

**Lafayette County Human Services  
Board Meeting Minutes  
Thursday, August 11, 2016, 2016**

*Lafayette County Human Services provides an array of cost effective, quality services, and community-based support for individuals and families to improve their quality of life.*

**Board members present:** Sherry Crist, Connie Hull, John Perkins, Richard Roelli, Leon Wolfe

**LCHS staff present:** Kristine Brunkow, Shane Schuhmacher, Marjean Sutherland, Robert Schroeder

**1. CALL TO ORDER**

- a. The meeting was called to order by Leon Wolfe at 6:00 p.m. The meeting was properly posted at the Courthouse, Municipal Building, Lafayette County Human Services and e-mailed to The Republican Journal.
- b. Motion by Sherry Crist, second by John Perkins to approve the agenda as posted; carried.
- c. Motion by Connie Hull, second by Richard Roelli to approve the minutes of the July 1, 2016 and July 14, 2016 meeting as printed; carried.

**2. PUBLIC COMMENTS**

- a. Shane Schuhmacher introduced Robert Schroeder as the new ADRC/Aging Manager.

**3. FISCAL REPORT**

- a. There were no unusual payments this month. Mr. Schuhmacher reported that there are a number of trainings for staff in the next couple of months.
- b. Nicola Maurer was not able to be at tonight's meeting; but sent a note stating as a whole Human Services' levy usage at this point in 2016 is similar to last year. The departments that show a significant adverse fluctuation compared to this time last year are Long Term Support, ADRC and Admin/Support/Unallocated.
- c. Mr. Schuhmacher reported Johnson Block will assist the agency with the single audit next week.
- d. No unusual payments for the Aging Unit.

**4. APPROVAL OF EXPENDITURES**

- a. Motion by Richard Roelli, second by Connie Hull, to approve the LCHS vouchers as scheduled; carried.
- b. Motion by Richard Roelli, second by Connie Hull, to approve the Aging Unit vouchers as scheduled; carried.

- 5. AFFORDABLE CARE ACT (ACA) STATUS UPDATE-**Mr. Schuhmacher and Mrs. Sutherland are requesting the ACA position become a permanent full-time position within LCHS. See #6.

**6. ECONOMIC SUPPORT PROGRAM OVERVIEW**

- a. Marjean Sutherland, Economic Support Manager, presented an overview of the history of the Economic Support Program.

The Economic Support Unit provides an integrated service delivery system for public assistance programs. The unit is mandated to provide the administrative functions for the State/Federal financial assistance programs to help residents of Lafayette County to sustain and improve their quality of life.

Prior to 2012, all services for Lafayette County residents were completed by Lafayette County Staff. Each worker had their own caseload of customers that they were responsible for. In January of 2012, The Governor's Biennial Budget required that the service delivery model for Economic Support Programs be regionalized. Wisconsin's goal was to continue high quality customer service at the local level while achieving administrative and cost efficiencies statewide to address the State's difficult fiscal situation. They originally looked at having the programs all administered through the State instead of the Counties. The Economic Support Policy Advisory Committee worked diligently with the State IM staff to keep the Counties involved due to knowing, by previous practice, that doesn't work. They came up with the consortia concept and worked together for months to come up with something that the House and Congress would agree on and the budget was signed. Eleven Consortia were formed.

Each consortium could decide how they wanted to do business. Southern Consortia (Lafayette, Iowa, Grant, Green, Crawford, Jefferson & Rock) started as a call change center. Customers would call there to ask questions and make changes on their case. Over the years it has expanded into processing requests for assistance, priority food share, documents and now to one-touch. This was a big change for staff and customers who were used to having "a worker" that they would call for all their needs. Each county in the Southern Consortium now has teams consisting of Family, EBD (elderly blind & disabled), Child Care and Long Term Care.

The affordable care act was implemented January of 2014. This completely changed the Badgercare rules and who was eligible to receive the benefit. Prior to this, childless adults were not eligible for Badgercare but with this change they were now eligible if their income is under 100% of the poverty level. Badgercare has always been based on income but now it changed to taxable income. It also changed how we count group members. It went from who was legally responsible for each other to who was claimed on their tax return. This causes some difficulty in the cases for families who claim individuals on their taxes but they are not in their household. It also increased the number of Badgercare applications/recipients since anyone applying for insurance through the marketplace, whose income looked to be low enough to be eligible for Badgercare, the system automatically sent them through the Access system to Lafayette County to process. There is no choice in this for the customer, it happens automatically. The customer could choose not to receive Badgercare but they also would NOT be able to get the marketplace insurance. The law states that if someone is eligible for their State Medical Assistance, they are not eligible to receive the Federal subsidy for insurance. Due to these changes and the increased

workload, funding was allocated to cover the costs of adding staff. We were able to add one staff member making the unit a total of five. With the recent change of lead worker (Marjean Sutherland) becoming manager, the unit is now down to 4 full time economic support workers. This is the minimum number of workers that is needed to be able to do the work required for the Income Maintenance programs and fulfill our duties with the Southern Consortium.

