

## DODGE COUNTY HUMAN SERVICES & HEALTH BOARD MINUTES

The Dodge County Human Services & Health Board met on Wednesday, July 12, 2017, in Conference Room #G46 of the Henry Dodge Office Building.

The meeting was called to order at 6:00 p.m. by: Mary Bobholz

**ROLL CALL: PRESENT:** Mary Bobholz, Jeremy Bartsch, Becky Glewen, David Godshall, Stephanie Justmann, Jennifer Keyes, and Kira Sheahan-Malloy.

**NOT PRESENT:** - Lois Augustson, Mark Roesch

**ALSO PRESENT: STAFF:** Jim Mielke - County Administrator, Becky Bell – Director, Monica Hooper-Division Manager, Sheila Drays-Division Manager, Jody Langfeldt-Supervisor, Alyssa Schultz-Division Manager, Kris Schefft-Supervisor

**OTHERS:** Julie Kolp Dodge County Finance Director, Donna Maly, County Board Supervisor / Chair Information Technology Chair.

**Certification of Public Notice:** Kris Keith certified public notice.

**Consideration to Deviate from the Agenda if Needed:**

A motion was made by *Jeremy Bartsch* to approve deviation from the agenda if needed. The motion was seconded by *Becky Glewen*. Motion carried.

**Approval of Minutes of the June 7, 2017 meeting:**

A motion was made by *Becky Glewen* to approve the minutes of the June 7, 2017 meeting with the addition of- The Board decided to discuss increasing the allotted dollar amounts for the 2018 funding requests at the July 12<sup>th</sup> meeting. The motion was seconded by *Jennifer Keyes*. Motion carried. *Mary Bubholz* abstained

**Public Forum:**

**Presentations:**

- A. Presentation by Project Management Office relating to Enterprise Resource Planning (ERP)

The Project Management team discussed bringing a resolution to the County Board for additional funding for a financial software package that will interface with the other software throughout the county. Every department is different and runs differently but this software will run with all of them, the goal is to stop duplicating efforts and once information is in the system everyone will have access to find what they need. They mentioned they have talked with the different departments about potential problems so they can try to problem solve ahead of time. They will also be bringing a resolution in front of the County Board to authorize the hire of a purchasing agent that will work with all of Dodge County entities to help make things uniform. It was also mentioned that they will be creating a county wide financial procedure manual that will be housed in the Dodge County Financial Department.

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**B. Presentation by the Journey Mental Health Center on the First Episode of Psychosis services**

Journey Mental Health is located in Madison but works with multiple counties such as Sauk, Dodge, Columbia and Richland. They work with people ages 15-25 who are suffering from their first episode of Psychosis. Journey Mental Health focuses on early intervention with an emphasis on treatment focusing on medications at a lower dose to minimize side effects. They work with the families as much as possible, they feel family is vital in recovery and involve them and the patient in the treatment decisions. They usually stay involved in treatments for 2-3 years and they try to help get them engaged in outpatient programs. They have noticed in the last year or so a drastic decrease in hospitalization and a reduction in substance abuse with their services and program.

**Board Action:**

**A. Consider, discuss and take action on budget hearing decisions on money allotted**

Board discussed increasing the allotted dollar amounts given for funding and it was agreed to give PAVE \$25,000, Big Brothers/Big Sisters \$5000, Church Health Services \$5000, Watertown Area Cares Clinic \$2500 and Central Wisconsin Community Action Council \$7500 for a total of \$45,000 up from \$35,000 given last year. It was also discussed to create a new one page policy document that reflects the increased funding amount for the Fiscal Department. The Board talked about in the spring discussing at some point having these agencies come and update the Board on what they are doing with the money given to them.

A motion was made by *Stephanie Justmann* to approve funding amounts. The motion was seconded by *Jeremy Bartsch*. Motion carried 6-0 with Glewen abstaining.

**Director's Report:**

**A. Discuss Netsmart update**

Monica reported they are still working on some glitches, but they have successfully submitted claims for CSP and some Private Insurance. There are a lot of denials for the other programs but Monica contributes that to just the simple change of doing paper bills to electronic and that there is a learning curve that goes along with it.

**B. Discuss 2018 Proposed Position Creations**

Becky reported that she will be bringing resolutions to the next Board meeting for the preliminary 2018 budget numbers and also for proposed position creations. Becky discussed creating a Community Health Educator position which would come from ADRC funding. Becky also will be proposing that the 1 LTE's in Monica's department become full-time permanent position, the Medical Billing Specialist position be abolished and we will create an Account Clerk III position instead. And in Alyssa's department she will be asking for her LTE also to become a full-time permanent employee, additional request for 2 counselors providing children's long term support. Those individuals will be cross-trained in

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CCS. There will also be a request for a full-time social worker in child protective services that will do both intake and ongoing, a Social Services aid worker that will do the supervised visits with parents, a Child Psychologist that will also do assessments in house.

Becky discussed where the funding for these positions will come from. There are savings from Winnebago and group home placement numbers being down. Also there is \$240,000 from the CST program and County levy money that can be repurposed to hire in house and contracted positions.

### **C. Discuss Grant Funding Opportunities**

Becky discussed the grant that Sheila applied for and received for Dementia Care Innovation Grant. Sheila discussed how in the past the grant helped with training and to put in place crisis systems. The new grant will be used for training medical professional to be able to assess and diagnose. Alyssa also applied for an Opioid Medication Treatment grant of \$100,000 but has not received word yet on it.

### **Division Reports:**

The Board members reviewed and discussed the following informational items:

#### **A. Fiscal & Support Services Division:**

1. Review of May 2017 expenditures & revenues.
2. Discuss Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form

Monica wanted to bring awareness to the Board that there was Ebola funding of \$4,880 that now is on the books.

#### **B. Community Support Services Division:**

1. Program Statistics
2. Aging and Disability Resource Center Information:
  - a. Dining Center Comments
3. Public Health Information:
  - a. 2017 Environmental Public Health Tracking

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**C. Clinical & Family Services Division:**

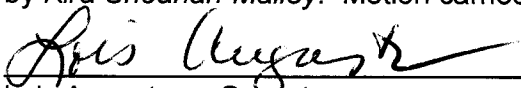
**1. Program Statistics:**

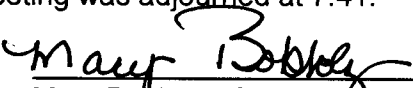
- a. Out of Home Costs**
- b. April/May Reports from Northwest Connections on after-hours crisis activity.**

Alyssa discussed the cost for Northwest Connections as we have done an analysis because we have been contracting with them for a full year now. These costs at \$8000-\$9000 a month are more than the old system where staff was on call at night however the stress of working all day and being on call all night effects performance and the additional cost is ultimately necessary. She also reported that after 12 months of them being here expenses are starting to level out. Alyssa also stated that the law enforcement agencies have expressed their appreciation for this system and that over half of the 64 mobile calls they have received the callers were able to stay at home. At this time Dodge County Human Services intends on continuing this program.

**Next Meeting Date:** August 2, 2017 @ 6:00 p.m.

A motion was made by *Jeremy Bartsch* to adjourn the July meeting. The motion was seconded by *Kira Sheahan-Malloy*. Motion carried. The meeting was adjourned at 7:41.

  
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Lois Augustson, **Secretary**

  
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Mary Bobholz, **Chairperson**

  
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Kris Keith, **Recording Secretary**

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**DISCLAIMER: THE ABOVE MINUTES MAY BE APPROVED, AMENDED OR CORRECTED AT THE NEXT COMMITTEE MEETING**