

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**December 12, 2012**

Taylor County Human Services Department – Board Room

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10:02 a.m.

**Members Present:** Vicki Duffy, Roger Ewan, William Breneman, Rose Madlon, Scott Mildbrand, Robert Lee, David Krug, and Dave Bizer.

**Members Absent:** Lori Willner had an excused absence.

**Other Attendees:** Amber Fallos and Kathy Barr.

**Review and Approve Minutes from the November 14, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE NOVEMBER 14, 2012 MEETING. WILLIAM BRENEAN SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** SCOTT MILDBRAND MADE A MOTION TO APPROVE THE CURRENT AGENDA CONTAINING 12 ITEMS. THE MOTION WAS SECONDED BY ROBERT LEE. THE MOTION CARRIED.

**Public Input:** There was no Public Input.

**Update on General Relief, Wisconsin Works (W-2), and Income Maintenance Consortium – Peggy Kellhofer:** Economic Support (ES) Coordinator Peggy Kellhofer was not available for today's meeting and Amber Fallos provided information on the W-2 and General Relief programs, and local unemployment rates. She explained the difference between the former AFDC (Aid for Families with Dependent Children) program which provided individuals with a payment and the W-2 program, which is a program that provides training for employment, schooling, etc. to help individuals improve their work skills in order to obtain employment. Ms. Fallos added that Forward Services will take over Taylor County's W-2 program beginning on January 1, 2013.

Ms. Fallos reported that the General Relief (GR) Program is funded by county levy, in the amount of \$17,500 annually. According to Ms. Fallos, this program serves individuals with little to no income, many who are between jobs and those applying for Social Security Disability. She added that the GR program also provides payment for prescription medications, and that payment is provided directly to the vendor and not to the recipient. The GR program does require repayments.

Next, Ms. Fallos reported that Taylor County's unemployment rate was at 5.6% for October. One year ago (October 2011) Taylor County's rate was 6.8% and September 2012 Taylor County's rate was 6.2%.

Ms. Fallos reported that according to state calculations, the Northern Income Maintenance Consortium would need a minimum of four more full-time workers for the amount of work that is processed by the consortium. There was also some discussion on eligibility requirements for FoodShare and other economic assistance programs.

**Review and Approve 2011 Annual Report:** The 2011 Annual Report had been sent to the Board prior to the meeting, and Ms. Fallos briefly reviewed each section of the report. She indicated that the state is making changes in Children and Family Services/Child Protective Services requirements/standards; there was discussion on nursing home care versus supportive home care services provided in the home to elderly and physically disabled residents, economic assistance programs, eligibility for developmental disabilities

services, the Birth-to-Three program, and services provided by the Clinical Services unit, such as psychiatry, case management through the community support program, intoxicated driver assessments, and mental health and alcohol and other drug abuse outpatient counseling. Ms. Fallos concluded by reporting that a new software program has been developed by the state for reporting client services. The new program, Program Participation System (PPS) is replacing the Human Services Reporting System (HSRS), which had been the state's software program for a number of years. A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROBERT LEE, TO APPROVE THE 2011 ANNUAL REPORT. THE MOTION CARRIED.

**Update on Filling Vacancies:** Ms. Fallos reported that Jen Meyer, who was a Community Support Program (CSP) case manager has accepted the position of Clinical Services Coordinator. The CSP Psychiatric Case Manager position has been advertised and is expected to be filled after January 1, 2013.

**Action Regarding Agency Vehicle:** Ms. Fallos presented to the Board the vehicle quotes she had received from the three area car dealerships. Ms. Fallos stated that social workers often transport children in car seats and she requested a vehicle that would have enough room for that. After some discussion, A MOTION WAS MADE BY SCOTT MILDBRAND, SECONDED BY ROBERT LEE, TO APPROVE THE PURCHASE OF A 2013 DODGE CARAVAN, WITHOUT HEAT IN THE BACK AREA, AT THE COST OF \$21,181. (The addition of heat in the back area would be an additional \$3,000 and was not included in the price quote.) A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF EIGHT AYES, ONE ABSENT (WILLNER).

**Action on Contracts and Addenda:** Two addenda were presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>ADDENDA</u></b>			
<b>Aurora Residential Alternatives</b> SPC 202 – Adult Family Home (3-4 beds) (one client) Unit Rate: \$323.10/day (24-hr.) Effective: 12/17/12	\$ 5,492.70	COP CIP II	\$ 125,572.95
<b>Lifenet, LLC</b> SPC 710 – Skilled Nursing Visit Unit Rate: \$44.13/visit (one client) Effective: 12/12/12	\$ 225.00	CA possible Waiver funding	\$ 198,000.00

A MOTION WAS MADE BY ROGER EWAN TO APPROVE THE TWO ADDENDA AS PRESENTED. DAVID KRUG SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF EIGHT AYES, ONE ABSENT (WILLNER).

**Director's Report:** Ms. Fallos reported she and the management team continue to develop a policy handbook for Human Services and she is anticipating that this should be completed in time for the January Board meeting. She also continues to work on filling the position of Community Support Program (CSP) psychiatric case manager. Ms. Fallos also referred to the Board packet which contained copies of letters from LogistiCare to the State of Wisconsin giving notice of termination of contract for providing non-emergent medical transportation to individuals who are on Medicaid.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, January 16, 2013 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROBERT LEE, TO ADJOURN. THE MEETING ADJOURNED AT 11:35 A.M. THE MOTION CARRIED.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – December 2012  
General Relief Report – November 2012  
W-2 Caseload numbers/payments from 11/11 to 11/12  
Local Unemployment Rates – October 2012  
Vehicle Bid Comparison for Human Services  
Contracts/Addenda list

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**November 14, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10 a.m.

**Members Present:** David Krug, Robert Lee, Rose Madlon, William Breneman, Vicky Duffy, and Roger Ewan, Lori Willner, and Dave Bizer.

**Members Absent:** Scott Mildbrand had an excused absence.

**Other Attendees:** Paul Thornton, Peggy Kellnhofer, Amber Fallos, Liza Daleiden (only present for agenda item #5) and Kathy Barr.

**Review and Approve Minutes from the October 10, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE OCTOBER 10, 2012 MEETING. ROBERT LEE SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** WILLIAM BRENEMAN MADE A MOTION TO APPROVE THE CURRENT AGENDA CONTAINING 13 ITEMS. THE MOTION WAS SECONDED BY DAVID KRUG. THE MOTION CARRIED.

**Public Input:** Paul Thornton, Black River Industries Director reported that they continue to receive work from local factories but are also looking at other opportunities. He added that the lawn service for the waysides ended early this year due to the dry weather, but their food service/catering is very busy. They continue to work on snowshoe construction for a local company, and three sides of the Black River Industries building have been finished with new siding.

**Introduction of Deputy Director:** Liza Daleiden was introduced as the new Deputy Director. She is also the Children and Family Services Coordinator. Ms. Daleiden has been with the Human Services Department for a number of years, holding various positions, most recently as a child protective services worker. As Deputy Director she will be working with building security, grievances, and enforcing the Health Insurance Portability and Accountability Act (HIPAA) policies, among other duties.

**Update on General Relief, Wisconsin Works (W-2), and Income Maintenance Consortium – Peggy Kellnhofer:** Economic Support (ES) Coordinator Peggy Kellnhofer reported that the W-2 Program had five participants in October, and there continues to be a projected surplus. Beginning on January 1, 2013 the W-2 program will be administered by Forward Services. Ms. Kellnhofer and Ms. Fallos met with Forward Services and it is anticipated that W-2 services will remain the same. Ms. Kellnhofer did present some concern, however, with the client to worker ratio. They will be meeting again with Forward Services in the near future to continue coordinating services.

Ms. Kellnhofer indicated that prescription (psychotropic medication) costs for the month of October continue to be quite high in the General Relief Program; however, these costs are still substantially lower than the cost of an inpatient hospitalization.

Next, Ms. Kellnhofer reported that Taylor County's unemployment rate was at 6.2% for September. Taylor County's rate for August 2012 was 7.0% and in September 2011 the rate was at 7.3%.

Ms. Kellnhofer then reported on the Northern Income Maintenance Consortium. Taylor County's caseload for October was at 2,166 cases, an increase of 326 cases since December

2011. During this period, the Economic Support unit also lost one worker. Currently, there are over 2,000 unprocessed documents. Ms. Fallos indicated that the State will not be providing additional funding to the consortium, but instead will be looking at other options, such as possibly having state employees assist with finalizing unprocessed documents.

**Action on Filling Vacancies:** Ms. Fallos reported to the Board that they did not hire anyone from the list of interviewees for the Clinical Services Coordinator position. She asked for Board approval to revise the job descriptions for Clinical Services Coordinator and Community Support Program (CSP) Psychiatric Case Manager. Currently, one of the CSP case managers is interested in the Clinical Services Coordinator position but is not able to provide therapeutic counseling services. The Clinical Services Coordinator position would be 20% social work duties, rather than the current 20% counseling duties, with the balance of the position at 80% supervision duties as before. The CSP Psychiatric Case Manager position would have 80% case management duties and 20% counseling duties, and would fulfill the counseling and case management roles as needed. After some discussion, A MOTION WAS MADE BY ROGER EWAN, SECONDED BY DAVID KRUG, TO APPROVE REVISING THE CLINICAL SERVICES COORDINATOR AND CSP PSYCHIATRIC CASE MANAGER JOB DESCRIPTIONS SUBJECT TO APPROVAL BY THE PERSONNEL COMMITTEE. THE MOTION CARRIED. A MOTION WAS THEN MADE BY DAVID KRUG, SECONDED BY WILLIAM BRENNEMAN, TO APPROVE FILLING THE CLINICAL SERVICES COORDINATOR POSITION BASED ON THE NEW JOB DESCRIPTION AND SUBJECT TO APPROVAL BY THE PERSONNEL COMMITTEE. THE MOTION CARRIED. A MOTION WAS MADE BY ROGER EWAN, SECONDED BY LORI WILLNER, TO ALLOW FILLING THE POSITION OF CSP PSYCHIATRIC CASE MANAGER SUBJECT TO PERSONNEL COMMITTEE APPROVAL. THE MOTION CARRIED.

**Discussion Regarding WCHSA:** Ms. Fallos reported she attended a Wisconsin County Human Service Association (WCHSA) meeting and believes that with new child protective services rules and other changes occurring at the human services level that joining this organization will be a benefit to Human Services and Taylor County.

**Discussion Regarding Agency Vehicle:** Ms. Fallos stated that she will be meeting with the county Finance Committee tomorrow regarding the purchase of an agency vehicle. She stated that she believed the agency needed a different vehicle and options were discussed. Mr. Bizer and Mr. Krug felt that it would be better to go through a local dealer for a vehicle, and to also dispose of the Chevrolet Impala due to its high mileage. A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROGER EWAN, TO DISPOSE OF THE CHEVROLET IMPALA UPON ACQUIRING A REPLACEMENT VEHICLE FOR THE HUMAN SERVICES DEPARTMENT. THE MOTION CARRIED.

**Action on Contracts and Addenda:** Two contracts were presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>CONTRACTS</u></b>			
<b>Adult Development Services (#12-MH-16)</b> SPC 108 – Pre-vocational Services Unit Rate: \$ 7.83/hour (one client) <b>Effective: 11/01/12 to 12/31/12</b>	N/A	Community Aids	\$ 1,003.00
<b>Mayo Clinic Health System – Eau Claire Hospital, Inc. (#12-MH-17)</b>	N/A	Community Aids	\$ 20,000.00

SPC 503 – Inpatient/Detention  
(Mental Health)

Unit Rate: \$856/day (nine clients)(\$19,088)

Observation Rate: \$38/hour (one client)(\$912)

**Effective: 11/01/12 to 12/31/12**

A MOTION WAS MADE BY WILLIAM BRENEMAN TO APPROVE THE TWO CONTRACTS AS PRESENTED. ROBERT LEE SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF EIGHT AYES, ONE ABSENT (MILDBRAND).