On July 1, 2016, two Major changes happened for the Income Maintenance division.

The Federal Nutrition Service (FNS) added new requirements for the Foodshare program called "Foodshare On-Demand". Telephone contact must be made to the customer to complete the interview by the day after application was received and for renewals by the 5<sup>th</sup> day after received.

The Southern Consortium started One Touch Service. The one touch philosophy of the Southern Consortium means that we process the case from beginning to end with the client on the phone. Customers can still schedule appointment to come in the office or do an appointment with their County staff over the phone if they chose.

**Due to these changes there was an increase of call center hours for Lafayette County from 22 hours to 50 hours per week.** Lafayette County Economic Support Staff is still responsible for all their usual duties. This change did lower the number of appointments scheduled at the county level which was the expectation to offset some of the extra hours on the call center.

- b. Following the presentation; motion by Connie Hull; second by Sherry Crist to make the ACA position a permanent full-time position; motion carried. This will be sent on to the Human Resources Committee for approval.
7. **FAMILY SERVICES UNIT REPORT**-Mr. Schuhmacher presented a handout outlining there are currently 10 children placed out of the home for Lafayette County. Five of the children are court ordered placed with relatives; three children are placed in a residential setting; one child is placed in a group home and one child is placed in a County Foster Home. LCHS currently has three licensed foster homes; one respite only provider; one potential licensing action and two families expressing interest in the licensing process.
8. **PERSONNEL**
- a. New Emergency Mental Health Coordinator-Mr. Schuhmacher stated the need for a Crisis Coordinator. Mr. Schuhmacher reported this position would be 70% reimbursable. A Master level person would be needed. This position is primarily responsible for crisis intervention programs (DHS 34). Motion by Connie Hull; second by Leon Wolfe to approve the new position and job description as presented; motion carried. This will be passed on to the Human Services Committee for approval.
  - b. AODA Vacancy- Mr. Schuhmacher reported the need to fill the vacated ADOA position. He presented with an updated Job Description and wage request of \$18.24 to \$23.74/hour. Motion by Sherry Crist; second by John Perkins approving the request to fill the vacated AODA position; the updated Job Description and the wage request between \$18.24 to \$23.74/hour; motion carried. This will be passed on to the Human Resources Committee for approval.

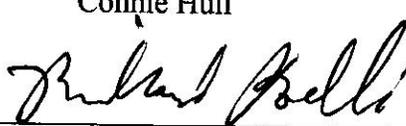
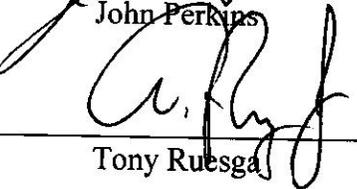
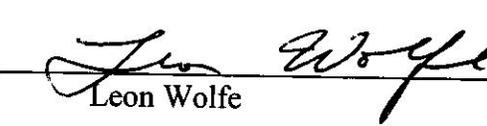
9. **DIRECTOR'S REPORT**

- a. Employee Comp and Overtime Report- The total hours for comp time for the period of July 4, 2016 to July 31, 2016 for LCHS was 61.28 hours and the total overtime hours was 26.50 hours.
- b. ADRC/Aging Manager Position Update – Robert Schroeder was hired as the ADRC/Aging Manager; he started on August 8, 2016.
- c. Financial Manager Position Update – Margaret Sutter was hired as the Financial Manager; she will start on August 24, 2016.
- d. Family Services Manager Position Update – Interviews are set for August 12 for this position.
- e. Disability Benefit Specialist Position Update – There were no internal applications; this position will be advertised.

7. **ADJOURN**

- a. The next meeting was set for **Wednesday, September 14, 2016** at 6:00 p.m. The Audit Committee will meet at 5:45 p.m.
- f. Motion by John Perkins; second by Richard Roelli to adjourn at 7:37 p.m.; motion carried.

Reviewed by \_\_\_\_\_  
Shane Schuhmacher, Director Date

_____ Sherry Crist	_____  Gerald Heimann
_____  Connie Hull	_____  John Perkins
_____  Richard Roelli	_____  Tony Ruesga
_____ Jack Sauer	_____  Leon Wolfe