

## **Minutes of the Combined Health & Human Services Board & Committee**

**Thursday, January 10, 2019**

Chairs Howard and Nelson called the meeting to order at 1:00 p.m.

**Committee Members Present:** Supervisors Christine Howard, Kathleen Cummings, Jeremy Walz, Jim Batzko, Joel Gaughan, Darlene Johnson, and Duane Paulson.

**Board Members Present:** Supervisors Larry Nelson, Christine Howard, and Duane Paulson; and Citizen Members Christine Beck, Robert Menefee, Laurie Schwartz, and Tim Whitmore. **Absent:** Citizens Vicki Dallmann-Papke, Jeffrey Genner, Dr. Adel Korkor, and Michael O'Brien.

**Also Present:** Chief of Staff Mark Mader, Administrative Specialist Mary Pedersen, Health & Human Services Director Antwayne Robertson, Health & Human Services Deputy Director Laura Kleber, Aging & Disability Resource Center Manager Mary Smith, Aging & Disability Resource Center Coordinator Lisa Bittman, Administrative Services Manager Randy Setzer, Public Communications Coordinator Linda Wickstrom, Accounting Services Coordinator Lisa Davis, Programs & Projects Analyst Jennifer Beyer, and Integrated Services Supervisor John Kettler.

### **Committee Agenda Items**

#### **Approve Minutes of 12-06-18**

MOTION: Walz moved, second by Cummings to approve the minutes of December 6. Motion carried 7-0.

#### **Next Meeting Date**

- 2-14-19

#### **Executive Committee Report of 12-10-18**

Howard advised the Executive Committee reviewed an Information Technology audit report, approved the appointment of Margaret Wartman to fill the vacant position of County Clerk, held an administrative appeal hearing on a prohibited dangerous animal declaration, heard updates on customer service reviews and the state legislature, and heard standing committee reports.

### **Board Agenda Items**

#### **Approve Minutes of 12-06-18**

MOTION: Schwartz moved, second by Whitmore to approve the minutes of December 6. Motion carried 7-0.

#### **Review Correspondence**

Nelson highlighted and passed around a copy of the year-end report from Wisconsin Community Services.

#### **Next Meeting Date**

- 2-14-19

**Dementia Crisis Grant Initiative Report (*Board and Committee*)**

Smith and Bittman distributed copies of “Dementia Crisis Innovation Grant, December 12, 2018 Update.” The presentation covered recent efforts with all parties to establish goals and action teams to complete the goals which are early identification of dementia, timely responses, respect, caregiver education, caregiver access to support resources, use of best practices, and understanding of dementia. It was noted that the grant funding ended in 2018.

**HHS Budget Management Cycle Overview (*Board and Committee*)**

Setzer and Beyer distributed and covered reports on revenue cycle management and the revenue cycle admissions process. Charges for services (clinical outpatient and inpatient services) were budgeted for \$8,500,000 and intensive outpatient services were budgeted for \$5,800,000 in 2019. Staff covered the revenue cycle management process and the admission revenue grant process. Setzer also explained the significant efforts and complexities of the process, and payment process and accounts receivable management.

MOTION: Whitmore moved, second by Schwartz to adjourn the board meeting at 2:25 p.m.  
Motion carried 7-0.

**Ordinance 173-O-084: Accept the Families of Women with Substance Use Disorders Grant and Modify the Department of Health and Human Services 2019 Budget to Appropriate Additional Revenues and Expenditures for Grant Activities (*Committee*)**

Kettler and Davis were present to discuss this ordinance which authorizes the Department to accept a \$100,000 State grant and modifies the 2019 Department budget to appropriate the \$100,000 to develop a model to better coordinate and integrate services for families of women with substance use disorders. The purpose of the project is to use evidence-based practices to better integrate prenatal and postnatal services, substance use services, medication assisted treatment, education services, and increase overall care coordination. Expenditures include \$60,000 to hire a contracted project coordinator to develop the care coordination model and conduct an environmental analysis of existing resources and unmet needs within the Waukesha County region. Project funds of approximately \$11,500 will fund training, travel, and supply costs of the coordinator and any Department staff assigned to develop the grant model. Additionally, based on project outcomes and the development of the care coordination model, nearly \$28,500 of grant funds will be used to enhance coordination and referral between human services programs and within the Public Health and Birth-to-Three program areas. This ordinance has no direct levy impact.

Responding to Gaughan’s question, Kettler said the deliverable is the model.

MOTION: Paulson moved, second by Batzko to approve Ordinance 173-O-084. Motion carried 7-0.

**Ordinance 173-O-085: Accept the Urban youth Primary Substance Use Prevention Grant and Modify the Department of Health and Human Services 2019 Budget to Appropriate Grant Expenditures and Increase Revenues (*Committee*)**

Kettler and Davis were present to discuss this ordinance which authorizes the Department to accept a \$50,000 State grant, and modifies the 2019 Department budget to appropriate expenditures to

provide substance use prevention education. Grant funding of \$30,000 is budgeted to contract with a regional agency to provide the education at three middle schools in the Waukesha area (Butler, Horning, and Les Paul) in 2019. Additional temporary support staff will provide grant oversight and reporting with additional 4-5 hours per week (approximately 0.11 FTE) for additional personnel costs of nearly \$12,000. The remaining \$6,600 will fund grant associated training, travel, and supplies and \$1,200 for administrative overhead costs. This ordinance results in no direct levy impact. The evaluation method for the program was discussed and covered.

MOTION: Gaughan moved, second by Cummings to approve Ordinance 173-O-085. Motion carried 7-0.

MOTION: Gaughan moved, second by Johnson to adjourn the Committee meeting at 3:00 p.m. Motion carried 7-0.

Respectfully submitted,

*Christine Howard*

Christine Howard  
Secretary