**Director's Report:** Ms. Fallos reported that she has been working on filling the vacancies at Human Services, attending various meetings, and will be meeting with Attorney Ken Schmiede regarding the change in Corporation Counsel, as Attorney Kristi Tlusty, who has been handling those duties for Human Services has recently been elected as the District Attorney for Taylor County. She also indicated that some of the Human Services Board members have asked about touring the Human Services building and that maybe the December meeting could be held at Human Services. Ms. Fallos concluded by stating that the 2011 Annual Report will be presented for Board approval at the December meeting.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, December 12, 2012 at 10 a.m. at the Taylor County Human Services Department.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY ROSE MADLON, TO ADJOURN. THE MEETING ADJOURNED AT 11:10 A.M. THE MOTION CARRIED.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – November 2012  
W-2 Caseload numbers/payments from 10/11 to 10/12  
Local Unemployment Rates – September 2012  
Job Descriptions for Clinical Services Coordinator and CSP Case Manager  
Professional Union Hourly Wage Sheet (1/1/11 to 12/31/12)  
Contracts/Addenda list

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**October 10, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Vice-Chairperson David Krug called the meeting to order at 10 a.m.

**Members Present:** Lori Willner, Scott Mildbrand, Roger Ewan, Vicki Duffy, Robert Lee, Rose Madlon, and David Krug.

**Members Absent:** William Breneman and Dave Bizer had excused absences.

**Other Attendees:** Peggy Kellnhofer, Amber Fallos, and Kathy Barr.

**Review and Approve Minutes from the September 5, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE SEPTEMBER 5, 2012 MEETING. SCOTT MILDBRAND SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** SCOTT MILDBRAND MADE A MOTION TO APPROVE THE CURRENT AGENDA CONTAINING 13 ITEMS. THE MOTION WAS SECONDED BY ROBERT LEE. THE MOTION CARRIED.

**Public Input:** There was no Public Input.

**Update on General Relief, Wisconsin Works (W-2), and Income Maintenance Consortium – Peggy Kellnhofer:** Economic Support (ES) Coordinator Peggy Kellnhofer provided handouts and reported that the W-2 Program had seven participants in August and six participants in September. Currently, there is a projected surplus in the W-2 Program. Ms. Kellnhofer stated that on October 22, she and Director Fallos will be meeting with Forward Services, the agency that will be administering Taylor County's W-2 Program, beginning on January 1, 2013.

Ms. Kellnhofer indicated that in the General Relief Program prescription medication costs were very high for the month of August, yet the program does have a projected surplus at this time.

Next, Ms. Kellnhofer reported that Taylor County's unemployment rate was at 7.0% for August. This figure is lower than in July of 2012 and August of 2011, when the rate was at 7.8%.

A chart was presented by Ms. Kellnhofer showing Northern IM Consortium Call Center data for the past three quarters, January through September 2012. She pointed out that some changes have been made to the Call Center which has resulted in increased call waiting times. These changes were made to allow more time for the Economic Support Specialists (ESS) to complete applications and renewals. Ms. Fallos added that according to state data, the Northern IM Consortium would need four additional Economic Support Specialists to be adequately staffed. It is hoped that the consortium's request of \$250,000 from the state will help to alleviate this staff shortage.

**Action on Filling Vacancies:** Ms. Fallos requested approval to refill two positions; the first is for an Ongoing Child and Family Case Manager. The Ongoing Child and Family Case Manager position became vacant when the social worker posted into the position of Child Protection Services (CPS) worker. Ms. Fallos explained that the Ongoing Child and Family Case Manager position is needed to work with children, juveniles and their families to try to maintain them in their homes following child abuse/neglect and/or delinquency issues, or to

try to reunite families if the child is placed in an out-of-home placement. This position also works closely with the court system. The other position requested to be filled is the Child Care/Economic Support Specialist. This employee has submitted her resignation, effective 12/28/12. Ms. Fallos stated that this position processes applications and related work for child care benefits in addition to working in the Northern IM Consortium by accessing/renewing benefits and processing documents. This position does require three months of thorough training. She indicated that if the position could be filled prior to the current employee leaving, it would cost the county an additional \$6,000 in county levy, with the remainder of the costs being covered by state funding. Ms. Fallos indicated that there is money available in the special contingency fund for this use. These positions have already been presented and approved by the Personnel Committee. A MOTION WAS MADE BY LORI WILLNER, SECONDED BY ROSE MADLON, TO APPROVE REFILLING THE POSITIONS OF ONGOING CHILD AND FAMILY CASE MANAGER AND CHILD CARE/ECONOMIC SUPPORT SPECIALIST. THE MOTION CARRIED.

**Discussion Regarding WCHSA:** Ms. Fallos explained the Wisconsin County Human Service Association (WCHSA), which is an association that represents county Community Programs, Social Service and Human Service agencies in the State of Wisconsin. Currently, Taylor County and one other county in the state are not members of WCHSA. Ms. Fallos explained that changes have been made with WCHSA and now each county that is a member has a voting right. She believed that it would be in the best interest of Taylor County to join WCHSA to ensure communication with the state on such issues as state statutes, regionalization of programs, consortium and Family Care. The annual membership fee for each county is \$300. A MOTION WAS MADE BY ROGER EWAN, SECONDED BY VICKI DUFFY, TO APPROVE JOINING THE WISCONSIN COUNTY HUMAN SERVICE ASSOCIATION. THE MOTION CARRIED.

**Discussion Regarding Agency Vehicle:** Ms. Fallos reported that currently the Human Services Department staff uses a 2005 Chevy Impala and a 2010 Ford Fusion for agency business. These cars are kept at the agency parking lot. The Chevy Impala has approximately 223,000 miles on it, and Human Services pays for all maintenance costs. The Ford Fusion is a county-owned vehicle and its costs are paid for by the county. Ms. Fallos indicated that staff does use these vehicles very frequently. She indicated there was approximately \$23,000 left in the special contingency fund which could be used to purchase another vehicle. Scott Mildbrand reported that it saves taxpayer dollars when staff uses county-owned vehicles instead of their own vehicle. He added that due to the high mileage on the Impala that possibly it could be kept for short-distance travel. After some discussion, the Board directed Ms. Fallos to meet with the Finance Committee regarding this issue and bring information from that meeting back to the next Human Services Board meeting.

**Update on ADRC Meeting:** Ms. Fallos reported she had met with Pam Parkkila, ADRC Regional Director. She explained that there is still some question on whether the ADRC or Human Services should be completing the functional screens. The ADRC completes the functional screen for Family Care counties; however, currently Taylor County does not have the Family Care Program. Ms. Fallos added that there have been various interpretations of the state statutes regarding this, and it will continue to be discussed. Dave Krug reported that an open house was held at the ADRC on October 9<sup>th</sup> with a good turnout, and he also invited the Board to attend a meeting of the ADRC Board which will be held on Monday, October 15.

**Action on Contracts and Addenda:** Two contracts and one addendum were presented for approval.



<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>CONTRACTS</u></b>			
<b>Circle of Love, LLC – C of L Havens (#12-LTS-19)</b> SPC 202.02 – Adult Family Home (4-bed) Unit Rate: \$211.16/day (24-hr day) (one client) <b>Effective: 9/17/12 to 12/31/12</b>	N/A	CIP II COP COP-W	\$ 22,595.00
<b>Friendship Ventures (#12-DD-46)</b> SPC 103 – Respite Unit Rate: \$322.50/day (24-hr day) (one client) <b>Effective 10/1/12 to 12/31/12</b>	N/A	CLTS	\$ 1,935.00

**ADDENDA**

<b>Janell, LLC – Goldenrod Family Home (#12-DD-34)</b> SPC 202.02 – Adult Family Home (3-4 bed) Unit Rate: \$325.00/day (24-hr day) (one client) <b>Effective: 10/1/12</b>	\$29,900.00	CIP IA	\$ 161,145.00
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A MOTION WAS MADE BY SCOTT MILDBRAND TO APPROVE THE TWO CONTRACTS AND ONE ADDENDUM AS PRESENTED. ROGER EWAN SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF SEVEN AYES, TWO ABSENT (BIZER, BRENEMAN).

**Director’s Report:** Amber Fallos updated the Board on staff changes. She indicated that an all staff meeting was held; the first in several years and she felt it went well. The Management Team continues to work on a policy manual for the department. Ms. Fallos indicated she and staff had met with Judge Knox-Bauer regarding permanency planning for children/juveniles who are placed outside of the parental home. She reported that changes have been made in permanency planning reviews and the department is looking for impartial individuals to serve on a committee to review the permanency plans that are created when children/juveniles are placed in foster homes, group homes, etc. Ms. Fallos concluded by stating that the Children and Family unit is looking toward all client records being stored on computer, as information continues to be entered into e-WISACWIS, the statewide, web-based automated child welfare system.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, November 14, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY ROBERT LEE TO ADJOURN. THE MEETING ADJOURNED AT 11 A.M. THE MOTION CARRIED.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – October 2012  
W-2 Caseload numbers/payments from 8/11 to 9/12  
Local Unemployment Rates – August 2012  
Call Center Information for Northern IM Consortium – 1/12 to 9/12  
Taylor County Human Services General Relief Report – September  
2012  
Considerations for Refilling of Positions  
Contracts/Addenda list

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**September 5, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 1 p.m.

**Members Present:** Robert Lee, Vicki Duffy, William Breneman, Roger Ewan, David Krug, Scott Mildbrand, Rose Madlon, and Dave Bizer. Lori Willner arrived at 1:05 p.m.

**Members Absent:** None

**Other Attendees:** Paul Thornton, Larry Brandl, Amber Fallos, and Kathy Barr.

**Review and Approve Minutes from the August 6, 2012, August 8, 2012, and August 8, 2012 (Public Hearing) meetings:** SCOTT MILDBRAND MADE A MOTION TO APPROVE THE MINUTES FROM THE MEETINGS OF AUGUST 6, 2012, AUGUST 8, 2012, AND AUGUST 8, 2012 (PUBLIC HEARING). ROGER EWAN SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** DAVID KRUG MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY WILLIAM BRENEMAN. THE MOTION CARRIED.

**Public Input:** Black River Industries (BRI) Director Paul Thornton reported that they have received a new bus through a Department of Transportation grant. This bus has the capability to seat 12 people and two wheelchairs. He added that although lawn care work has slowed down due to the dry weather, sewing orders have been very busy. Black River Industries continues with their shredding of confidential documents service and Mr. Thornton reported that Human Services still has \$1,030 credit remaining on their account for shredding old documents. He concluded by stating that they are re-siding the south and west sides of the Black River Industries building this year.

**Update on General Relief, Wisconsin Works (W-2), and Income Maintenance Consortium – Peggy Kellnhofer:** Director Amber Fallos reported that Economic Support (ES) Peggy Kellnhofer would not be attending the meeting since the Board meeting was a week earlier than usual and the reports for Economic Support (ES) were not available. Ms. Fallos stated that it continues to be extremely busy in Income Maintenance. The consortia is focusing on trying to shorten the telephone time (currently 5-10 minutes) that consumers wait until they talk to a case worker.

Ms. Fallos reported that in the area of General Relief, medical (prescription medication) costs continue to remain quite high. This is due primarily to Family Health Center not taking new clients, with a waiting list at approximately 1900 individuals.

**Action on Filling Vacancies:** Ms. Fallos informed the Board that one of the Child Protection Services (CPS) workers has been hired as the Children and Family Services Coordinator, and one of the Ongoing Child and Family Case Manager workers has just turned in her resignation. Ms. Fallos also reported that her former position (Clinical Services Coordinator) is vacant, and she told the Board that after a considerable amount of thought, she believed the Clinical Services Coordinator position should remain as it is with the same duties. She then presented to the Board some of the reasons why these positions should be filled, including the necessity to have more than one CPS worker to investigate child maltreatment referrals, an ongoing child and family case manager to work with children and juveniles to try to maintain them in their homes following child abuse/neglect and/or delinquency issues, and a Clinical Services Coordinator, which is required in order for the Human Services Department to continue to have a certified mental health and alcohol

and other drug treatment clinic. Counseling services are also provided by the Clinical Services Coordinator, which generates revenue for the Human Services Department. A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROGER EWAN, TO APPROVE FILLING THE POSITIONS OF CLINICAL SERVICES COORDINATOR, CHILD PROTECTION SERVICES WORKER, AND ONGOING CHILD AND FAMILY CASE MANAGER. THE MOTION CARRIED.

