

Joint Human Services Board/Human Services Committee
Minutes of Meeting
October 18, 2012 @ 5:30 p.m.
Kenosha County Job Center-Commons Area

Committee Members Present:
Human Services Board:

John O'Day, Chair
David Arrington
Sandie Bisciglia
Rick Dodge (County Board)
Jeff Gentz (County Board)
Ronald Johnson
Edward Kubicki
Michael Skalitzky (County Board)
Denis Wikel (left)
Richard Willoughby

Human Services Committee

Dayvin Hallmon, Chair
Boyd Frederick, Vice Chair
David Arrington
Erin Decker
Anita Johnson
Angelina Montemurro
Gabe Nudo

Youth in Governance:

Jacob Genthner
Stephanie Kuruvilla

Committee Members Absent:

None

Staff Present:

John Jansen, Director DHS
Laurie Staves, KCDHS Fiscal Director
Jeff Wilson, DCFS/DWD Fiscal Manager
Ron Rogers, DCFS Director
Adelene Greene, DWD Director
Laverne Jaros, ADCR Director
Janet Schmidt, Sr. Accountant-ADRC
Patty Hall, Medical Examiner's Office
Doug Bartz, Job Center Manager
Cindy Johnson, Director-Health
Wayne Krueger, Fiscal Mgr - Health
Derrell Greene, Director - Veterans
Kellye Diem, Brookside Business Mgr.
Frances Petrick, Brookside Administrator
Robert Pitts, Chair, Brookside
Board of Trustees

Others Present: Various staff from community agencies and staff from the Kenosha County Job Center.

The 2013 Proposed Budget Packets were distributed to all Committee/Board members.

This meeting was digitally recorded.

1. Call to Order

The meeting was called to order at 5:30 p.m. by John O'Day, Chairperson.
Roll call was taken.

2. Citizen's Comments (on tape at 01:32)

The following citizens spoke:

Isabel Garcia
Jack Rose
Katrina Rosenfeldt
Tissa Watson
Chad Kerkman
Dr. Brian Wolf
Rabbi Dena Feingold
Pam Jepson
Diane Lefers
Robin Neeson
Chris Schoen
Byron Wirght
Jack Waters
Mary Wagner
Jo Wynn

At this point the HSB/HSC members, Youth in Governance as well as the Division Directors, fiscal leads, business managers in the various divisions introduced themselves.

3. Presentation and Approval of 2013 Department of Human Services Budget.

John Jansen thanked everyone with the work they did on the budget. He gave a brief statement in regards to the determined effort to meet the requirements of the zero percent levy increase.

Laurie Staves reviewed the 2012 Quarterly Financial Status Update Report. **(on tape at 43.22).**

Laurie stated we are at a break-even point of \$35,620 for the end of September 2012. This year we are experiencing a health insurance fund surplus. We expect a \$250,000 return for health insurance cost. Laurie added that we have a lot of federal and state funding sources. Laurie defined direct cost and added as long as we put up levy match we can draw down federal and state source funds. The direct cost is what is in this building and at Brookside. Indirect costs are outside of our department meaning county indirect. Laurie added that we share in the allocation for information technology, personnel, public works etc. Maximus that does a yearly cost allocation plan and Human Services are allocated a portion of those County indirects. We are not charged levy for it. We take these costs and spread them across our federal and state funding sources and with the levy match we are able to draw down some reimbursement for costs. This year we are going to drawn down \$163,578 more than what we told them the budget was. We are returning this to the General Fund. Laurie went on to explain that with these funds we would settle the Health Department city settlement of \$170,501 and we would have a surplus of over \$200,000.

DHS Overview (on tape at 47.35)

Laurie gave a summary of the Department of Human Services 2013 proposed versus 2012 adopted recap. Laurie stated we can draw down an additional \$619,640 over 2012 budgeted costs. Laurie went on to discuss why we can do this. The allocation that is coming to us through the Maximus cost allocation plan has increased from the other department's cost. We are getting a bigger share of the county's indirect.

Laurie added in 2013, W-2 goes away. This is a funding source that we had to allocation across. We never received any money for it because it was 100 percent program and benefits. We were never able to draw down any funds. The end result is that we are able to put \$418,360 back to the general fund using our funding sources.

Laurie Staves stated the Department has a 71.5 million dollar budget for 2013.

Laurie went on to explain where we are capturing the funds from. Laurie added this year the federal is the highest at 42.4%. We are increasing our federal by 2.3%. Laurie added the State is decreasing 5.9% from 2012. A lot of this is W-2. Laurie explained the need for grants.

Laurie stated we still have bandages with the budget and with the State funding decreasing the bandages still need to be covered and we can't when there is a zero percent levy on the table. Laurie added grants offer job opportunities. It also covers administrative overhead that already exists which is usually paid by levy. But with grants we can allocate some of that overhead and alleviate levy.

