

JOINT HUMAN SERVICES BOARD / HUMAN SERVICES COMMITTEE

Minutes of Meeting

October 19, 2017 @ 5:00 pm

Kenosha County Job Center, 8600 Sheridan Road

Committee Members Present:

Human Services Board: John O'Day
Rick Dodge
Leah Blough
Michael Goebel
Rich Willoughby
Ellen Kupfer

Brookside Board of Trustees: Bob Pitts
Gabe Nudo

Human Services Committee: Michael Goebel
Dayvin Hallmon
Leah Blough
John Poole
Greg Retzlaff
Rick Dodge

Committee Members Excused: Andy Berg, Richard Kessler, Ron Johnson

Youth In Governance Present: Megan Setter

Staff Present: John Jansen, Tammy Capito, Laurie Staves, Ali Nelson, Ron Rogers, Doug Bartz, Terri Niesen, LaVerne Jaros, Denise Gilbert, Cindy Johnson, Nina Taylor, Fran Petrick, Emily Corsaw, Jeff Wilson, Jacquetta Gillman, Heather Tieglund, Matthew Leys, Patti Hall, James Truchan, Starr Burke, Carolyn Feldt, Tom Orendorff

This meeting was digitally recorded.

1. Call to Order/Roll Call

The meeting was called to order at 5:05 pm. by Chairman Michael Goebel. Roll call was taken.

2. Citizen's Comments – None

3. Presentation and Approval of the 2018 Department of Human Services Budget 1:34

John Jansen introduced Tammy Capito the new CFO for Human Services. Tammy presented the 3rd quarter update for 2017. After the 3rd quarter, there is additional levy need of \$71,894. Aging and Disabilities services are projecting \$700,000 over budget in behavioral services. That is being offset with savings in other business units of \$205,058 and increased revenues of \$60,424. The other big item is under Children and Family Services. Currently levy surplus of \$335,000 and most of that is MA Revenue. Health, there

is surplus of \$56,000. There is a \$25,000 revenue shortfall offset by other expenditure savings of \$82,000. Medical Examiners, there is an expected projected shortfall of \$16,000 due to an increase in autopsies. Veterans Services there is an expected shortfall of \$15,000 due to one position that was budgeted as a single health insurance when converted to family. That brings it to \$72,000 additional levy needed. Brookside is not on levy and covered under reserves. Projection for 2017 was budgeted at a 1.6 million dollar loss and as of August 31, the actuals are at a 1.1 million dollar loss.

Human Services Overview 4:54

Looking for a levy increase of \$624,000 which is 4.3% increase over 2017 adopted. The levy percentage makes up 16.4 percent and last year levy was at 16.7 percent so there is a slight reduction.

Human Services Office of the Director 7:01

FTE's are remaining at 4 and salaries and benefits is being reduced \$28,000 which the majority is for health insurance coverage that wasn't needed for an FTE. Note, under salaries and benefits portion, there are also 5 fiscal people that are not included in the FTE count because they run under the finance department. The net levy is a reduction of \$4,500 for the Office of the Director.

Central Services 8:20

Looking for a county levy increase of \$11,100 of which 10,000 is for an increased utilization in postage charges.

Workforce Development 9:31

No changes in FTE. There is also a personnel decrease of \$37,000 mostly due to health insurance and probably coverage changes among employees. Child Support Access and Visitation program has an increase expense of \$41,000. There is also a revenue increase of \$41,000 so there is no affect to levy for this program. Community Reentry program is new for 2018. With funding level of up to \$30,000 for expense. We will be matching donations raised up to \$30K by the agency that will be facilitating the program. The overall levy increase is \$13,000.

Veterans 12:21

There is a slight increase of .03 for an FTE. In the personnel changes there is the overage of \$13,000 related to single coverage converting to family coverage in health insurance. New for 2017 is the Crisis Intervention Grant from the state of \$60,000 that is a pilot program and will be in collaboration with Racine County for two years. Veterans Court which was previously supported by a grant is now levy supported and will have two participants which is \$675 per month which accounts for the additional \$16,000. The overall levy increase is \$33,000.

Supervisor Poole asked what the decreases were and what was cut. Tammy responded, that the \$33,000 is the health insurance increase and the Veterans Court increase and that the increase of \$60K in expense was offset by \$60K increase in revenue.