**Review and Approve Proposed 2013 Budget:** Director Fallos explained how the budget was compiled. As reported last month, department heads were instructed by county officials to budget a zero percent increase for their proposed 2013 budgets. She reviewed with the Board key areas of the proposed budget. For several years, the State of Wisconsin has not provided counties with an inflationary increase to Community Aids funding. This, coupled with the increased cost of services, has negatively affected county budgets. Community Aids money can be used for an array of services since it is non-earmarked funding. Ms. Fallos continued by stating that another underfunded area of the budget is in Youth Aids, money that is used to pay for prevention and correctional placements. A few years ago the State of Wisconsin significantly increased the cost for court-ordered placements at state juvenile correctional facilities such as Lincoln Hills. The proposed 2013 budget has no revenue to pay for even one placement at Lincoln Hills. She continued by stating that the proposed 2013 budget contains estimates based on actual 2012 costs for salary and benefits, and only longevity wage increases. Next, Ms. Fallos discussed several areas of the proposed budget that continue to be underfunded, including mental health institute placements, placements at an institute for mental disease (IMD), and child caring institutional placements. Another mandated program, the Birth to Three Program, also continues to be underfunded.

She indicated that there has been an increase in the number of court-ordered commitments of people with mental illness, with many of these individuals never having prior contact with the agency. She provided several handouts for the budget, explaining that the Long-Term Support budget had increased from 2012 to 2013 due to counties with the Family Care Program making waiver slots more available for clients in non-Family Care counties.

Ms. Fallos explained to the Board that last year major changes were made to the Income Maintenance program, including FoodShare and Medicaid programs, by the State of Wisconsin. Counties were required to form no more than 10 consortia around the state. In addition to this, the funding allocation was decreased statewide and smaller, rural counties, including Taylor, suffered a 34% reduction in funding. In an attempt to offset this, the Northern Consortium is asking the State for \$250,000 in additional funding. Ms. Fallos also stated that Taylor County is mandated by the Department of Health Services (DHS) to pay at least \$73,708 annually in county levy toward Income Maintenance administration.

Ms. Fallos then reported that the State of Wisconsin has made changes in the administration of the W-2 program beginning January 1, 2013. The program will be operated by 10 regional consortia, four in Milwaukee and six in the remainder of the state. Taylor County was assigned to the North Central geographical area, along with 16 other counties. Forward Services, a private entity, was granted the bid to operate the W-2 program for some of the areas, including the North Central geographical area. Ms. Fallos explained that there are no W-2 program revenues or expenditures budgeted in the 2013 proposed budget, resulting in reduction in revenue of \$95,958 in the Economic Assistance budget. A portion of this money that was to be used for salaries will be paid for by IM Consortium funding and Fuel Assistance administration funding.

Next, Ms. Fallos indicated that the \$86,000 budgeted for 2012 for the Woodland Services Coalition will remain the same in the proposed 2013 budget. This will allow the continuation of county residents to be placed at the Clark County Health Care Center.

In summary, the requested county levy for the proposed 2013 budget is \$955,287. This is

6.7% less than the county levy request in 2012. This decrease is attributed to \$68,790 in a special contingency fund line item that had been set up in 2012 for possible staffing changes. The proposed budget also incorporates a transfer from the fund balance of \$119,522.

A MOTION WAS MADE BY SCOTT MILDBRAND, SECONDED BY ROBERT LEE, TO APPROVE THE PROPOSED 2013 BUDGET AND FORWARD IT TO THE FINANCE COMMITTEE/BUDGET REVIEW COMMITTEE. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF NINE AYES.

**Update on Woodland Enhanced Health Services:** Dave Bizer reported that he had attended a meeting at the Clark County Health Care Center regarding the Woodland Enhanced Health Services Commission. Taylor County is a member of this commission along with the counties of Douglas, Florence, Rusk, Portage, Chippewa, Eau Claire, Wood and Barron. This intergovernmental commission was formed at the request of Clark County, as Taylor County and other nearby counties have residents, most of them who are protectively placed, at the Clark County Health Care Center. Medicaid covers the majority of this cost except for approximately \$40 per day, which had been paid for in the past by Clark County. Currently, the cost is \$25 per day for each client already at Clark County Health Care Center and \$40 per day for each new client. Mr. Bizer reported as of June there are five protectively placed Taylor county residents at the Clark County Health Care Center. Ms. Fallos added that each of those individuals have a high level of care.

**Action on Contracts and Addenda:** There were no contracts or addenda presented.

**Director's Report:** Ms. Fallos reported that she has spent a lot of time working on the proposed 2013 budget. She stated she will be meeting with the Aging and Disability Resource Center (ADRC) director, and an open house of the ADRC is scheduled for October 9<sup>th</sup>. She reported that the Western Income Maintenance Consortium and the Northern Income Maintenance Consortium will be requesting \$150,000 and \$250,000, respectively, from the State of Wisconsin to maintain their operations, as the State's funding formula for the consortia favored urban counties over rural counties. She also stated that she will be implementing a new training manual and handbook for staff.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, October 10, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY SCOTT MILDBRAND, TO ADJOURN AT 1:50 P.M. THE MOTION CARRIED.

Handouts distributed:           Expenditure Budget Worksheet/Revenue Budget Worksheet  
  Considerations Regarding the Proposed 2013 Budget for Human  
  Services  
  2013 Budget Summary and Comparison  
  Comparison of County Levy  
  Considerations for the refilling of positions  
  Taylor County Human Services General Relief Report – 8/2012

Respectfully submitted:

Kathy Barr  
for

Rose Madlon, Secretary

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**August 8, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 2 p.m.

**Members Present:** Scott Mildbrand, Lori Willner, David Krug, Rose Madlon, Robert Lee, Roger Ewan, William Breneman, Vicki Duffy, and Dave Bizer.

**Members Absent:** None

**Other Attendees:** Paul Thornton, Peggy Kellnhofer, Amber Fallos, and Kathy Barr.

**Review and Approve Minutes from the July 11, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE JULY 11, 2012 MEETING. DAVID KRUG SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** SCOTT MILDBRAND MADE A MOTION TO APPROVE THE CURRENT AMENDED AGENDA. THE MOTION WAS SECONDED BY ROBERT LEE. THE MOTION CARRIED.

**Public Input:** There was no Public Input.

**Update on General Relief, Wisconsin Works (W-2), and Income Maintenance Consortium – Peggy Kellnhofer:** Economic Support (ES) Coordinator Peggy Kellnhofer reported on the regional consortia that are being formed to operate the W-2 Program. Forward Services, located in Green Bay, will be operating the W-2 Program for several counties, including Taylor. Other counties in that consortia are Adams, Green Lake, Juneau, Langlade, Lincoln, Marquette, Marathon, Menominee, Oneida, Portage, Price, Shawano, Waupaca, Vilas, Waushara, and Wood. Ms. Kellnhofer stated that the W-2 case managers spend a lot of time with W-2 participants to overcome employment barriers and she is concerned that some clients will not receive the services they need with the change.

Ms. Kellnhofer then presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. In the month of July, six individuals participated in the W-2 program.

Ms. Kellnhofer discussed the General Relief Report and pointed out that medical (prescription medications) costs continue to rise. She is concerned about the increasing costs and possible trend that may be occurring. Amber Fallos added, however, that the cost for psychotropic medications is substantially less than the cost of an inpatient hospitalization.

Next, Ms. Kellnhofer distributed information on unemployment numbers for the month of June. Taylor County's unemployment rate was at 8.0%, Wisconsin's unemployment rate was at 7.0%, and the national rate was at 8.2%.

Ms. Kellnhofer reported that the funding that is associated with the W-2 program will also end when Taylor County becomes part of the consortia. This amount will be approximately \$30,000; however, this funding is eligible for a 50/50 match, which means if Taylor County were willing to contribute \$15,000, Human Services could receive \$15,000 from the federal government. She indicated that the Northern Income Maintenance Consortium is intending to ask the State for \$250,000 in additional funding for counties in the Northern Consortium. Ms. Kellnhofer stated that without the W-2 Program, case workers will still have a full workload determining eligibility for the other programs in Income Maintenance and child care. She also asked the Board if they wanted to continue to receive the number of

applications processed from the Northern Income Maintenance Consortium and the statistics from the Call Center. Ms. Kellnhofer reported that on August 2, 2012 the Call Center was closed for four hours in order for workers to process the 912 cases with documents. The workers were able to process 510 cases.

**Discussion regarding Board priorities for 2013 budget:** Ms. Fallos told the Board that County Department Heads were instructed to budget a zero percent increase for their 2013 budgets, and she asked the Board what their priorities are for the coming year. She indicated that the State’s funding allocations are not available to counties prior to the budget preparation which makes it more difficult to compile.

There was also some discussion on the construction of a homeless shelter in Taylor County. Ms. Kellnhofer offered to invite Kim from the Indianhead Community Action Agency to speak about this issue.

**Approve Resolution for Sue Hady:** Dave Bizer read the resolution that had been prepared for Sue Hady, who recently retired as Human Services Director. A MOTION WAS MADE BY DAVID KRUG, SECONDED BY WILLIAM BRENNEMAN, TO APPROVE THE RESOLUTION AS READ. THE MOTION CARRIED.

**Action on Filling Vacancies:** Ms. Fallos reported interviews will be on Monday, August 13, 2012 for the two Long-Term Support case manager positions, and interviews will also be scheduled in the near future for the Children and Family Services Coordinator position.

**Action on Contracts and Addenda:** Two addenda were presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>CONTRACTS</u></b>			
<b>Have a Heart, Inc.</b> <b>(#12-DD-33)</b> SPC 103 – Respite Care Unit Rate: \$160/day (24-hr) (one client) <b>Effective: 8/1/12 to 12/31/12</b>	N/A	CLTS	\$ 3200.00
<b>Indianhead Community Action Agency, Inc.</b> <b>(#12-CFS-06)</b> In-Home Parent Education Unit Rate: \$30/hour - 18 families (\$9300) Family Visitation Unit Rate: \$25/visit - 10 families (\$2575) Mileage: \$.50/mile (\$1500) In-Home Parent Education/W-2 Unit Rate: \$30/hr. (\$6000) <b>Effective: 8/1/12 to 12/31/12</b>	N/A	Safe and Stable Families W-2	\$ 19,375.00



<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>ADDENDA</u></b>			
<b>Aurora Residential Alternatives, Inc. (#12-DD-37)</b> SPC 202.02 – Adult Family Home Unit Rate: \$199/day (24-hr. day) (one client) <b>Effective: 7/23/12 to 12/31/12</b> (\$32,437) SPC 202.02 – Adult Family Home Unit Rate: \$221.75/day (24-hr. day) (\$28,162.25) (one client) <b>Effective: 8/27/12 to 12/31/12</b>	\$60,599.25	CIP II	\$ 120,080.25
<b>Mid State Independent Living (#12-DD-50)</b> SPC 103 –Respite Care Unit Rate: \$256/day (24-hr)(one client) <b>Effective: 7/24/12 to 12/31/12</b>	\$ 5120.00	CLTS	\$ 16,360.00
<b>Lutheran Social Services of WI &amp; Upper MI, Inc. (#12-MH-01)</b> SPC 103 – Respite Care Unit Rate: \$90/day (24-hr) (one client)(\$1800) Children’s Foster Home/Treatment Home Unit Rate: \$3,876.46/month (one client) (\$19,383) <b>Effective: 7/17/12 to 12/31/12</b>	21,183.00	CYF CLTS	\$ 46,043.00
<b>Lutheran Social Services of WI &amp; Upper MI, Inc. (#12-MH-01)</b> Parent Supervised Visitation Unit Rate: \$13/15 minute unit (6 hours/month) (one client) <b>Effective: 7/1/12</b>	\$ 1872.00	Youth Aids	\$ 47,915.00
<b>COHO, LLC (#12-DD-52)(CBRF contract)</b> SPC 103 – Respite Care Unit Rate: \$146.63/day (24-hr) (one client) (\$2933) SPC 506 – CBRF Unit Rate: \$2300/month (one client) (\$9200) <b>Effective: 8/1/12 to 12/31/12</b>	\$12,133.00	CIP IB	\$ 37,093.00

A MOTION WAS MADE BY ROGER EWAN TO APPROVE THE TWO CONTRACTS AND FIVE ADDENDA AS PRESENTED. LORI WILLNER SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF NINE AYES.

