

DODGE COUNTY HUMAN SERVICES & HEALTH BOARD MINUTES

The Dodge County Human Services & Health Board met on Wednesday, December 6, 2017, in Conference Room #G52 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, Lois Augustson, Jeremy Bartsch, Becky Glewen, David Godshall, Stephanie Justmann, Jennifer Keyes, Mark Roesch, and Kira Sheahan-Malloy.

NOT PRESENT. NA

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

OTHERS: Kris Schefft, Amy Ewerdt, Marguerite Bashynski

Certification of Public Notice: Kris Keith certified public notice.

Consideration to Deviate from the Agenda if Needed:

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

Approval of Minutes of the November 1, 2017 meeting:

A motion was made by Mark Roesch to approve the minutes of the November 1, 2017 meeting. The motion was seconded by Jennifer Keyes. Motion carried.

Public Forum:

Board Action:

- A. Consider, discuss and take action on 85.21 Grant Funding Request for 2018

Division Manger Sheila Drays reported that this grant is submitted every year to help run the transportation program and that there was no real changes to report for this year.

Becky Glewen made a motion to approve the 85.21 Grant Funding Request for 2018. The motion was seconded by Mark Roesch. Motion carried

- B. Consider, discuss and take action on the State Targeted Response to the Opioid Crisis Grant Resolution

Becky Bell discussed the State Targeted Response to the Opioid Crisis Grant which was received in July 2017. This grant was for \$84,879 and the department anticipated only using half of the funds in the calendar year 2017, however, we will exceed the \$50,000 threshold in 2017 thus creating a need for this resolution. We have served 22 individuals so far with these grant funds and anticipate the need will increase over time. The grant funding is expected to be exhausted prior to April 2018. Clinical Services Division Manager, Alyssa Schultz, did report that due to advertising efforts regarding the opportunity referrals have increased.

Stephanie Justmann made a motion to approve the Opioid Crisis Grant Resolution. Jennifer Keyes seconded the motion. Motion carried

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Director's Report:

A. Update: NetSmart Status/Next Steps

Division Manager Monica Hooper reported to the board that the PPS State reporting system is up to date through the 2nd quarter and is now working into the 3rd quarter. Ms. Hooper said the department started testing closing months in JDEdwards and it appears to be working. The department is hoping to close March in production tomorrow and move forward from there. As far as billing, all programs are billed through November except Targeted. The billing department is trying to run bills weekly instead of monthly to even out the workflow. The department is receiving money back for bills through September and the Account Clerks are working on getting caught up on entering in the payments received. Ms. Hooper reported that she received a scope of work from NetSmart on the cost of training going forward, but stated that the scope did not provide details so they were asked to provide that by the end of the week.

B. Update: Easter Seals Grant Status

Director Becky Bell led the discussion on the Easter Seals Grant Status. Ms. Bell reported to the Board that this was a \$100,000 grant that the community had applied for and the project discussions started today and will go through tomorrow. Ms. Bell and Sheila Drays mentioned several stakeholders got together to discuss the scope and goals of the project. The hope is to provide transportation to help people get to work. Ms. Bell and Ms. Drays will keep the Board updated.

Division Reports:

The Board members reviewed and discussed the following informational items:

A. Clinical & Family Services Division:

1. Program Statistics:

Division manager Alyssa Schultz reported that clinical services will be adding additional child/adolescent psychologist hours in 2018.

- a. Out of Home Costs**
- b. October Report from Northwest Connections on after-hours crisis activity**

B. Community Support Services Division:

- 1. Introduction of Amy Ewerdt-Nutrition/Transportation Supervisor**
- 2. Program Statistics**
- 3. Aging and Disability Resource Center Information:**
 - a. 2016-2018 GVAR Aging Plan Review**
 - b. Dining Center Comments**
 - c. Driver/Trip Stats**

4. Public Health Information:

- a. Award Letter for Child Passenger Safety Seats Grant
- b. Press release: First confirmed case of WNV in Dodge County in 2017
- c. Dodge County housing with Public Health concerns

C. Fiscal & Support Services Division:

1. Review of October 2017 expenditures & revenues

Monica Hooper updated the Board on some of the audit findings and reported that the month of March in Netsmart will be closing tomorrow. In addition, there has been a policy created for SEFA, Month End Process, and Allowance for Uncollectible Accounts. The department is also working on updating the contracts 2018 before they are sent out with Kim Nass. In regards to the contracts finding, the department is monitoring contract costs on a monthly basis and making sure the audit reports get turned in on time.

2. Discuss Intra-Department Fund Transfer

Next Meeting Date: February 7, 2018 @ 6:00 p.m.

A motion was made by Lois Augustson to adjourn the November meeting. The motion was seconded by Stephanie Justmann. Motion carried. The meeting was adjourned at 6:57


Lois Augustson, **Secretary**


Mary Bobholz, **Chairperson**


Kris Keith, **Recording Secretary**

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