and Families Executive Leadership Fellow program sponsored through Annie E. Casey Foundation. He will be notified by January 12 whether he is accepted into the program, which again would be fully funded. Motion by Lehrer, second by Poehlman, to approve Chuck Price to attend both trainings as requested. Motion carried.
4. LTE Request
Chris Machamer reviewed a request for an LTE position to help with processing SWICA cases. A large backlog has developed due to staff turnover and not a priority project. Economic Support gets 300-500 cases every quarter. They take a fair amount of time to complete. If a large overpayment may be due, the case is referred to another agency. Staff handle smaller cases.

Funds are available and they budgeted overtime. Chris stated we have been told by the State that we will be receiving additional funds this year that will cover the cost of the LTE. She is estimating \$90,000. The maximum we would employ an LTE would be four months, up to 40 hours per week. Chris has an interested person that retired earlier this year. We need exact wage payments from employers. Motion by Poehlman, second by Lehrer, to approve LTE request. There also is a comparison of IRS reporting with ES reporting. Chris is asking for the equivalent number of hours that would equate to four months. It could take up to 3 hours per case to process an overpayment. Motion carried.

B. Finance

1. Director Price reviewed the Income Statement. The year-end is still in the positive at about \$60,000. We still have expenses and revenues coming in. Erica and Shannon are anticipating closing the books on a positive note.
2. Payment Register was shared with Board. Motion by Lehrer, second by Goedderz, to approve bills as presented. Motion carried.
3. Sherrie Nichols is Manager of our Behavioral Health Services. She reviewed request to update rates for our OWI program. Information was gathered by Becky Green, AODA Counselor. Rates for this program have not been updated in a number of years. Current OWI rate is \$242; we're proposing increasing the fee to \$250, with proposal to allow \$100 deposit toward the full cost. The \$100 deposit could be kept in the event of a no show or late cancel. The OWI assessment is required in order for people to get their driver's license back. Motion by Poehlman, second by Lehrer, to approve rates as presented. Dr. Goedderz questioned if we could lower the voluntary rate, trying to get people to be proactive. Shannon thanked Sherrie and Becky for bringing information forward to reduce barriers to service. Motion carried.

C. Others

1. Leah Klein reviewed her memo requesting approval of COA Members. Leah has done various outreaches for members. She is asking for reappointment of Janice Lytie and appointment of a new member, Ray Claussen. Motion by Muck, second by Poehlman, to recommend Jan and Ray for appointment to COA. Motion carried.
2. Resolution to Oppose SB326 and AB429 was reviewed with the Board. This resolution was shared with the Legislative and Judicial Committee this morning. This is the legislation that would have us review all child abuse referrals, going out with law enforcement on all referrals. Sheriff Hardel supports this resolution. Chuck met with Chiefs and Sheriffs staff, and they feel there is good communication between our Departments and feel this is not needed. The feeling across the state is this is more for larger counties or counties that do not communicate well between DHHS and law enforcement. This will not come with any additional funding. Motion by Lehrer, second by Poehlman, to approve resolution. Motion carried.

Reports to the Board

A. Advisory Committee Meeting Minutes

1. Transportation Coordinating Committee minutes of November 12, 2015, were shared with the Board.
2. CST Coordinating Committee minutes of November 13, 2015, were shared with the Board.
3. CCS Committee minutes of November 13, 2015 and December 11, 2015 were shared with the Board.
4. EIP/FSP/COP Committee minutes of December 17, 2015 were shared with the Board.

- B. Board Member Reports – Jan was well impressed with WCI for buying each member a Christmas present. Jerry asked Celeste to share with those involved with planning the party the wonderful job done for the members. It was stated this was the best party Board members have attended.

- C. WCI Updates/Reports – Chuck, Shannon, Gene, Celeste, and Lisa continue to meet with contracted agencies. They requested a 5% increase with all companies. Creating Converting doesn't feel it can accept the 5% increase, but may be willing to be flexible to talk with us. We have had the opportunity to talk with Sturm Foods and Creating Converting about our situation. Additional meetings have been scheduled to continue talking. DVR is a concern for us. They are looking at younger age groups and not the age that would be referred to work at WCI for job training. A meeting is scheduled later in the month with DVR. Lamers asked for a 3% increase in transportation. With a retirement, a resignation, and the hiring of 2 WCI staff at the Courthouse, we are looking at referrals and staffing needs.
- D. Director's Report
1. MARC Grant was approved for Waupaca County. The State is asking Waupaca County to be the 1st agency to be trained. Chuck is meeting with the Foundry Friday morning, along with Terrie Tews. Chuck received an email today that Rutgers University is asking us to present at their next National Webinar in March. They get over 500 people per webinar. We will be able to present from our office about our work. Dollars were being put back into mental health. We submitted a grant proposal to work on mental health, and we received \$20,000. We were also linked into a grant spear-headed by Winnebago County to train law enforcement in our Northeast region on mental health issues. They received enough money to train about 179 officers. Chuck requested 20-25 slots for Waupaca County. He will find out soon how many slots we will be awarded. The money will be for training and the cost of covering the shifts of those staff while at training. It is hoped this will work with our Mobil Crisis and help to reduce hospitalizations. We have an all staff meeting on January 21. The majority of the agency will be shut down during this training. The training is sponsored by Casey Family Programs. They will be providing facilitators from Chicago and California, along with a consultant from Minneapolis. They will then help us put a plan together to go forward in 2016. End of the year ended in a celebration with a hallway decorating contest. There was a newspaper article from Bob Cloud on our decorating. The December all staff meeting announced hallway winners and ugly sweater contest. We had a one-week long penny wars contest. There was a diaper drive from Zion Lutheran Church in Manawa, along with a substantial donation from a truck driver going through Manawa. Sarah Binder was presented with a citizen life saver award.
 2. Alternate Care – Report is reflected through November. We are lower with placements than had been historically. We received many reunifications of children in December.
 3. Mental Health – The committee asked last month about hospitalizations. Through November, there were 196 admits.

April 30 will be the next Mission of Hope in Waupaca. Erica Becker will talk with us about it. This year Clintonville will also be having one, as well as continuing in New London.

Motion by Lehrer, second by Goedderz, to adjourn at 7:47 pm. Next Meeting is February 3, 2016.

Submitted by,

Lana Draeger
Office Manager

Approved by,