**Director's Report:** Amber Fallos reported that it has been very busy at Human Services, and she is looking forward to a positive working relationship with the Aging and Disability Resource Center (ADRC) social workers who are former employees of the Human Services Department. Ms. Fallos also reported that permanency plans in the Children's unit will be done regionally which will require much more staff time and additional training.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, September 5, 2012 at 1 p.m. in the Community Center at the Taylor County Fairgrounds.

**Closed Session (Amended item):** A MOTION WAS MADE BY SCOTT MILDBRAND, SECONDED BY DAVID KRUG, AT 3 P.M. TO GO INTO CLOSED SESSION PURSUANT TO WISCONSIN STATE STATUTES, SECTION 19.85(1)(c), FOR THE PURPOSE OF CONDUCTING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA FOR HUMAN SERVICES DIRECTOR. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF NINE AYES.

**Open Session (Amended item):** IT WAS MOVED BY KRUG, SECONDED BY MILDBRAND TO GO INTO OPEN SESSION AT 3:45 P.M. A UNANIMOUS VOTE CAST, THE MOTION CARRIED.

IT WAS MOVED BY KRUG, SECONDED BY EWAN, TO HIRE AMBER FALLOS AS HUMAN SERVICES DIRECTOR AT A STARTING SALARY OF \$70,020.00 WITH A ONE-YEAR PROBATIONARY PERIOD IN THIS POSITION EFFECTIVE AUGUST 9, 2012. A UNANIMOUS VOTE CAST, THE MOTION CARRIED.

**Adjournment:** IT WAS MOVED BY EWAN, SECONDED BY WILLNER, TO ADJOURN AT 3:50 P.M. A UNANIMOUS VOTE CAST, THE MOTION CARRIED.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – August 2012  
W-2 Caseload numbers/payments from 7/11 to 7/12  
Local Unemployment Rates – June 2012  
Taylor County Human Services General Relief Report – July 2012

Respectfully submitted:

Kathy Barr/Marie Koerner (Closed Session)  
for  
Rose Madlon, Secretary

**TAYLOR COUNTY HUMAN SERVICES BOARD - PUBLIC HEARING**  
**August 8, 2012**  
**Community Center – Taylor County Fairgrounds**

**Call Meeting to Order:** The Public Hearing on the 2013 Plan and Budget for the Taylor County Human Services Department was held on Wednesday, August 8, 2012 in the Community Center at the Taylor County Fairgrounds. The public hearing was called to order by Chairperson Dave Bizer at 1:05 p.m.

**Members Present:** Members in attendance were Roger Ewan, Robert Lee, Vicki Duffy, William Breneman, David Krug, Lori Willner, Scott Mildbrand, Rose Madlon, Dave Bizer.

**Members Absent:** None

**Human Services staff:** Peggy Kellnhofer, Amber Fallos, and Kathy Barr.

**Introduction to Public Hearing – Amber Fallos, Human Services Interim Director and Dave Bizer, Human Services Board Chair:** Chairperson Bizer welcomed the individuals in attendance and introduced Amber Fallos who has been hired as interim director. Ms. Fallos also welcomed everyone and thanked them for attending the public hearing. She explained that the public hearing is the start of the budget process and that Taylor County is one of the few counties in Wisconsin that chooses to conduct a public hearing which allows both consumers and providers to express their appreciation for services and ask for the county's continued financial support. The Board then introduced themselves.

**Human Services Conducts Public Hearing for Year 2013 Plan and Budget:** Next, Chairperson Bizer read the names of the individuals who indicated they wished to give oral testimony. Those that provided the oral testimony were: Vic Schiszik, Tina Clark, Darlene Nowak, Doreen Fierke, Rachael Loucks (provided a handout), Nancy Campbell-Kelz (provided a handout), Judy Kraft, Richard Stewart, Kasey Clark, Paul Thornton, Chris, Chris Klieforth, Mark Schiltz, Don, Lisa, Kevin Gallistel, Matthew, Chad Brost, Ron, Seth Ewoldt, Molly Tomczak, Kris Porter (provided a handout), Marlene Czarnecki, Tanya, Sarah Olson, Danny Peterson, Sue Nuernberger, and Kris McMurry.

The oral testimony provided support for funding for programs for the developmentally disabled, including services provided by Black River Industries, vocational services, respite care, day services, and family support program services. Other testimony was provided in support of returning local control to counties, supportive home care and personal care to assist residents to remain living in their own home, children and family services, and the aging and disability resource center (ADRC).

Other individuals who were present, but who did not give oral or written testimony included Renee Dassow, John Gallistel, Gail Obschering, Diane Niggemann, Clyde Schaefer, Mark Long, Elizabeth Balle, Karen Suhr, Diane Korinek, Beverly Hamm, Barbara Krizan, Erin Meyer, William Fuchs, Monte, Joseph, George Tyznik, and Cindy.

**Closing Comments** – Ms. Fallos thanked those in attendance for their input, which will be taken into consideration by the Human Services Board during the 2013 budget process.

CHAIRPERSON BIZER ADJOURNED THE PUBLIC HEARING AT 1:50 P.M.

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **Human Services Board Meeting**

August 6, 2012

Ground Floor Conference Room

**Call Meeting to Order:** Dave Bizer called the meeting to order at 1:05 p.m.

**Members Present:** Dave Bizer, David Krug, Robert Lee, Scott Mildbrand, Bill Breneman, Roger Ewan, Vicky Duffy, Lori Willner

**Members Absent:** Rose Madlon

**Other Attendees:** Marie Koerner, Larry Brandl

**Approve Agenda.** A motion was made by Ewan, seconded by Breneman, to approve the agenda with five items. A unanimous vote cast, the motion carried.

**Closed Session.** A motion was made by Mildbrand, seconded by Krug, at 1:10 p.m. to go into closed session pursuant to Wisconsin State Statutes, Section 19.85 (1)(c), for the purpose of conducting employment, promotion, compensation or performance evaluation data for Human Services Director. A roll call vote cast, eight (8) voting aye, one (1) absent (Madlon), the motion carried.

**Open Session.** A motion was made by Krug, seconded by Ewan, to go into open session at 2:55 p.m. A unanimous cast, the motion carried.

It was moved by Krug, seconded by Mildbrand, to offer the Human Services Director position to Amber Fallos at a starting salary of \$67,103.00 with a six-month probation period. A unanimous vote cast, the motion carried.

**Adjournment.** A motion was made by Ewan, seconded by Breneman, to adjourn at 3:00 p.m. A unanimous vote cast, the motion carried.

**Secretary:** Marie Koerner

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**July 11, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10 a.m.

**Members Present:** Roger Ewan, Vicki Duffy, Robert Lee, Bill Breneman, Lori Willner, Dave Krug, Scott Mildbrand, Rose Madlon, and Dave Bizer.

**Members Absent:** None

**Other Attendees:** Stacey Reick, Peggy Kellnhofer, Interim Director Amber Fallos, and Kathy Barr.

**Review and Approve Minutes from the June 13, 2012 meeting:** DAVID KRUG MADE A MOTION TO APPROVE THE MINUTES FROM THE JUNE 13, 2012 MEETING. SCOTT MILDBRAND SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** ROGER EWAN MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY BILL BRENEMAN. THE MOTION CARRIED.

**Public Input:** Bill Breneman offered an apology to the Human Services Board's Executive Committee of Dave Bizer, David Krug and Rose Madlon. Mr. Breneman explained that at the Human Services Board's June meeting he had stated that the entire Human Services Board, not just the Executive Committee should have interviewed for the interim director position. He stated that at the time he thought it was the county's Executive Committee doing the interviewing when; in fact, it was the Human Services Board Executive Committee.

Black River Industries (BRI) Business Manager Stacey Reick reported the lawn crews are extremely busy as is the sewing work for the Department of Corrections. She added that the golf outing that BRI had last month was very successful. Next, Ms. Rieck distributed information on the appointment of Alan Rock as the new Executive Director of Catholic Charities Bureau, Inc., replacing longtime Executive Director Brian Soland. Mr. Rock will begin his new appointment on January 10, 2013.

**Update on General Relief, W-2, and Income Maintenance Consortium – Peggy Kellnhofer:** Economic Support (ES) Coordinator Peggy Kellnhofer reported that she will be meeting with Gary Mertig, Regional Administrator of the Department of Children and Families regarding the closure of the Medford Job Center. Human Services has a contract with Northwest Wisconsin CEP, Inc. for the W-2/FSET (FoodShare Employment and Training) program at the Job Center. She has contacted Northwest Wisconsin CEP, Inc. and waiting for a return call. It is anticipated that one person will be employed at the Job Center for two days per week. Previously, the Job Center was open five days per week, employing three individuals.

Ms. Kellnhofer then presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. In the month of June, five individuals participated in the W-2 program; all five are in the W-2T (having several barriers to employment) positions. Also in the month of June, the General Relief Program continues to have the highest costs in the area of shelter and medical. She reported that there continues to be a long waiting list for Family Health Center, a program that assists low-income individuals and families with affordable health care coverage.

Next, Ms. Kellnhofer distributed information on unemployment numbers for the month of May. Taylor County's unemployment rate was at 7.7%, Wisconsin's unemployment rate was at 6.8%, and the national rate was at 8.2%.

Northern Income Maintenance Consortium information was given by Peggy Kellnhofer for the month of June: 1951 applications were processed, with 95% of them being processed in a timely manner; 122 FoodShare priority applications were taken, with 90% processed in a timely manner, and 1204 BadgerCare (medical) applications were processed, with 94% of them processed in a timely manner. Additionally, 1679 reviews were processed in June; 97.44% of those were processed in a timely manner. There were 518 six-month review forms turned in, with 97.3% of those being processed in a timely manner.

Ms. Kellnhofer then presented the Board with statistics from the Call Center. For the month of June, the Call Center received 12,046 calls for the consortium, compared to the month of May with 11,257 calls, and April when 10,225 calls were received. The average speed for answering a call was 10.99 minutes, the talk time averaged 5.74 minutes and the longest wait time was 29.45 minutes. Scott Mildbrand asked if other counties in the consortia filled vacancies when workers resign or retire. Ms. Kellnhofer replied that the positions are filled, as a contract had been signed with Wood County to ensure that counties provide required hours. Ms. Kellnhofer added that beginning June 1, 2012 the consortia has divided workers into four groups: Call Center staff, Hit Squad, Intake Staff and Renewal Team. This is in an effort to improve service delivery.

**Approve 2013 Plan for Budget and Planning Process:** The Public Participation and Planning Process for the 2013 Budget was reviewed. Amber Fallos explained the involvement by the public in the public participation and planning process for the Human Services Department's annual budget. A MOTION WAS MADE BY SCOTT MILDBRAND TO APPROVE THE PUBLIC PARTICIPATION AND PLANNING PROCESS FOR THE 2013 BUDGET BY CONDUCTING A PUBLIC HEARING. ROBERT LEE SECONDED THE MOTION. THE MOTION CARRIED. THE PUBLIC HEARING IS SCHEDULED FOR WEDNESDAY, AUGUST 8, 2012 AT 1 P.M. AT THE COMMUNITY CENTER AT THE TAYLOR COUNTY FAIRGROUNDS.