Department of Human Services - Five Year Levy Comparison - Budgeted vs. Actual. (on tape at 52.45)

Laurie stated we have actually giving back 2.3 million dollars over the last five years.

Department of Human Services - Recap of 2013 Proposed FTE Changes (on tape at 53.45)

Laurie stated we added a lot in 2012, but we had to look at doing business differently to reach that zero percent levy objective. Overall, we are down 2.71 FTEs.

Laurie stated that part of the change was they put staff in the position that they actually sit and work. The FTE departmental moves are a wash. Laurie explains the 2013 reduction in staff and the request for additions. She stated as funding goes away the position is eliminated. Laurie also stated that they have been assured that anyone who is here 12-31-12, that Human Services has eliminated, will be offered county positions somewhere else.

We are going to try to add three (3) Economic Support Specialist positions. This amounts to a 1.0 net reduction in Economic Support.

In 2012 we gain a new Medical Examiner and a whole new office. (Increase of .87 positions.)

The Health Department positions were all added through resolutions for this year. The Office Associates are replaced with a Public Health Technician positions.

The Public Nurse at KAC is being eliminated. The KAC contract for a nurse is being

eliminated with the contract.

The HUD Healthy Home grant positions are being eliminated.

There is a .75 Laboratory Technical Assistant which is contracted however will change to a county position as it is more efficient. This is budget neutral.

In Aging we are eliminating a .5 Office Associate position. In DCFS a 1.0 position and a .5 position in DADS will be eliminated. We will then contract for data scanning services.

In DCFS, 14.5 positions will be eliminated. A reduction of 6.5 positions in which 2 are vacancies and we are also moving 3 FTEs to DWD for the first quarter. This is a net reduction of 1.5 Office Associate positions at end of year. These are all are moves in DWD and Office of Director. The System Support Worker will be shared with DADs and is in budget.

At Brookside they added, via resolution, to increase budgeted FTE of .8 to LPNs and RNs positions. The Activity Director will be replaced with a contracted position. The Dietary Building Maintenance position will change from 40 to 20 hour position.

Office of Director (on tape at 1:05:23)

Laurie added we increased \$242,413. This is because of the FTE moves and salaries. It was noted that because the Office of the Director serves every department in the Division we are able to draw down federal and state dollars to offset our levy.

Central Services (on tape at 1:08:06)

Central Services takes care of everyone and everything in this building. Since January they have added 300 plus people. Central Services also provides security in the building. They maintain over 115 pieces of equipment. We exchanged the County employee to a contracted service. There is no additional added levy for this department.

Workforce Development (on tape at 01:11:09)

Laurie explained the need for the additional three (3) Economic Support Specialists in the Division of Workforce Development.

In Summary, there are 53,000 (1/3 of population) Kenosha County residences on some type of assistance. The cases are increasing. Year to date we have exceeded the total number of cases of all of 2011 and 2010 annually. The City of Kenosha residents have 82% of cases (of the 53,000) and 18% (10,000 cases) are all other counties in Kenosha.

Erin Decker asked as why the chart doesn't have Wheatland or Somers? Laurie stated we were tracking it by what the State gave us or it could be that the percentage is small that it didn't come out on the chart.

Laurie explained the chart on the Kenosha County Income Maintenance monthly average caseload for Economic Support Specialists. She added the last 5 months the caseloads has consistently been over 20,300.

Laurie stated even though the new agency will be administering the W-2 cases, the Kenosha County Economic Support Specialists will continue to handle these same 550 cases for eligibility determination, Childcare, FoodShare and Medical Assistance programs. Workforce Development is just losing the W-2 piece of the program not the people.

Erin Decker asked why W-2 is moving out. Laurie stated the State put out a RFP which was reviewed by Fiscal. The funding was decreasing and Fiscal didn't think it would keep us off levy as there is no levy in W-2. The State put out the RFP more for collaboration or joining reasons. We decided not to go ahead with it. The clients won't see a difference as they will still have their Economic Support Specialist.

Michael Skalitzky asked if the economy should improve and we can reduce the numbers, do we have a long term plan for allocating people. What can the taxpayers expect? Laurie stated keep in mind we are losing two ES workers not adding.

Adelene stated we have been tracking our caseload for 15 years and in more instances caseloads continue to increase not decrease. If it does decrease we would take a look at our staff levels and make adjustments.

Richard Willoughby asked why not strategically plan to go in with two down and see how it goes in the first quarter and then phase people in rather than staff them upfront. We are already going to be down two. Maybe we can do it with two down.

Adelene stated it is not speculation that we need the level of staffing that we have right now. Adelene further explained the consortium and performance standards we must maintain and meet in order to be in compliance with the State. The State has visited us three times. The Consortium has had challenges in meeting the State requirements. If we don't improve they will take over and take the levy dollars to operate the program. We are challenged right now with the number of staff we have.

Boyd Frederick explained how it would cost more if the State would take over. Milwaukee County has cost the taxpayers millions of dollars once the State came in.

