

**Minutes**  
**Human Services and Health Board Meeting**  
**Wednesday October 5, 2022-6:00 pm**  
**Dodge County Administrative Building**  
**Auditorium Rooms H & I**  
**127 East Oak St, Juneau, WI 53039**

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1. Call to Order by Jenifer Hedrick at 6:00 p.m.
2. Roll Call and Non-Committee Member County Board Attendance

**Board Present:** Lisa Derr, Marilyn Klobuchar, Jody Steger, Jennifer Keyes, David Guckenberger, Steve Kauffeld, Jenifer Hedrick, David Godshall

**Absent/Excused:** Mary Rosecky

**Staff Present:** Director Becky Bell, Division Manager Angela Petruske, Accounting Technician Felicia Bruyette, Division Manager Sheila Drays, Division Manager Alyssa Schultz

**Others Present:** County Chairman David Frohling, County Administrator Cameron Clapper

3. Approval of the minutes of the August 31, 2022 Meeting

Motion by Marilyn Klobuchar to approve the August 31, 2022 minutes. Seconded by Jody Steger. Motion carried.

#### 4. **BOARD ACTION**

##### A. Review, Discuss, and Take Action for the 85.21 Transportation Grant CY 2023

Ms. Drays explained to the Board that each year an application is completed for the 85.21 Transportation Grant. The Grant covers operational expenses for the year and the minutes from the Board showing that an approval to apply are required with the grant submission. The amount that is being applied for is \$228,094 and Human Services must match 20 percent of that cost. The 20 percent match is around \$45,000. The final step for the grant is an open hearing session, which has been scheduled. After that, the application can be sent in. A motion was made by Jody Steger to approve the completion of the application process. Motion seconded by David Godshall. Motion carried.

#### 5. **DIRECTORS REPORT– Ms. Bell**

##### A. Public Health Updates

Ms. Bell informed the Board that a candidate interviewed for the position of the Public Health Officer and the Department extended an offer to the candidate that was accepted. The candidate will begin on November 14<sup>th</sup>. Ms. Bell explained that this candidate is just shy of meeting requirements by the state of Wisconsin, so Kim Mueller, Fond du Lac Public Health Officer, has agreed to mentor the candidate beginning November 1<sup>st</sup> until requirements are met for the candidate. He is short of the requirement of 3 years of experience by about 3 or 4 months. The candidate is originally from Columbus Wisconsin and moved to Texas.

While in Texas, the candidate developed a program for restaurants for the disposal of greases and oils to eliminate hazards. He has a Bachelor's degree in Environmental Health and a Master's degree in Global Health, with experience in environmental health. Staff involved with the hiring process included Ms. Drays, Ms. Bell, and some of the Public Health staff.

**B. Preliminary 2022 End of Year Projection**

Ms. Bell informed the Board that the projected deficit of \$1.7 million remains the same. It was noted that Ms. Petruske will do an analysis through September of 2022 for the next meeting to specifically see where the Department is at. Supervisor Guckenberger inquired about places to minimize spending. Ms. Bell explained that the Department will not be filling any open positions through the end of the year, is not ordering any office supplies through the end of the year aside from paper, and is holding off on allowing staff to register for any non-mandatory trainings through the end of the year. The Department will also only allow essential travel for employees, and, as a general rule, will not offer overtime. Another area that will also help to minimize spending is by assisting with children currently placed at residential care centers to return back to the community and their homes. Ms. Bell stated that there are some areas of unknowns in the projection. The Department is hopeful that there will be some sort of reimbursement through the WIMCR process. Although that number will not be known until December. Supervisor Hedrick inquired how the deficit will affect the County as a whole. Administrator Clapper responded that the county has some budgets that are over, some budgets that are under, and a general fund. Mr. Clapper went on to explain that if one department is not able to cover all costs for their budget, then the entire county is looked at to see where funding can be pulled from. The goal is that between now and the end of the year, a plan will be in place to reduce the deficit. Supervisor Hedrick expressed concern about over burdening the staff at the Human Services and Health Department. Citizen Member David Godshall inquired if any ARPA funding is able to be used. Administrator Clapper explained that in this instance, ARPA funding will likely not be used as the plan is to have ARPA funding go towards county projects rather than operational expenses. With that, county levy funding may be freed up from not going towards projects and will be able to be used towards more operational expenses. Supervisor Derr noted that ARPA funds can be used to directly impact Human Services. Chairman Frohling stated that the decision has been made to use ARPA funding for one time projects. Supervisor Guckenberger inquired as to what the drivers are in clinical services that are causing the Department to be over budget. Ms. Bell explained that since 2020, Human Services and Health Department has found that private hospitals are experiencing staffing shortages and don't have the same bed capacities. This causes them to deny acceptance of the department's clients for admission, thus clients are having to be placed at Winnebago. Winnebago is an out of network facility for all insurance companies. Ms. Bell stated that another driver is the admission of individuals into alternative living arrangements. All placements are under some sort of legal order, which makes it the Department's responsibility to fund those placements. Ms. Bell went on to explain that discharge plans for placements begin the day a patient is admitted. As soon as it is safe for the individual, they are transferred to a lower cost placement. Other drivers in family services are foster care and foster care administration fees. Ms. Bell informed the Board that there are three levels of care in the foster care system. Once level is a county foster home which costs around \$1,100 per month per child. There are very few families in the foster care system that are licensed in Dodge County. Another level of care is a child placing agency which is around \$3,600 per month per child. The third level is a residential care cent group home placement.