**Action on Filling Vacancies (Amended item):** Amber Fallos explained that two social workers from the Long-Term Support (LTS) unit have accepted employment at the Aging and Disability Resource Center (ADRC). She distributed information showing the cost of nursing home care versus the cost of care for individuals living at home who receive services through the Community Options Program (COP) – Waiver. The cost of nursing home care is considerably higher than the cost for services received through the COP Waiver. Individuals are assessed by the LTS workers and must meet a functional screen in order to be eligible to receive waiver-funded services in their home. A nursing home level of care has to be met in order for an individual to be eligible for COP-Waiver services. Ms. Fallos indicated that the State requires counties to have a certain number of hours available by workers per month for COP-Waiver clients. Currently, with five LTS workers, Taylor County just meets the number of hours required to retain the COP-W program. There was also some discussion about the ADRC's role and the impact that Family Care will have on positions at Human Services. A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROGER EWAN, TO APPROVE FILLING THE TWO VACANT LONG-TERM SUPPORT SOCIAL WORKER POSITIONS. THE MOTION CARRIED.

**Action on Contracts and Addenda:** Two addenda were presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>ADDENDA</u></b>			
<b>Paddington Station            (#12-DD-04)</b> SPC 203 – Children’s Treatment Foster Care Unit Rate: \$4495/month (\$516) \$3605/month (\$420) (one client) SPC 112.55 – Special Medical and Therapeutic Supplies Unit Rate: \$500/year (one client) <b>Effective: 7/1/12 to 12/31/12</b>	\$1200.00	Children’s Long-Term Support Waiver	\$ 53,924.00
<b>Almost Home Again, LLC            (#12-MH-12)</b> SPC 506 – CBRF Unit Rate: \$35/day (four clients) <b>Effective: 6/11/12 to 12/31/12</b>	None	Community Aids	\$123,735.00 (Same Total)

A MOTION WAS MADE BY DAVID KRUG TO APPROVE THE ADDENDA AS PRESENTED. LORI WILLNER SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF NINE AYES.

**Director’s Report:** Amber Fallos, Interim Director introduced herself and gave a brief overview of her work history at Human Services.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, August 8, 2012 at approximately 2 p.m., following the Public Hearing at 1 p.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY ROSE MADLON, SECONDED BY SCOTT MILDBRAND, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 10:45 a.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – July 2012  
 W-2 Caseload numbers/payments from 6/11 to 6/12  
 Local Unemployment Rates – May 2012  
 Taylor County Human Services General Relief Report – June 2012  
 Long-Term Support – Assessment/Functional Screen – waiver and nursing home comparison

Respectfully submitted:

Kathy Barr  
 for  
 Rose Madlon, Secretary



## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**June 13, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10 a.m.

**Members Present:** Scott Mildbrand, Rose Madlon, David Krug, Bill Breneman, Vicki Duffy, Robert Lee, Roger Ewan, and Dave Bizer.

**Members Absent:** Lori Willner (Excused)

**Other Attendees:** Paul Thornton, Larry Brandl, Peggy Kellnhofer, Sue Hady, and Kathy Barr.

**Review and Approve Minutes from the May 9, 2012 meeting:** SCOTT MILDBRAND MADE A MOTION TO APPROVE THE MINUTES FROM THE MAY 9, 2012 MEETING. ROGER EWAN SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** DAVID KRUG MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY BILL BRENEMAN. THE MOTION CARRIED.

**Public Input:** Black River Industries (BRI) Director Paul Thornton introduced himself to the new Board members. He reported that April and May have been the busiest ever for the BRI lawn crews, and production work has increased with several companies. BRI is also in the process of planning for the annual golf tournament scheduled for June 22. Mr. Thornton concluded by expressing appreciation to Sue Hady for the work she has done with BRI throughout her career. He stated Ms. Hady is fiscally knowledgeable and has always been a staunch advocate for individuals with developmental disabilities.

**Update on General Relief, W-2, and Income Maintenance Consortium – Peggy Kellnhofer:** Economic Support Coordinator (ES) Peggy Kellnhofer presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. In the month of May, five individuals participated in the W-2 program; four in the W-2T (having several barriers to employment) slot and one individual is in a CMC (caring for newborns or the 12-week maternity benefit) slot. Ms. Kellnhofer added that she anticipates a surplus for W-2 by the end of 2012. Looking at the General Relief Program for the month of May, Ms. Kellnhofer indicated that there was slightly over \$1,000 in expenditures for shelter and medical costs.

Ms. Kellnhofer then presented information on unemployment numbers. For April, Taylor County's unemployment rate was at 8.1%, Wisconsin's unemployment rate was at 6.7%, and the national rate was at 8.1%. Taylor County's unemployment rate had been higher in March at 9.5% and was 9.4% one year ago.

Next, Ms. Kellnhofer reported on the Northern Income Maintenance Consortium. In the month of May, 2033 new applications were processed, with 95% of them being processed in a timely manner; 106 FoodShare priority applications were taken, with 91% processed in a timely manner, and 1313 BadgerCare (medical) applications were processed, with 94% of them processed in a timely manner. Additionally, 1566 reviews were processed in May; 97% of those were processed in a timely manner. There were 574 six-month review forms turned in, with 96.52% of those being processed in a timely manner. Ms. Kellnhofer added that the consortium was meeting state guidelines with these processing times.

Ms. Kellnhofer then presented the Board with statistics from the Call Center. For the month of May, the Call Center received 11,257 calls for the consortium, compared to the month of April with 10,225 calls, and March when 11,379 calls were received. The average speed for answering a call was 6.14 minutes, the talk time averaged 5.39 minutes and the longest

wait time was 25 minutes. Ms. Kellnhofer also told the Board that another county employee has posted into the Economic Support Specialist position and will begin on June 25.

**Action on Filling Vacancies:** Dave Bizer discussed Sue Hady’s resignation/retirement and the recent retirement of Deputy Director/Children and Family Services Coordinator Craig Alwin. Since Sue Hady became Human Services Director in 1990, over one million dollars of unspent money from the Human Services Department’s operational budget has been returned to the county general fund. Mr. Bizer explained that the Executive Committee of the Human Services Board had interviewed four Human Services employees for interim director. He stated that Amber Fallos was chosen as the interim director and Mr. Bizer asked for Board approval on this decision. A MOTION WAS MADE BY ROGER EWAN, SECONDED BY SCOTT MILDBRAND, TO APPROVE THE SELECTION OF AMBER FALLOS AS INTERIM DIRECTOR UNTIL A PERMANENT DIRECTOR IS HIRED. THE MOTION CARRIED. Larry Brandl stated that it is important to select a Human Services Director with strong financial/fiscal management abilities since the director compiles the budget, citing that unlike other human services departments in the state, Taylor County does not have a financial manager. Sue Hady distributed copies of the Wisconsin State Statute concerning powers and duties of county human services boards and county human services directors in certain counties. Sue Hady told the Board that in her 21 years as Human Services Director she has spent a considerable amount of time compiling the budget, and believed it is the Human Services director’s responsibility and not the county’s accountant.

A MOTION WAS MADE BY DAVID KRUG, SECONDED BY SCOTT MILDBRAND, TO APPROVE HIRING A PERMANENT HUMAN SERVICES DIRECTOR AND CHILDREN AND FAMILY SERVICES COORDINATOR. THE MOTION CARRIED. The deputy director will be chosen by the permanent director.

A MOTION WAS THEN MADE BY DAVID KRUG AND SECONDED BY ROGER EWAN, TO RELUCTANTLY ACCEPT SUE HADY’S RESIGNATION/RETIREMENT. A VOICE VOTE WAS TAKEN. THE MOTION CARRIED AND MS. HADY’S RESIGNATION WAS ACCEPTED.

**Review/Approve Resolutions Concerning Eileen Mundt and Craig Alwin:** Dave Bizer read the resolutions that had been prepared for recent retirees Eileen Mundt and Craig Alwin. A MOTION WAS MADE BY BILL BRENEMAN, SECONDED BY ROBERT LEE, TO APPROVE THE RESOLUTIONS FOR EILEEN MUNDT AND CRAIG ALWIN AS PRESENTED. THE MOTION CARRIED.

**Action on Contracts and Addenda:** Two contracts and one addendum were presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>CONTRACTS</u></b>			
<b>Keith and Vicky Westaby Adult Family Home (#12-DD-29) SPC 103.22 – Residential Respite Care Unit Rate: \$65/day (24-hr. day) (one client) <b>Contract effective: 6/1/12 to 12/31/12</b></b>	N/A	CIP IB	\$ 910.00

<b>Aurora Community Health, Inc.</b> <b>(#12-LTS-07)</b> SPC 300 – Skilled Nursing Unit Rate: \$40.31/medication set-up visit (one client)	N/A	Community Aids Elder Abuse funds	\$ 656.00
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**ADDENDUM**

<b>Laura Neubauer Adult Family Home</b> <b>(#12-DD-22)</b> SPC 103.22 – Residential Respite Care Unit Rate: \$100/day (24-hr. day) (one client) <b>Effective: 7/1/12 to 12/31/12</b>	\$1200.00	CIP II Relocation	\$ 25,680.00
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A MOTION WAS MADE BY SCOTT MILDBRAND TO APPROVE THE CONTRACTS AND ADDENDUM AS PRESENTED. VICKI DUFFY SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF EIGHT AYES, ONE ABSENT (WILLNER).

**Director's Report:** Sue Hady reported that she has attended 257 consecutive Human Services Board meetings. She informed the Board that the 2012 budget has adequate revenue to meet agency expenses through the end of 2012. Ms. Hady also informed the Board that the special contingency line item should be subtracted from the base 2012 county levy request for 2013.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, July 11, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

Larry Brandl thanked Sue Hady for her hard work over the past years, often working through challenging issues, and keeping the county's best interest in mind.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY ROSE MADLON, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 11:10 a.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – June 2012  
W-2 Caseload numbers/payments from 5/11 to 5/12  
Local Unemployment Rates – April 2012  
Wisconsin State Statute – Social Services 46.23

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **Human Services Executive Board Meeting**

June 11, 2012

Human Services Building

**Call Meeting to Order:** Dave Bizer called the meeting to order at 9:30 a.m.

**Members Present:** Dave Bizer, David Krug, Rose Madlon

**Members Absent:** None

**Other Attendees:** Marie Koerner

**Closed Session.** A motion was made by Krug, seconded by Madlon, at 9:31 a.m. to go into closed session pursuant to Wisconsin State Statutes, Section 19.85 (1)(c), for the purpose of conducting employment, promotion, compensation or performance evaluation data for Human Services Interim Director. A roll call vote cast, three (3) voting aye, the motion carried.

**Open Session.** A motion was made by Krug, seconded by Madlon, to go into open session at 12:05 p.m. A unanimous cast, the motion carried.

It was moved by Madlon, seconded by Krug, to appoint Amber Fallos as acting Human Services Director in Sue Hady's absence with a \$3.00/hour increase in salary until a Human Services Director is appointed. Two (2) voting aye, one (1) voting no (Bizer), the motion carried. The full Human Services Board and Personnel Committee do need to approve this appointment.

**Adjournment.** A motion was made by Madlon, seconded by Krug, to adjourn at 12:45 p.m. A unanimous vote cast, the motion carried.

**Secretary:** Marie Koerner

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**May 9, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10 a.m.

**Members Present:** Roger Ewan, Robert Lee, Lori Willner, Bill Breneman, Vicki Duffy, David Krug, Scott Mildbrand, Rose Madlon, and Dave Bizer.

**Members Absent:** None

**Other Attendees:** Peggy Kellnhofer, Sue Hady, and Kathy Barr.

**Review and Approve Minutes from the April 11, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE APRIL 11, 2012 MEETING. DAVID KRUG SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** DAVID KRUG MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY SCOTT MILDBRAND. THE MOTION CARRIED.

**Introduction of Board Members:** Board members and Human Services staff introduced themselves.

**Election of Vice-Chairperson and Secretary for Human Services Board:** ROGER EWAN NOMINATED DAVID KRUG FOR VICE-CHAIRPERSON. DAVE BIZER SECONDED THE MOTION. A MOTION WAS MADE TO CLOSE THE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR DAVID KRUG AS VICE-CHAIRPERSON. DAVID KRUG NOMINATED ROSE MADLON FOR SECRETARY. ROGER EWAN SECONDED THE MOTION. A MOTION WAS MADE TO CLOSE THE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR ROSE MADLON AS SECRETARY.