Medical Examiner 14:58

Accidental deaths are projected to remain the same as last year, homicides are slightly up and the natural is slightly up. They budgeted 165 autopsies for 2017 and projecting about 176 through 2017. FTE changes; there is a reduction of 1.9 FTE. It is not a reduction in FTE, it is a change in how they are paid (on call pager time being paid per shift rather than per hour). There is a proposed increase in salaries of \$18,000 and partly due to raises and training for getting deputies certified. In the rental there is a reduction of \$33,000 due to the office moving in the summer of 2018. That reduction is for the rental that is paid for the morgue at the hospital and the rental of allocation for the job center. There is an overall reduction of levy of \$1,200. Tammy shared the 2.1% of increase in fees.

Health 22:38

Proposing an increase of 6.15 FTE's. 4.15 have been added in 2017. All are funded by other sources except for one which is for a public health tech for an increase in clinic services and then the other one for 2018, is a nurse for the Vivitrol Program which will be funded through Aging and Disability. Personnel increases are \$700,000. \$390,000 was added in 2017. The public health tech will be levy funded at \$74,000 and overall salary increases of \$117,000. Looking at an increase of \$83,000 for supplies with a majority related to the Narcan. The increase for \$288,000 is for the HUD Grant and for purchased services doing work on houses.

John Poole asked why there is an added separate nurse for the Vivitrol Program. John Jansen explained that there has been an increase in participants in the program and currently there are two nurses so they need an additional nurse to take on that additional workload. John Poole asked how many people were in the program. John Jansen explained a total of 300 referrals, 97 receiving injections and 158 provided service.

Greg Retzlaff asked about the salary increases if the increases are the standard increase. Laurie Staves explained that the county did a wage class study a few years back so they could bring everybody in line with industry so they could reduce vacancies.

There is a revenue increase of \$692,000 and the main drivers are an increase of \$168,000 in the Nurse Home visiting program, \$372K for the HUD and the Narcan Grant which is \$228,000. Overall levy increase is \$185,000 with \$74,000 for the Public Tech health and \$117,000 in salaries. This was approved unanimously by the Board of Health on October 9, 2017.

Children and Family Services 31:21

No change in FTE but an increase of \$45,000 in salaries and benefits. Grants and contributions there is an increase of \$654,000, \$687,000, and \$100,000 and then a revenue increase of 1.6 million to offset. Overall, proposed additional levy increase of \$41,000.

Aging and Disability Services 35:15

For 2017 Behavioral health, there is a projected levy need of \$700,000. Over budget by \$625,000 in state institutes. Hospitals saving of \$70,000 and in outpatient services savings of \$81,000. Residential is running over \$482,000 so the net overage is \$700,000.

Regarding 2018 budget no FTE changes. There is an expense increase of \$867,000 of which \$230,000 is an increase for the KARE center and for the Jail Diversion program. Looking for a levy increase of \$343,000. This budget was unanimously approved by the

Commission on Aging and Disability Services and Mental Health AODA Services Committee on October 16, 2017.

Brookside Care Center 42:20

Laurie Staves presented Brookside Care Center. She indicated that they have a target move date of May 1, 2018. For FTE, there is a decrease of 8.3 dietary positions which is due to those positions moving over to the Unidine contract with a savings of 20-24%. Brookside is not supported by levy so they are using the Brookside reserves.

Willowbrook 59:29

Laurie Staves presented Willowbrook. They will hire a manager for a January 1, 2108 start, with 8.56 staffing for the 12 bed wing. They will use \$135,986 of reserves for a balanced budget with no levy support in 2018.

The Brookside and Willowbrook budget was unanimously approved by the Brookside Board of Trustees on October 9, 2017.

Motion to approve the 2018 Department of Human Service budget as presented by Supervisor Rick Dodge, seconded by Supervisor Dayvin Hallmon. Roll call was taken and the motion carried unanimously.

4. Any Other Business as Authorized by Law 1:10:17

Rich Willoughby stated that the way the 2017 budget was presented with a \$600,000 overage, that he didn't feel that the 2018 proposed is not in reality correct. John Jansen stated that the budget isn't closed out until March and the estimate numbers could be less. He also explained that when a budget is built, you look as past and previous years so you have a book mark to show differences.

5. Committee Members Comments 1:12:06

None

6. Adjournment 1:12:15

It was moved to adjourn by Supervisor Rick Dodge, seconded by Supervisor Leah Blough. All in favor. Youth In Governance voted to approve. **MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 6:17 pm.

A recording of the minutes is available.

Respectfully Submitted,

Jeanine Drier
Senior Administrative Assistant
Human Services - Office of the Director