

HUMAN SERVICES /DISABILITY SERVICES COMMITTEE

Minutes of Meeting
October 19, 2004, 6:00 p.m.
Kenosha County Administration Building
Auditors Conference Room, 2nd Floor

Committee Members Present: John O'Day, Don Smitz, Judith Rossow, Barb Rankin, Marbeth Knoff, William Grady, William Michel II

Staff Present: Dennis Schultz, Laurie Staves, Jeff Wilson, Michelle Eisenhauer, Tom Orendorff, Chris Hribal, Frank Matteo

Others Present: Bob Reidl

The meeting was called to order at 6:00 p.m. by John O'Day.

1. Comments by the Chair - None
2. Citizen's Comments - None
3. 2005 Budget Presentations:
Copies of the presentation were distributed to all committee members.

Mr. Grady requested that each division outline FTEs per division and indicate whether this is an increase or decrease from the 2004 budget.

DHS Overview

Dennis Schultz introduced the 2005 Budget with an outline of the Department of Human Services Budget Goals and reviewed the Department of Human Services 2005 Levy Objective.

The total County expenditure budget is \$182,683,641 of which DHS' portion is \$84,926,595 (46%). The non-levy revenue is \$134,984,675 County, of which \$72,782,128 is DHS (54%). Levy is \$47,698,966 for the County, of which \$12,144,467 is DHS (25%). The DHS County Personnel increased 4.69 FTE, of which 3.63 were added via resolution in 2004. Contracted personnel were increased 2.5 FTEs in 2005, of which 2.00 FTEs were added via resolution in 2004.

Laurie Staves introduced 2005 budget neutral accounting changes related to rent and occupancy charges. In prior years the net accounting for rent and occupancy was in Workforce Development as primary DHS tent in the building. In 2005 all divisions will report their individual cost for rent and occupancy and Central Services will be the new 2005 DHS reporting area where some costs will be allocated.

Office of the Director:

Laurie Staves introduced the 2005 Office of the Director Budget. FTEs decreased 1.0 due to the transfer of the Central Services Manager position to the Central Services

budget. 2005 Office of the Director budget is \$572,203, with \$200,406 revenue. The 2005 levy is \$354,297.

Central Services:

Laurie Staves introduced Central Services as the new 2005 budget reporting area. The FTEs increased 1.0 (transfer of the Central Services Manager from Office of the Director). Total expenses for Central Services are \$922,663 and revenue is \$922,663 from rental income of DHS/Job Center occupants. There is no levy in this budget.

Mr. O'Day questioned the Central Services Manager position, what level this position is within the county structure and who this person reports to in the DHS system. Dennis Schultz responded that this position is a mid-level position and reports to both the Assistant Director of Human Services and the Department Head.

Aging Services:

Laurie Staves introduced the 2005 Aging Budget. FTEs for this division remained the same as 2004. Personnel costs increased an average of 6.4%. Total 2005 budget is \$10,414,808, with revenue of \$9,605,461, and levy of \$809,347.

Mr. Grady commented that the revenue side of this budget looked optimistic. Laurie Staves commented that this budget is based on history and current experience. Dennis Schultz added that there are still waiting lists for many services like COP and Volunteer Escort.

Brookside:

Laurie Staves introduced the 2005 Brookside budget. Brookside FTEs remain the same as 2004 at 154.12 FTEs. Their 2005 budget is \$11,350,360, with \$8,834,510 in revenue. The 2005 levy is \$2,515,850 (a decrease of \$334,809). Laurie noted the Capital Outlay item includes the implementation of a fiscal/clinical software program to replace the current DOS based program, which was implemented in 1986.

Mr. O'Day reviewed for the committee a question raised at the Joint Committee meeting October 13, 2004. At that meeting, Denis Wikel questioned the goal to increase the number of private pay residents in the budget to reflect the current level. Mr. O'Day stated that the question of the County of Kenosha running a nursing home needs to be discussed by the County Board, not this committee but he wanted this committee to be aware of the question.

Disability Services:

Laurie Staves introduced the 2005 DDS budget. FTEs remain the same in 2005 and personnel costs increased average is 5.9% for 2005. The 2005 DDS budget is \$19,201,051 of which \$17,977,885 is revenue and \$1,223,166 is levy. Laurie explained the \$575,257 decrease in expenses and revenue for Early Head Start Grant results from Kenosha Achievement Center becoming the grantee in 2005. DHS has been the pass through for funding in previous budgets.