**Public Input:** There was no public input.

**Update on General Relief, W-2, and ES Consortium – Peggy Kellnhofer:** Economic Support Coordinator (ES) Peggy Kellnhofer presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. Ms. Kellnhofer briefly explained that the W-2 program is a work-based program that prepares people to gain and retain employment. Participants are placed at different levels depending upon their barriers to employment. She reported that a considerable amount of case management time is spent by staff to assist the participants with finding and keeping employment. In April, four individuals participated in the W-2 program; three are in the W-2T (having several barriers to employment) slot, and one individual is in a CMC (caring for newborns or the 12-week maternity benefit) slot. Sue Hady added that in 1997 the W-2 program (a jobs program) replaced the AFDC program which, in general, was considered a "welfare" program.

As discussed at last month's meeting, beginning in January 2013, 10 regional consortia will be formed to operate the W-2 program. Ms. Kellnhofer reported that the State of Wisconsin will place the W-2 program out on bids and has asked for a request for proposal (RFP) from numerous private companies and public agencies to operate the program. The list of these companies was shared with Board members. She stated that several of these companies are not Wisconsin-based companies. She also shared her belief that Taylor County does a very good job operating the W-2 program by assisting participants to overcome numerous barriers to employment. The new arrangement by the State places Taylor County in the North Central area, which consists of 16 other counties. According to Ms. Kellnhofer, if Taylor County were to send in a proposal for operating the W-2 program, the county would

be assuming financial responsibility for all the other counties in the North Central region. She added that there would be one W-2 case manager assigned to approximately 80 cases. Ms. Hady stated that it would be nearly impossible for one case manager to work with 80 cases, as the W-2 participants require a great deal of assistance to become job ready.

Next, Ms. Kellnhofer reported on the General Relief Program, a county-operated program with a budget of \$17,500 per year. Taylor County has contributed the same amount of funding since 1990 toward the GR Program. She indicated that the GR program assists individuals who have little or no money with shelter, utilities, food, medical, etc. The monthly income for a household of one cannot exceed \$301 and individuals may only receive GR for three months out of a calendar year, with the exception of medical, according to Ms. Kellnhofer. She explained that a majority of the medical costs are for prescription medications, which helps prevent individuals from being detained and hospitalized, which can be quite costly. Ms. Kellnhofer continued by stating that although GR is county-funded, it is a repayment program, as she attempts to recoup money when clients become eligible for Supplemental Security Income (SSI), for example.

Ms. Kellnhofer also reported on unemployment statistics for Taylor County, the State of Wisconsin, and the United States for February, and Taylor County's unemployment statistics for March. For February, Taylor County's unemployment rate was at 10.2%; Wisconsin's unemployment rate was at 6.9%, and the national rate was at 8.3%. For March, Taylor County's unemployment rate was 9.4%. Eight counties in the Northern IM Consortium are in the bottom quarter of all the counties in the state having the highest unemployment rate.

Prior to the formation of the Northern IM Consortium, which became effective 1/1/12, counties administered the FoodShare and Medicaid programs in their respective counties. The Northern IM Consortium consists of eleven other counties including Bayfield, Iron, Sawyer, Rusk, Price, Forest, Lincoln, Wood, Vilas, Florence, and Ashland. Sue Hady added that rural counties were at a disadvantage when the state distributed funding for the consortia, as the Northern IM Consortium received the largest reduction in funding (34%).

Ms. Kellnhofer then reported that in December 2011, five Economic Support Specialists each had a caseload of 375 to 450 cases. Then, last fall an Economic Support Specialist retired and the State of Wisconsin shipped back about 6,094 cases from the State Enrollment Center in Madison after the federal government found the center to be out of compliance with Department of Agriculture requirements. Currently, one Economic Support Specialist is assigned to over 1100 cases and the Call Center does not have enough workers to take care of the calls.

According to Ms. Kellnhofer, in April the Call Center received 10,225 calls, compared to the month of March when 11,379 calls were received. She continued by reporting that the State evaluated the Call Center in the Northern IM Consortium where 2,013 calls were taken during the week of April 20, 2012, with 739 of these calls being repeat calls. The average speed answered was 7.46 minutes, the hang up time was 4 minutes, the talk time averaged 5.91 minutes and the longest wait time was 34 minutes, 95 seconds. Sue Hady indicated that this process is also very frustrating for pharmacies and other providers. Ms. Kellnhofer stated that one of the most difficult issues when dealing with the consortia is dealing with 11 other counties as everyone has different priorities and ideas.

Sue Hady indicated that it appears the state does not want the counties to operate the W-2 Program, as they did not place counties in the same regions for the W-2 consortia as they had for the Income Maintenance consortia.

Ms. Kellnhofer reported that for the month of April, 1,694 new applications were processed, with 95% of them being processed in a timely manner. On average, twelve new cases were received in a week for Taylor County workers before the consortium; 116 FoodShare priority

applications in addition to the 1,694 applications were taken. Of those, 87.93% were processed in a timely manner. Additionally, 1,658 reviews were processed in April; 97% of those were processed in a timely manner. There were 535 six-month review forms turned in, with 96% of those being processed in a timely manner. Total caseload was 30,000 cases.

Sue Hady stated that one in five residents in the state and one in four Taylor County residents are on some form of Medical Assistance.

Ms. Kellnhofer then talked about the upcoming changes in BadgerCare for the state beginning on July 1, 2012. Some of these changes for those on BadgerCare with a household income of over 133% of the federal poverty level will be paying monthly premiums or paying higher monthly premiums. These premium costs could be up to 9.5% of household income. Also beginning July 1, 2012 individuals who are able to acquire insurance through an employer may not be eligible for BadgerCare if their portion of the premium is less than 9.5% of their income. Additionally, premiums that are not paid on time would cause BadgerCare coverage to stop for 12 months for adults and six months for children. Sue Hady will be placing an article in *The Star News* regarding the changes in the BadgerCare Program.

**Action to Fill Vacancy(ies) in Human Services Department:** Sue Hady reported that an Economic Support Specialist has retired and she was requesting that the Board approval filling the vacancy. Ms. Hady explained that last fall an Economic Support Specialist had retired and this position is still vacant.

Scott Mildbrand asked if a limited term employee (LTE) could be hired to fill the vacancy. Ms. Kellnhofer indicated that there is a lengthy training involved with the position and believed it would not be feasible to hire a LTE. Sue Hady added that Taylor County has signed a contract with Wood County that Taylor County would provide a specific number of hours to the consortium. After some discussion, A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROGER EWAN, TO APPROVE FILLING THE ECONOMIC SUPPORT SPECIALIST POSITION WITH A FULL-TIME, PERMANENT EMPLOYEE. THE MOTION CARRIED.

**Action on Granting Access to County Assistance Case Files Less Than 75 Years Old through State Historical Society:** Sue Hady reiterated for the benefit of the new Board members what had been discussed at the last Board meeting regarding the State Historical Society. She pointed out Taylor County's records destruction ordinance and the law that requires that the State Historical Society be contacted prior to the destruction of public welfare records. Ms. Hady stated she had begun to look through some of these records and found that the public welfare records are mixed with the protected health information. She believes that the State Historical Society is interested only in the demographic and financial information, and she recommended to the Board that this issue be acted on at a later date. Ms. Hady stated she would contact the State Historical Society regarding this matter.

**Action on Contracts and Addenda:** There were no contracts or addenda presented.

**Director's Report:** There was no Director's Report.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, June 13, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY SCOTT MILDBRAND, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 11:55 a.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – May 2012  
W-2 Caseload numbers/payments from 4/11 to 4/12  
General Relief Report – April 2012  
Local Unemployment Rates – February and March 2012

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary



## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**April 11, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10 a.m.

**Members Present:** David Lemke, Vicki Duffy, Rollie Thums, David Krug, Lori Willner, Roger Ewan, Rose Madlon, and Dave Bizer.

**Members Absent:** Scott Copenhaver

**Other Attendees:** Larry Brandl, Paul Thornton, Peggy Kellnhofer, Sue Hady, and Kathy Barr.

**Review and Approve Minutes from the March 14, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE MARCH 14, 2012 MEETING. DAVID LEMKE SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** ROLLIE THUMS MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY DAVID KRUG. THE MOTION CARRIED.

**Public Input:** Black River Industries (BRI) Director Paul Thornton reported that January was a very good production month, followed by a slow February, with the month of March picking up pace. He added that BRI has rejoined the United Way organization and has purchased a new electric changing table with funds received through that organization. Mr. Thornton continued by reporting that BRI's volunteer program has been approved by the BRI board, and the first volunteer started a few weeks ago in the day services program. Mr. Thornton concluded by stating that their annual report is being mailed out, and he invited the Board members to BRI's annual golf tournament scheduled for June 22, 2012.

**Review on 2011 End-of-Year Financial Report – Larry Brandl:** County Accountant Larry Brandl presented the Board with financial information on the status of the Human Services Department for 2011 and also information from 2010. He reported that for 2011 the Human Services Department had a surplus of \$93,149.45. (Approximately \$2000 in IV-E federal funding is still anticipated). This is compared to 2010, when the department had a deficit of \$133,023.48. Sue Hady pointed out; however, that after a planned and budgeted transfer from the fund balance the actual deficit for 2010 was approximately \$1600. Mr. Brandl reported that several units remained under budget; however in the areas of Mental Health and Youth Aids, the expenditures exceeded the amount that was budgeted. The deficit in the Mental Health budget was due primarily to Chapter 51 detentions and court-ordered placements at the state institutes, and high inpatient and transitional living costs. He continued by stating that the Youth Aids budget was also overspent due to high cost placements in corrections, group home, foster care, and treatment foster care. Although 2010 and 2011 expenditures were fairly similar the revenues for 2011 were higher, according to Mr. Brandl. He explained that Care of Clients, which is client fees and collections for Human Services, was \$13,500 higher in 2011 than in 2010 due, in part, to the billing efforts by the accounts receivables clerk. Other Repayment Revenues, which are cost shares and room and board payments for long-term support and developmental disability clients, were also approximately \$97,000 higher in 2011 than in 2010. Mr. Brandl concluded by stating that although there are many unpredictable and uncontrollable factors, the 2011 budget surplus reflects the good decisions made by the Board, Director Hady and the unit coordinators.

**Update on General Relief, W-2, and Income Maintenance (IM) Consortium – Peggy Kellnhofer:** Economic Support Coordinator (ES) Peggy Kellnhofer presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. Ms. Kellnhofer reported

that eight individuals participated in the W-2 Program for March; four of these individuals are in W-2T slotted positions, having numerous barriers to employment, and four individuals are in the CMC slotted positions, which are participants caring for newborns, or the 12-week maternity benefit position. Comparable to last month, the General Relief Report for March shows the majority of payments going toward shelter and medical costs. According to Ms. Kellnhofer, this is most likely due to more requests for General Relief since there is a lengthy waiting list for Family Health Center insurance which was inundated with applicants when the state placed a hold on the BadgerCare Core Plan.

Ms. Kellnhofer also reported on Taylor County's unemployment statistics for January, which were unavailable at the March meeting. Taylor County's unemployment rate was at 9.2%; Wisconsin's unemployment rate was at 6.9%, and the national rate was at 8.3%.