Previously, the Department was using a facility where the cost was \$171 per day per child. Ms. Bell continued that this facility has since closed and new, more costly placements, had to be found for those individuals. Ms. Bell stated that the Department has more children in RCCs today than Dodge County has had in over a decade in part due to the closing of the group home that was being utilized. At this time, there are very few foster care families licensed in Dodge County, which is why the Department has been attempting to recruit so much in 2022. There has been some success. In 2022, Dodge County saw an addition of 3 new homes. In total, the county has 28 licensed foster homes. It takes a significant amount of time to become licensed. Some homes are child specific, meaning they became licensed to take over care for a relative. Other homes are very specific about the children that they are willing to take. Many homes will foster children and then adopt the child. While Human Services does lose that home for a foster home option, it is a great benefit for the child. Foster home licenses have to be renewed annually. Ideally, the Department would like to continue recruiting efforts throughout 2023 but is unsure if that will be possible due to the budget. The foster care administrations fees continue to rise and there are a lot of children in care. Supervisor Guckenberger inquired if children stay in care until they are 18 years of age. Ms. Bell explained the goal is always reunification, but for some individuals, they do stay in care until age 18. There are currently 21 children on a list in Dodge County that would benefit from guardianship or termination of parental rights. Those 21 children have an annual cost of \$603,000. The Department is working really hard to get permanent placements for those children. Whoever takes over guardianship for a child receives a stipend that is originally paid for by the county but is then reimbursed through the state.

### C. Presentation Regarding the 2023 Budget

Ms. Bell and Ms. Petruske presented a power point to the Board explaining a breakdown of the programs within the Human Services and Health Department. Mental health placement costs are between \$200 and \$650 per day per client. Winnebago Mental Health Institution costs are going up by 7%. Residential care centers are expected to increase their rates to over \$600 per day per client. Foster care average costs are between \$1,100 and \$3,600 per month per individual. Ms. Bell then explained some budget reduction proposals for 2023. The first idea is a reduction in foster care and foster care administration fees. There is a youth currently in the foster care system that will be transitioning into adulthood in December. The cost for that youth is \$265,000 per year. Another proposed idea is to eliminate the long standing funding that has been provided to several nonprofit organizations in the area. Ms. Bell also addressed decreasing supplies, computers, and staff trainings for employees. This would mean that staff would be expected to pay for their own trainings and that computers would not be up to date. The projected savings for this would be \$40,324. Other proposed reductions include the elimination of funding for adult CBRF homes to save around \$40,000. This reduction would be Adult Protective Services specific. This service has not be used in recent years, so it is possible that it could be removed. Ms. Bell also proposed eliminating 6 staff positions for a savings of \$503,909. There are other open positions that could also be kept open, although there is a possibility of overwhelming the current working staff. Administrator Clapper added that there are many challenges that need to be addressed. Several of those challenges lay at the state level. The counties have a limited source of revenue. Mr. Clapper continued that eliminating these services would be frustrating but cutting funding from other departments will also not solve the problem. The administrator also noted that counties are being underserved by the state in regards to these services.

**6. FISCAL & SUPPORT SERVICES REPORT – Ms. Petruske**

**A. Review 2022 Expenditures & Revenues**

Ms. Petruske reiterated that there is a projected deficit of \$1.7 million for the 2022 budget year

**B. Budget Adjustment Form – N/A**


**7. Public Comment: N/A**

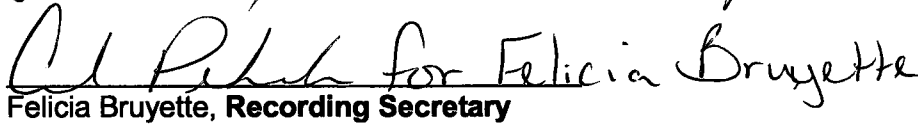
**8. Next Meeting - 5:00 p.m., Wednesday November 2, 2022**

Discussion was held to have meetings begin at 5:00 PM going forward. Motion by Lisa to change meeting time to 5:00 PM. Seconded by Jody Steger. Motion carried.

**9. Adjourned at 8:02 PM**

  
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Jennifer Keyes, **Secretary**

  
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Jenifer Hedrick, **Chair**

  
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Felicia Bruyette, **Recording Secretary**