Chris Hribal, Planning and Development Coordinator for DDS, expressed apologies from Division Director Ron Frederick, who was unable to attend the committee meeting. Chris introduced and explained the services DDS provides through a large number of

contracts. Chris shared that one of the successes for DDS in 2004 was the Community Support Program, run by Bell Therapy. When they took over the contract, the staff-client ratio was 12.24:1. Best practice recommended by the state is 10:1. Latest indications are that Belle Therapy has successfully brought the program in under the recommended ratio and shows a staff-client ratio of 9.67:1.

Mr. Grady asked for clarification on the two revenue line items listed in the budget book.

Children & Family Services:

Laurie Staves introduced the 2005 DCFS budget. FTEs remain at the same level as 2004. The 2005 budget for DCFS is \$19,246,260, with \$14,402,702 in revenue. The levy is \$4,843,556.

Mr. O'Day asked about the increase in medical coverage and how the increase appears larger in this division. Jeff Wilson responded that this is determined based on single vs. family coverage and some departments see bigger increases based on coverage in each of those categories.

Laurie Staves directed the committee to the placement chart on page 39 of the handout and reviewed the development of the placement committee. As the result of creative use of resources, the placements dropped from 2001 to the present.

Mr. Grady questioned the decrease in funding to KUSD. Laurie clarified this was a result in decreased funding for Community Learning Centers and therefore a corresponding decrease in services.

Mr. Grady questioned the building rental allocation process and how the amount is determined. Laurie Staves indicated that the allocation is based on FTEs and square footage occupied.

Mr. Michel asked about revenue returned as a result of the decrease in out of home placements and if that corresponds to the amount transferred to the Medical Examiner budget, which was affirmed.

Workforce Development:

Laurie Staves introduced the DWD budget for 2005. FTEs for 2005 increased 3.5 (all positions which were added in 2004 via resolution). Total 2005 budget is \$17,319,701, with \$16,015,364 in revenue and \$1,304,337 in levy. Laurie highlighted the efforts of the W2 Benefit Reduction Committee, which reviewed services and systems to effectively meet the needs of participants and reduce costs. That effort has shown results by significantly lowering the estimated W2 benefit expenditures.

Health:

Laurie Staves introduced the 2005 Health budget. FTEs increased 1.19 including .13 for laboratory hours which was added via 2004 resolution. Total 2005 budget is \$4,848,560, a decrease of \$866,876 resulting from an accounting change. In prior years interdivisional contracts with DCFS, DDS and Aging resulted in Health reporting all expenditures. The 2005 accounting change will result in all expenses and revenue being charged to the appropriate division budget where they occurred.

Mr. Grady questioned the building rental increase for Health which Laurie Staves clarified is a result of the move to the new building.

Veterans Services:

Laurie Staves introduced the 2005 Veterans Services budget. FTEs remain the same at 3.0. Total 2005 budget is \$260,758, with \$13,000 revenue and \$247,758 levy.

Medical Examiner:

Laurie Staves introduced the new addition to Human Services Department: the Medical Examiners Office. After reviewing practices, evaluating procedures and assessing needs, DHS staff are recommending an increase of 1.16 FTEs which includes a full-time Office Manager. The Division of Personnel Services will transfer \$10,000 levy to offset the cost of this additional position. Expenses are based on current utilization and revenue will be increased by raising the fee structure for services provided (page 69 of the handout).

MOTION by Marbeth Knoff to approve the Division of Disability Services 2005 budget as presented, seconded by Judith Rossow. MOTION CARRIED UNANIMOUSLY, Colleen Sandt voted by proxy. William Michel II abstained.

MOTION by Don Smitz to approve the 2005 Department of Human Services budget as presented, seconded by William Grady. MOTION CARRIED UNANIMOUSLY.

4. Such Other Business as Authorized by Law - None

5. Committee Members Comments - None

6. Adjournment

It was moved to adjourn by William Grady, seconded by Don Smitz. Meeting adjourned at 7:15 p.m.

Respectfully submitted,
Michelle Eisenhauer