

*Lafayette County Human Services
Board Meeting Minutes
Thursday, February 15, 2018*

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: Gerald Heimann, Connie Hull, John Perkins, Richard Roelli, Tony Ruesga, Leon Wolfe (Sherry Crist is excused)

LCHS staff present: Kristine Brunkow, Shane Schuhmacher, Margaret Sutter

Others present: Tara Kleinhans, LCHS Corporation Counsel

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 Gerald Heimann, second by John Perkins to approve the amended agenda as posted; carried.
- c. Motion by Tony Ruesga, second by Connie Hull to approve the minutes of the January 15, 2018 meeting as printed; carried.

2. PUBLIC COMMENTS

- a. No public comments were submitted.

3. FISCAL REPORT

- a. YTD, Total Human Services is under budget for expenditures \$144,033 and under budget for revenue \$267,279. Levy usage through December 31, 2017 (\$1,891,150).
- b. YTD, Support & Unallocated is under budget for expenditures \$30,957 and under budget for revenue \$14,622. Levy usage through December 31, 2017 (\$11,459).
- c. YTD Behavioral Health is under budget for expenditures \$441,567 and under budget for revenue \$195,677. Levy usage through December 31, 2017 (\$598,113).
- d. YTD Institutional is over budget for expenditures \$72,550 and over budget for revenue \$17,617. Levy usage through December 31, 2017 (\$344,933).
- e. YTD Economic Support is over budget for expenditures \$6,106 and over budget for revenue \$53,405. Levy usage through December 31, 2017 (\$45,648).
- f. YTD Family Services is over budget for expenditures \$69,216 and under budget for revenue \$26,263. Levy usage through December 31, 2017 (\$141,553).
- g. YTD Long Term Support is over budget for expenditures \$194,204 and under budget for revenue \$132,477. Levy usage through December 31, 2017 (\$794,343).

- h. YTD ADRC is under budget for expenditures \$13,586 and over budget for revenue \$30,738. Levy usage through December 31, 2017 \$44,880.
- i. YTD Aging is under budget for expenditures \$12,357 and under budget for revenue \$26,826. Levy usage through November 31, 2017 (\$98,628).
- j. Margaret Sutter gave the Committee some background information on the Aging budget numbers over the past few years. For example; in 2014, the Aging levy was \$155,000; in 2015 the Aging levy was \$114,000; in 2016 the levy was \$75,000 plus using \$40,000 in COA surplus funds; and in 2017 the levy was \$38,159 plus using \$46,000 in COA surplus funds. Ms. Sutter anticipates that Aging may need to use an additional \$13,500 in surplus funds. Ms. Sutter wanted the Committee to know that the COA surplus funds are near depletion; therefore, next year's Aging budget will probably need to have a higher levy request.

4. APPROVAL OF EXPENDITURES

- a. Motion by Richard Roelli, second by Tony Ruesga, to approve the LCHS vouchers as scheduled; carried. Gerald Heimann abstained.
- b. Motion by Richard Roelli, second by Tony Ruesga, to approve the Aging Unit vouchers as scheduled; carried.

5. PERSONNEL

- a. Secretary IV Request for Non-Qualified FMLA Leave-The Secretary IV employee has not been employed long enough to qualify for FMLA Leave. She is requesting Non-Qualified FMLA leave to spend time with a family member.
- b. Family Services' Employee Request for Non-Qualified FMLA Leave-The Family Services' employee has not been employed long enough to qualify for FMLA leave. She is expecting a baby in June and requesting Non-Qualified FMLA for the time she is on maternity leave.

6. **CLOSED SESSIONS**-Motion at 6:20 p.m. to go into Closed Session for not less than 10 minutes pursuant to the exemption contained in Sec. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee by Tony Ruesga, second by Connie Hull. Motion carried by unanimous roll call vote.

7. **MOTION TO RETURN TO OPEN SESSION** at 6:30 p.m. by Tony Ruesga, second by Gerald Heimann. Motion carried by unanimous roll call vote.

8. **MATTERS DISCUSSED IN CLOSED SESSION**- Motion by Tony Ruesga, second by Richard Roelli approving the Secretary IV and Family Services' Employees request for Non-Qualified FMLA leave; motion carried. This request will be forwarded to Human Resources for approval.

9. **MENTAL HEALTH MATTERS**-Mr. Schuhmacher has been meeting with Lafayette County community members regarding a behavioral health project. During the week of March 18; the community members across Lafayette County will be promoting mental health in various ways (handing out literature, news articles, etc.). Mr. Schuhmacher requested additional levy funds to purchase

materials for this project. Motion by Tony Ruesga, second by Connie Hull to allocate additional levy not to exceed \$1000 for this project. Motion carried.

10. **DIRECTOR'S REPORT**

- a. Employee Comp and Overtime Report- The total hours for comp time for the period of January 1, 2018 to January 28, 2018 for LCHS was 68.69 hours and the total overtime hours was 13.50 hours.
- b. Opioid Epidemic Update-Mr. Schuhmacher indicated the County is authorizing Corporation Counsel Nathan Russell to draw up a resolution and engagement letter in order for Lafayette County to join in with other counties in Wisconsin to file a lawsuit against the makers of prescription opioids.
- c. Mental Health Coordinator-CCS Facilitator Vacancy Update-Interviews were held today, February 15 for the Mental Health Coordinator-CCS Facilitator position. None of the three applicants interviewed were qualified for the position. Therefore, the vacancy will be re-advertised for two more weeks in the Republican Journal, on the County website and on the JobNet website.
- d. Netsmart Update-Mr. Schuhmacher reported LCHS went live on February 1st. He reported the agency continues to learn and implement the system.

11. **ADJOURN**

- a. The next meeting was set for **Monday, March 12, 2018** at 6:00 p.m. The Audit Committee will meet at 5:45 p.m.
- b. Motion by John Perkins, second by Richard Roelli to adjourn.
- c. The meeting was adjourned by Chair Leon Wolfe at 7:00 p.m.

Reviewed by _____
Shane Schuhmacher, Director Date

Sherry Crist

Gerald Heimann

Connie Hull

John Perkins

Richard Roelli

Tony Ruesga

Jack Sauer

Leon Wolfe