Dayvin Hallmon also commented that when speaking with a Milwaukee County Supervisor he understood that it cost Milwaukee County an additional 12 million dollars. He added when the Governor was the Milwaukee County Executive he was actually against the State taking over the Income Maintenance Program in Milwaukee.

Laurie added there is a three (3) month training period for Economic Support Specialists.

Veterans (on tape at 01:33:20)

There are 13,000 veterans in Kenosha County. Veterans are down to a zero levy.

Medical Examiner (on tape at 01:34:15)

The ME budget would be over \$80,000 due to increases in autopsies.

Ed Kubicki asked how we compare with other counties in regards to the amount of autopsies. Laurie didn't know. The fee for an autopsy is \$1200 dollars. Laurie stated it has been \$1200 for years. Ed Kubicki asked if we could do our own autopsies. Laurie Staves stated we would need a doctor.

Discussion continued on the building rental of \$25,000 for morgue area. It was stated that the lease is for another year and a half. Gabe Nudo asked how long the lease was for. Laurie stated it is a 5 year lease through August 31, 2013.

Health (on tape at 01:39:06)

Laurie added a lot of the increases are from the 2012 resolutions that we have to add moving into 2013. We are serving more county residents than city.

Laurie reviewed the 2013 proposed clinical service fee schedule. The fee schedule is based upon the clients' income level and that is where the fees are going to land. The Board of Health adopted this.

Aging & Disability Services (on tape at 01:42:30)

The increase days of care will cost an additional \$305,000 this year.

Average cost for institute day of care is \$999 a day, hospitals is \$650, care center is \$280. Laurie added knowing our numbers today we had to cover it. We can't go into 2013 knowing we have this deficit. For Aging this is the largest increase for their budget.

Erin Decker asked Laurie to clarify the Western Transit numbers. Laurie added that it looks like there is a slight increase for transit but it is from the adopted. In 2012 we received additional money but it is not coming back in 2013. Laurie added we are decreasing from 3 regular routes to 1 regular route in order to save for the reduction. It looks like we are getting an increase but we didn't.

Children & Family Services (on tape at 01:49:33)

W-2 revenue served DCFS and DWD. This is being eliminated.

For out of home placements we are breaking even because of less restrictive categories.

Brookside (on tape at 01:54:15)

Through a joint effort with Public Works, Fran and her staff got together and they are proposing the following changes. Laurie noted that if vacancies occur it can take effect immediately after passage of budget.

Laurie added for Brookside we are losing a 1.0 FTE. Laurie then went on to explain the changes. Laurie stated all Laundry/Housekeeping positions will be called Environmental Services Support Workers to offer more flexibility in cross training between duties.

Laurie added we are running \$300,000 to the good through September. For the target we should be at 75% of our budget. We are ahead in private pay. In Medicaid we are down.

Laurie went on to explain the census. She added as the census increases so do the costs. To note is Brookside will be paid off in September 2013.

Laurie added that the private pay rate is \$290.00 a day. We are proposing for 2013 to increase the private pay rate to \$298 a day with a 1.0 increase in the census to 30. With the increase of one more day of private pay we can pull in about \$193,000 more.

Internal Service Fund (on tape at 02:08:07)

Laurie explained the DHS Internal Fund. When we moved into this building we had a debt to pay off on this building. A lot of dollars are contributed from rents that the Divisions and Job Center partners are paying. Laurie added that we will be paying off the building this year however we still have debt services for remodeling projects since 2005. We are receiving more rents than depreciation so we are actually \$200,000 negative which is a reduction of county levy for the whole department.

Rick Dodge asked about Act 10 and how it plays into the budget. If the judge's decision is upheld than the contracts that the county has in effect now would remain in effect. He asked if we are allowing for that in the budget.

Laurie stated we are allowing and going forward status quo. All the savings for the retirement contributions is including in our savings in the budget.

Richard Willoughby made a comment on the Brookside Medicare census going up in 2010 and how we hired additional people to impact this. He stated that was a strategic plan that was managed successfully.

Human Services Board

John O'Day asked, what is your pleasure on the budget. Motion to move to accept as presented by Ed Kubicki, seconded by David Arrington. Moved and seconded by Human Services Board. Motion approved unanimously.

Human Services Committee

Dayvin Hallmon asked, what is your pleasure on the budget. Motion to approve by David Arrington, seconded by Anita Johnson. Moved to accept the 2013 DHS Budget as presented. Budget is adopted.

4. Such Other Business as Authorized by Law. None
5. Committee Members Comments - Dayvin Hallmon thanked Mr. Jansen and Laurie Staves and all Division Heads for their work. He also thanked the public and members of the committees. Laurie Staves added the budget will be on Kenosha County's website for anyone to view.
6. Adjournment
It was moved to adjourn by Supervisor Erin Decker seconded by Supervisor Anita Johnson. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Margaret DesArmo
Senior Office Associate

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NOTE: A copy of this recording is available upon request.