Next, Ms. Kellnhofer gave an update on the Northern IM Consortium. In the month of March the Call Center received 11,379 calls, with the longest wait time at 25 minutes. The talk time averaged 7.67 minutes. She compared this to other consortia in the state which had call wait times of 48, 51 and 56 minutes. Ms. Kellnhofer reported that in March in the Northern IM Consortium, 478 applications have been made and, of those 478 applications, 33 (6.9%) applications were not processed in a timely manner. Seven consortia had higher numbers of unprocessed applications than the Northern IM Consortium, according to Ms. Kellnhofer. Economic Support case managers have 30 days to process an application, but as she reported at past Board meetings, the Economic Support case managers' productivity decreases when they are required to participate in the Call Center, interrupting their work flow. She stated that this was never a problem before the development of the consortium, as Taylor County Economic Support case managers processed applications in a timely manner. Sue Hady added that if the federal government would audit Wisconsin's consortium results, the consortia could end up with sanctions and fines due to the unprocessed and late applications. It was asked how many new applications were received in a month by each Taylor County worker prior to joining the consortium. Ms. Kellnhofer stated she would bring that information to the next meeting. There was also some discussion regarding fraud, and Ms. Kellnhofer explained how eligibility is affected in cases where fraud is involved. She explained that the programs still require numerous verification documents from clients. Sue Hady added that in the consortium staff morale is low, and senior workers are retiring or leaving for other employment. She stated that in a county-based system there is more local oversight and accountability, where residents can express their frustrations regarding county services to county board members, which is not the case in a regional system. David Lemke asked if hiring another worker would help solve this problem. Sue Hady reiterated that there is no additional funding to do that, and our consortium's revenue has already been reduced by 34%, making it difficult, at best, to operate the program.

Next, Peggy Kellnhofer informed the Board that the State of Wisconsin has recently announced that beginning in January 2013, the W-2 Program will be operated by 10 regional consortia, versus individual county geographical areas; four will be in Milwaukee and six will be in the rest of the state. Taylor County was assigned to the North Central area, consisting of the counties of Adams, Green Lake, Langlade, Juneau, Price, Vilas, Wood, Waushara, Lincoln, Marathon, Marquette, Menominee, Oneida, Portage, Shawano, and Waupaca. She added that the entities that can operate the W-2 Program are government agencies, private not-for-profit agencies, tribal governing bodies, and private-for-profit agencies. Sue Hady felt that W-2 clients have many needs, and Human Services staff has worked with the clients to best serve those needs, and now the state is shifting toward regionalization of programs, which she feels will not adequately address the complex needs of many people in the program. Ms. Hady also reported that if Human Services does not operate the W-2 Program, we could lose approximately \$30,000 that goes toward our infrastructure.

Roger Ewan left the meeting at 11:25 a.m.

**Action on Contracts and Addenda:** Two contracts were presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b>Aurora Residential Alternatives, Inc. (#12-MH-03)</b> SPC 506 – Community-Based Residential Facility (CBRF) (\$44,919) Unit Rate: \$161/day (one client) (Greenwood) SPC 506 – Community-Based Residential Facility (CBRF) (\$45,477) Unit Rate: \$163/day (one client) (Baldwin) <b>Contract effective: 4/3/12 to 12/31/12</b>	N/A	Community Aids  CIP II	\$ 90,396.00
<b>WI Staffing Service, Inc. d.b.a. Nicolet Staffing (#12-LTS-12)</b> Supportive Home Care (Adult) Unit Rate: \$15.75/hr. (\$4125) Respite Care (Adult) Unit Rate: \$15.75/hr. (\$750) Specialized Transportation Unit Rate: \$.44 per mile (\$750) Respite Care (Children)(self-directed) Unit Rate: \$3.00/15 minutes (3 clients)(\$11,574) Daily Living Skills Training (Children) Unit Rate: \$3.00/15 minutes (3 clients) (\$12,618) Mileage (Children): \$.50/mile (7 clients)(\$2076) Community Support Program Unit Rate: \$12/hour (6 clients) (\$3654) Meals: \$7/meal (6 clients)(\$375) Staffing CSP clients Unit Rate: \$12/hour (seven clients) (\$600) <b>Contract effective: 4/1/12 to 12/31/12</b>	N/A	CLTS COP CIP	\$ 48,696.00

A MOTION WAS MADE BY ROLLIE THUMS, SECONDED BY DAVID LEMKE, TO APPROVE THE PURCHASE OF SERVICES CONTRACTS AS PRESENTED. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF SEVEN AYES, TWO ABSENT (COPENHAVER, EWAN).

**Director’s Report:** Sue Hady informed the Board that some time ago Taylor County enacted a records destruction ordinance. There is a provision in state law and Taylor County’s ordinance which requires notifying the Wisconsin State Historical Society. Ms. Hady stated in the Human Services storage area at the Northcentral Technical College, there is a ledger from Taylor County’s Poor Farm going back to the 1850’s, along with other historical information. Ms. Hady and Peggy Kellnhofer had met with a representative from the Wisconsin Historical Society who is interested in the demographic information from these records. Ms. Hady also indicated that there is an agreement with the Wisconsin State Historical Society that needs to be signed in order to release the historical information for research purposes, and she felt the Board should make the decision on this matter. She will include a copy of this document in the next Board packet.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for

Wednesday, May 9, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

David Krug reported that the Aging and Disability Resource Center (ADRC) has hired a regional director. He indicated that when the two Intake and Assessment Specialists are hired they will be employees of the ADRC, not Taylor County. Mr. Krug also reported that the tentative opening for the ADRC will be May 14<sup>th</sup>, with a grand opening occurring later this summer.

**Adjournment:** A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROLLIE THUMS, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 11:55 a.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – April 2012

W-2 Caseload numbers/payments from 3/11 to 3/12

Local Unemployment Rates – January 2012

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**March 14, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10 a.m.

**Members Present:** Rose Madlon, Roger Ewan, David Krug, Vicki Duffy, Scott Copenhaver, David Lemke, and Dave Bizer.

**Members Absent:** Excused absences: Rollie Thums and Lori Willner

**Other Attendees:** Peggy Kellnhofer, Sue Hady, and Kathy Barr.

**Review and Approve Minutes from the February 8, 2012 meeting:** ROGER EWAN MADE A MOTION TO APPROVE THE MINUTES FROM THE FEBRUARY 8, 2012 MEETING. SCOTT COPENHAVER SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** SCOTT COPENHAVER MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY DAVID LEMKE. THE MOTION CARRIED.

**Public Input:** There was no Public Input.

**Update on General Relief, W-2, and ES Consortium – Peggy Kellnhofer:** Economic Support Coordinator Peggy Kellnhofer presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. She reported that as of February, eleven individuals are in paid positions in the W-2 Program. Five of these individuals are in W-2T slotted positions, and six individuals are in the CMC slotted positions. W-2T is for participants with several barriers to employment and CMC is for participants caring for newborns, or the 12-week maternity benefit position. The number of participants has increased, and Ms. Kellnhofer indicated that this may be due to the Call Center referring more individuals to the W-2 program. The General Relief Report for February shows the majority of payments going toward shelter, personal and medical expenses. General Relief participants can only receive assistance for three months, and January, February and March tend to be the months with the highest expenses, according to Ms. Kellnhofer.

Ms. Kellnhofer also reported on unemployment statistics for January. Wisconsin's unemployment rate was at 6.9% and the national rate was at 8.3%. Taylor County's unemployment rates were not available. Sue Hady added that in 2011, according to information from the *Milwaukee Journal Sentinel*, Wisconsin lost the most jobs of all the states due, in part, to retirements in the public sector, positions which remain unfilled.

Next, Ms. Kellnhofer reported on the Northern IM Consortium. In the month of February, the Call Center had received 11,545 calls, with an average time to answer the call at 7.67 minutes. The average talk time was 6.96 minutes. She continued by stating that Taylor County is now participating in the Call Center, and the Taylor County Economic Support (ES) case managers have recently received a second computer monitor to assist them with their duties. Ms. Kellnhofer reported that in the consortium, as of 3/10/12, there have been 237 requests made that were not processed; 22 requests have not been assigned, 67 changes have not processed; 26 six-month report forms, 187 renewals are to be done, and 1,119 documents have not been processed. She indicated that productivity decreases for the ES case managers when they are required to participate in the Call Center, as they are continuously being interrupted by phone calls. She explained that some of the counties in the Northern IM Consortium are working towards clerical workers answering phone calls to assist with appointment scheduling. Sue Hady added that Taylor County is also looking at having a clerical worker who is already on staff taking care of scheduling appointments for

all the counties in the Northern IM Consortium. She stated that the clerical worker would be working approximately 3.5 hours per week (out of 35-hour work week) scheduling appointments. Ms. Hady indicated that having a clerical worker rather than an ES case manager schedule appointments would be more cost effective, and appointment scheduling is usually a clerical function. Dave Bizer asked if state or county dollars would be paying for this cost and Sue Hady replied that the county could claim federal reimbursement for 50% of the cost of the clerical worker's 3.5 hours. Ms. Hady and Ms. Kellnhofer reported on a Northern IM Consortium meeting that they recently attended at Phillips. Sue Hady indicated that the electronic signature process is quite lengthy and time-consuming and could more effectively be handled by a clerical worker. Ms. Kellnhofer also read from the March meeting minutes of the Northern IM Consortium and reported that the slow internet processing times and the internet being down in Taylor County is affecting the work of the other counties in the consortium. Dave Bizer, Chairman of Taylor County's IT Department stated that he is aware of this problem and has been working with the IT Department. Ms. Kellnhofer reported that when the internet is not working the ES case managers use the computers at the Northcentral Technical College, which process documents at a much faster pace. David Lemke suggested that IT staff should visit other counties in the consortium to check on their internet processing times. After much discussion, it was suggested that the county's IT director, Melissa Seavers, receive a copy of the March meeting minutes of the Northern IM Consortium, and a copy of the letter from Wood County discussing that this be addressed as soon possible because the productivity of Taylor County IM workers and that of the Northern IM consortium are being hampered by this problem and is a barrier to the success of the consortium.

**Action on Contracts and Addenda:** There were two 2012 contracts, two 2011 addenda and one 2012 addendum presented for approval.

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b><u>CONTRACTS - 2012</u></b>			
Care Partners Assisted Living, LLC – Medford( <b>#12-LTS-17</b> ) SPC 103.22 – Respite Care Unit Rate: \$92/24-hr. day (five clients) <b>Contract effective: 2/15/12 to 12/31/12</b>	N/A	CIP II COP	\$ 4,600.00
<b><u>CONTRACTS - 2012</u></b>			
Deerview Meadows Medford, LLC SPC 103.22 – Respite Care ( <b>#12-LTS-18</b> ) Unit Rate: \$92/24-hr. day (five clients) <b>Contract effective: 2/15/12 to 12/31/12</b>	N/A	CIP II COP	\$ 4,600.00
<b><u>ADDENDA - 2011</u></b>			
<b>Golden Living Center - Rib Lake (#11-LTS-08)</b> SPC 103.24 – Respite Care Unit Rate: \$132.00/day (Two clients)	\$ 792.00	CIP IA	\$ 11,352.00

<u>PROVIDER</u>	<u>AMOUNT OF INCREASE</u>	<u>FUNDING SOURCE*</u>	<u>TOTAL</u>
<b>Norwood Health Center (#11-MH-04)</b> Detention/Inpatient Post Probable Cause/ Voluntary Inpatient Adolescent Inpatient Intensive Behavior Management Add-on (Inpatient) Transportation Clothing Allowance	\$ 577.00	Community Aids	\$ 41,247.00

**ADDENDA - 2012**

<b>Abby Vans, Inc. (#12-DD-11)</b> SPC 107.30 – Specialized Transportation Unit Rates: Client #2: 1 way trip, shared; \$18.88 (\$1171) Client #2: 1 way trip, alone; \$24.99 (\$500) Client #3: 1 way trip, shared; \$29.38 (\$1822) Client #3: 1 way trip, alone; \$35.49 (\$355) <b>Effective: 2/17/12</b>	\$ 3,848.00	CIP IA CIP IB	\$ 7,539.00
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A MOTION WAS MADE BY DAVID KRUG, SECONDED BY DAVID LEMKE, TO APPROVE THE PURCHASE OF SERVICES CONTRACTS AND ADDENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF SEVEN AYES, TWO ABSENT (WILLNER, THUMS).

**Director’s Report:** Sue Hady reported that the Wisconsin State Assembly approved the removal of the Family Care cap. However, expansion of the Family Care Program in non-Family Care counties can only be done through approval by the state’s Joint Committee on Finance at a future date. This bill will now go to the Wisconsin State Senate for approval. Ms. Hady also shared with the Board information from the *Milwaukee Journal Sentinel* which stated that some state legislators are against the Family Care expansion. She reiterated that Taylor County does not have Family Care and continues to serve its residents through the Medicaid Waiver Programs. She added that Taylor County does not have a wait list for these services.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, April 11, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds. Sue Hady indicated that Larry Brandl, county accountant will be attending that meeting to report on the 2011 end-of-year financial report.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY DAVID LEMKE, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 11 a.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – March 2012  
W-2 Caseload numbers/payments from 2/11 to 2/12

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary



## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**February 8, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 10:03 a.m.

**Members Present:** David Lemke, Scott Copenhaver, Vicki Duffy, David Krug, Lori Willner, Rollie Thums, Roger Ewan, Rose Madlon, and Dave Bizer.

**Members Absent:** None

**Other Attendees:** Paul Thornton, Peggy Kellnhofer, Sue Hady, and Kathy Barr.

**Review and Approve Minutes from the January 18, 2012 meeting:** ROLLIE THUMS MADE A MOTION TO APPROVE THE MINUTES FROM THE JANUARY 18, 2012 MEETING. DAVID LEMKE SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** ROGER EWAN MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY SCOTT COPENHAVER. THE MOTION CARRIED.

**Public Input:** Black River Industries (BRI) Director Paul Thornton told the Board that January was a busy production month at BRI. He also talked about Senate Bill 380 which lifts enrollment caps and allows for statewide expansion of Family Care. Mr. Thornton expressed his concern that at this point in time, he is unsure what the ramifications would be for BRI, but elderly and disabled transportation program funding may be negatively impacted. Sue Hady pointed out that the Board packet contained a copy of a letter from C. Thomas Cook, the Executive Director of Rehabilitation for Wisconsin in Action (dated 1/17/12) to the Co-Chairs of the Wisconsin Joint Legislative Audit Committee. Ms. Hady stated she believed Mr. Cook had very justifiable concerns about the Family Care Program's sustainability and felt that Family Care would not be financially viable if it were expanded to all counties. Some discussion followed.

Rollie Thums was excused at 10:20 a.m.

**Update on W-2, General Relief, and Northern IM Consortium – Peggy Kellnhofer:** Economic Support Coordinator Peggy Kellnhofer presented information on the Wisconsin Works (W-2) and General Relief (GR) programs. As reported last month, the W-2 contract has been extended for 2012, with the benefit allocation at \$128,684. Ms. Kellnhofer indicated that there are nine W-2 participants for January. The number of participants has increased due, in part, to referrals from other counties. She reported that she believes all of the 2011 bills for the GR Program have been received, leaving a surplus of \$4,514.09. This money will be returned to the County's General Fund. Shelter requests have gone up; eligibility is for no more than three months in a calendar year, according to Ms. Kellnhofer. Ms. Kellnhofer also reported on unemployment statistics for December 2011. Wisconsin's unemployment rate was 7.1% and the national rate was 8.5%. Taylor County's unemployment rate was at 8.0%. This is considerably less compared to the same time one year ago when Taylor County's rate was at 9.0%

Next, Ms. Kellnhofer reported on the Northern IM Consortium. She indicated that for January 2012, the Call Center has received 13,290 calls, with an average time to be answered at 8 minutes, 32 seconds. The longest call wait was for 32 minutes. She continued by reporting that about three weeks ago it was decided that all the Northern IM Consortium counties would participate in the Call Center during high volume periods. Sue Hady stated that staff morale is low and workers now spend more time on unfamiliar cases and each case may be handled by several workers from different counties instead of one worker, significantly increasing the chance of errors. Ms. Kellnhofer reported that there

have been problems with the slow internet processing times and the internet being down which has also negatively impacted productivity. This problem has been reported to the County IT Department. Ms. Kellnhofer and Ms. Hady agreed that the administration of the program is time-consuming and inefficient and staff is doing the best they can to accurately determine eligibility for programs. Ms. Kellnhofer indicated that adding to this frustration is the fact that there are fewer workers in the consortium for Economic Support, and the State's enrollment center has returned cases to the counties for processing. Sue Hady also reminded the Board of the underfunding in the Northern Income Maintenance Consortium to operate this program, and that Taylor County is underfunded by 34% due to the Wisconsin Department of Health Services funding formula that favors urban counties over rural counties. Much discussion followed regarding the accountability for case errors and loss of local control as there are now 11 other counties weighing in on decisions. Peggy Kellnhofer also discussed eligibility for Income Maintenance programs.

**Approve Filling Position in Long-Term Support Unit:** Sue Hady reported that she had met with the Personnel Committee and they did approve filling this position. She stated that since it is uncertain when the Family Care Program will be implemented in Taylor County, elderly and disabled individuals will continue to receive services funded by the Medicaid waiver programs. A MOTION WAS MADE BY SCOTT COPENHAVER, SECONDED BY ROGER EWAN, TO APPROVE FILLING THE POSITION IN THE LONG-TERM SUPPORT UNIT. THE MOTION CARRIED.

**Action on Contracts and Addenda:** Fifteen 2011 Purchase of Services contract addenda and one 2012 Purchase of Services contract addendum was presented. Sue Hady explained to the Board that contracts that are prepared at the beginning of the year may go over the contracted amount due to court-ordered placements, transfer of clients between contracted providers for services such as supportive home care, and additional waiver funding, which is approved by the State to relocate individuals from nursing homes.

A MOTION WAS MADE BY DAVID LEMKE, SECONDED BY DAVID KRUG, TO APPROVE THE 2011 AND 2012 PURCHASE OF SERVICES CONTRACT ADDENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF EIGHT AYES, ONE ABSENT (THUMS).

**Action on Resolution Honoring Jeanne Vesnefsky:** Chairman Bizer read the resolution that had been prepared honoring Jeanne Vesnefsky for her many years of service to Taylor County. A MOTION WAS MADE BY DAVID KRUG, SECONDED BY ROGER EWAN, TO APPROVE THE RESOLUTION AS PRESENTED. THE MOTION CARRIED. The resolution was signed by the Board and will be forwarded to the Taylor County Board of Supervisors.

**Director's Report:** There was no Director's Report.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, March 14, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY SCOTT COPENHAVER, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 11:20 a.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – February 2012  
General Relief Report, 2011 Vouchers Payable and January 2012  
W-2 Caseload numbers/payments from 1/11 to 1/12  
Local Unemployment Rates (by county), 12/11

2011/2012 Purchase of Services Contract Addenda

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary

## **TAYLOR COUNTY HUMAN SERVICES BOARD**

**January 18, 2012**

Community Center - Taylor County Fairgrounds

**Call Meeting To Order:** Chairperson Dave Bizer called the meeting to order at 12 p.m.

**Members Present:** Roger Ewan, Rollie Thums, Lori Willner, Rose Madlon, David Krug, Vicki Duffy, and Dave Bizer. Scott Copenhaver arrived at 12:05 p.m. David Lemke arrived at 12:25 p.m.

**Members Absent:** None

**Other Attendees:** Paul Thornton, Peggy Kellnhofer, Sue Hady, and Kathy Barr.

**Review and Approve Minutes from the December 14, 2011 meeting:** ROLLIE THUMS MADE A MOTION TO APPROVE THE MINUTES FROM THE DECEMBER 14, 2011 MEETING. ROGER EWAN SECONDED THE MOTION. THE MOTION CARRIED.

**Approve Current Agenda:** David Krug asked if he could give a brief update on the ADRC. DAVID KRUG MADE A MOTION TO APPROVE THE CURRENT AGENDA. THE MOTION WAS SECONDED BY ROGER EWAN. THE MOTION CARRIED.

**Public Input:** Paul Thornton, Black River Industries (BRI) Director reported to the Board that their shredding business continues to increase, and they have acquired the bulk mailing for a local company. He also reported on the leadership changes at Catholic Charities, and how Family Care will affect individuals with developmental disabilities. He also shared information which he had received from Rehabilitation for Wisconsin regarding Family Care. Sue Hady added that the Family Care model is set up in a medically versus vocationally, and will significantly impact developmentally disabled people.

**Update on W-2, General Relief, and IM Regionalization – Peggy Kellnhofer:** Economic Support Coordinator Peggy Kellnhofer distributed information on the programs for W-2, General Relief (GR), FoodShare, and Medicaid. She reported that the W-2 contract has been extended for 2012 and that in February she will be adjusting the benefit allocation. The W-2 Program has nine participants for December. Ms. Kellnhofer then went on to talk about the Northern IM Consortium, which began over two weeks ago. She stated that one of the major concerns is that historically Taylor County Economic Support Specialists have accurately processed their own cases. Workers are now processing cases from 12 counties which are unfamiliar and require more time spent on each case. She added that slightly over two weeks time 5,503 calls have come into the Call Center, ranging from 5.67 minutes to as long as a 32 minute wait to get through to the Call Center. Ms. Kellnhofer also reported that when an Economic Support Specialist retired in December it made a definite impact on the workload. David Lemke asked if there would be a request to fill this position. Sue Hady replied that due to the development of the consortium she would not be asking to fill the position, which would require county funding. Ms. Kellnhofer also reported that seven out of the 12 counties in the Northern IM Consortia are part of the Call Center, which receives household changes that are reported by clients. Taylor County, which is not part of the Call Center processes new applications, six month reviews, and unprocessed documents. Ms. Kellnhofer did express some concern about Taylor County eventually being required to be part of the Call Center.

**Action on Contracts and Addenda:** Sue Hady asked that the minutes reflect that she commended Cheryl Ketelhut and Kathy Barr for their "long hours and exceptional efforts to prepare the 2012 contracts." The Board reviewed a comparison list of the 2011 and 2012 purchase of services contracts. After some questions, a MOTION WAS MADE BY DAVID KRUG, SECONDED BY DAVID LEMKE, TO APPROVE THE 2012 PURCHASE OF SERVICES

CONTRACTS AS PRESENTED. A ROLL CALL VOTE WAS TAKEN. THE MOTION CARRIED WITH A VOTE OF NINE AYES.

**Review/Approve Director's Expense Summary:** Sue Hady presented a summary of her expenses from January 2011 to December 2011 in the amount of \$141.00. A MOTION WAS MADE BY ROLLIE THUMS, SECONDED BY ROGER EWAN, TO APPROVE THE DIRECTOR'S EXPENSE SUMMARY IN THE AMOUNT OF \$141.00. THE MOTION CARRIED.

**Director's Report:** Sue Hady reported that a social worker has resigned her position in the Long-Term Support unit and accepted employment in the private sector. Ms. Hady indicated that this was due, in part, to the anticipation that the restriction on Family Care will end, causing staff lay-offs. She was unsure if the Personnel Committee would approve filling the position due to the uncertainties of Family Care. Board members suggested that Ms. Hady meet with the Personnel Committee and request that this item be placed on the committee's agenda. Ms. Hady then explained how Family Care could affect Human Services and expressed concern that Taylor County would no longer have local control over the services for the elderly and disabled. Considerable discussion followed.

David Krug reported that the ADRC resolution will be resubmitted to the County Board to change the governance structure to an intergovernmental agreement under s.s. Chapter 66. He also stated that a regional director of the ADRC of the Northwoods will be selected in the near future.

**Set Next Meeting Date:** The next Human Services Board meeting is scheduled for Wednesday, February 8, 2012 at 10 a.m. in the Community Center at the Taylor County Fairgrounds.

**Adjournment:** A MOTION WAS MADE BY ROGER EWAN, SECONDED BY ROSE MADLON, TO ADJOURN. THE MOTION CARRIED. The meeting adjourned at 2 p.m.

Handouts distributed: W-2/GR Year-to-Date Benefit Expenditures – January 2012

W-2 Caseload numbers from 10/10 to 12/11

FoodShare and Medicaid (CARES) numbers from 12/10 to 12/11

2011/2012 Purchase of Services Contract Comparison List

Respectfully submitted:

Kathy Barr  
for  
Rose Madlon, Secretary