

**Kewaunee County Human Services Committee**  
**Human Services Large Training Room**  
**810 Lincoln Street**  
**March 14, 2019**

This meeting was called to order by Chairperson Kaye Shillin at 9:00 a.m. Present for the meeting were committee members Julie Janicsek, Rose Quinlan, Mary Ellen Dobbins, Mark Buchanan, Virginia Haske, Mary Ann Szydel, and Linda Teske. Also present were Bob Mattice, Director, Frank Madzarevic, citizen, Brian Johnson, Finance Manager, and Lynn Clark, Program Assistant.

Excused: Paul Ravet, Kent Tremel, and Lee Luft.

A motion was made by Virginia Haske and seconded by Mary Ann Szydel to approve the agenda. Motion carried.

A motion was made by Linda Teske and seconded by Mary Ellen Dobbins to approve the minutes from February meeting. Motion carried.

In-Service/ Presentation – Brian Johnson, Human Service Finance Manager, was present at this meeting at Bob's request to provide information on what his department is about. Brian continued with a slideshow presentation and overview of the Finance Department's function. Generally this includes: Send out billing, accounts receivable, accounts payable, time reporting for payroll, state reporting, reconciliation, work with audits, budgets, put contracts together, maintain certification of employees, the annual budget process, and basically take care of the financial end of everything so that Human Services can do their jobs and have the funding they require. Brian stated that most of the billing sent out is for medical services which can be a very complex process. Barb works on that constantly to get the bills in for services that are provided by all the different departments and get them submitted to the correct insurance or Medicaid/ Medicare programs. There are a lot of complicated rules and regulations to work with when dealing with insurances which take a lot of time to navigate.

Brian gave a brief review of staff members, Barb Benzshawel, Brenda Vandermause, and Dan Vincent and what their job duties are, including his own. Other topics included in Brian's presentation included: The TCM reporting system, WIMCR ( Wisconsin Medicaid Cost Reporting), BCA (Basic County Allocation), monthly meetings with Director and unit managers, Administrative Profit and Loss review, the staff Time Reporting system, and the annual budget process. Bob stated that the whole budget process is so much better and runs so much smoother since Brian has been here. His ability to analyze numbers and pull data numbers together in terms of budget, has brought us " a long way from fumbling almost in the dark" to having some enlightened discussion as to where we are going as an agency.

Brian also discussed designing a financial report "dashboard" and asked the committee for input on how they would like that to appear and what information/data they would like to see made available. It was noted by committee members that they felt the Human Service Budget was widely misunderstood by other departments and committees, including the Finance Committee, and some county board members.

Discussion of the intricacies and differences between the Human Services Budget vs. other department budgets followed. Bob described creating the Human Services Budget as "putting together a jigsaw puzzle with no picture". First the service must be provided. Then we can seek reimbursement. Depending on the program there may be strict limits on what can be collected. In some programs like the Intoxicated Driver Program we do not find out the total sum of funds available until very late in the year. By and large state/federal funding does not meet all the needed funding and that results in a need for county levy. An example often cited by Bob is B-3 funding. This is a federally mandated program that cannot have a waiting list yet reimbursement for billable case notes does not cover the worker's hourly

wage. Committee members agreed that overall; finance information has become much easier to understand since hiring Paul Kunesh and Brian Johnson.

Bob suggested having Brian attend monthly meetings to go over finances for individual programs to give the committee a better understanding of where we are with the budget. It was also suggested by committee members that Brian share his presentation with the Finance Committee. Bob, along with committee members, thanked Brian for his presentation.

#### Human Services Director Updates –

- \* Dana Johnson has been hired as Bob's replacement and will begin working April 8<sup>th</sup>.
- \* Nicole Norcross, hired for the Children & Family's unit, will begin work March 18<sup>th</sup>. She will be working part time for the two months while finishing her master's degree in social work, after which she will be working full time.

#### State Budget update-

- \* Medicaid expands to 133% of the federal poverty line, which would bring in an extra 320 million to the state. The governor is including these federal dollars in balancing his budget.
- \* The governor plans on taking away drug testing for people applying for aid.
- \* No projected increase in funds for Economic Support.
- \* Children's Long Term Support continues to expand with the removing of children from waitlists which was started by Governor Walker. Governor Evers will be moving forward with that by increasing funding. 2019 will be \$81.4 million, 2020 will be \$117.3 million and 2021 will be \$119.9 million.
- \* The Department of Children of Families basic allocation will be increased by \$15 million. Bob is hoping to see another \$15 million added to that which would allow for an enough additional money to hire an additional worker in the Child Welfare unit. A major legislative ask of Wisconsin Counties and WCHSA was for a \$30 million increase.
- \* Foster Care and Kinship Care rates will be increased by 2%.
- \* All 17 year olds returned from the adult justice system to the juvenile justice system in Jan. 1, 2021. Bob does not see this as a major issue for Kewaunee County.
- \* Birth to 3 will have a \$1.55 million statewide increase. The WCHSA requested increase was \$4 million.

#### Continued Director Updates –

- \* Governor Evers has proposed sites for 2 juvenile justice centers. One would be in Milwaukee, and the other in Hortonia.
- \* WCHSA Conference will be held May 1 -3. The agenda is not yet available online. Bob asked that committee members let him know if they will be attending so that he can reserve hotel room/rooms for them. Attending will be Virginia Haske, Julie Janicsek, and Kaye Shillin. Dana Johnson will also be attending.
- \* The WCHSA Eastern Region meeting will be held in Appleton on April 12<sup>th</sup>. No agenda available yet. Bob and Dana will be attending. Also tentatively attending will be Virginia Haske and Kaye Shillin.
- \* A van is being ordered for the Human Services Department. It will be a 2019 Dodge Grand Caravan in Billet color.
- \* Bob had sent a memo to Scott Feldt and Paul Kunesh regarding the previously discussed space needs but hasn't received any new information yet.

Contract Approvals – A motion to approve contract(s) was made by Rose Quinlan and seconded by Mary Ellen Dobbins. Motion carried.

The committee then reviewed the monthly vendor payment report and travel vouchers (no committee approval required).

Public Comments - Frank Madzarevic, citizen, commented that as he has been more involved with County Government and has been attending various committee meetings, he has a greater understanding, awareness and appreciation for

the Human Services Department that he did not have before. Mr. Madzarevic believes that maybe the Finance Committee and/or other departments also lack an awareness, as he once did, of what the Human Services Department and budget are all about. He also asked if Human Services Departments were similarly labeled as “the problem child” in other counties. Bob explained that every Human Services in every county is a unique entity. As to if it is perceived as a problem child, he said it depends on who is creating the narrative. He also shared that it is a constant challenge and is the largest department, or one of the largest, in every county throughout the state. Bob stated that it is always a challenge to explain the workings of a Human Services Department to people who do not or have not attended any meetings. Mr. Madzarevic stated that he always learns something new at each meeting he attends. There followed a discussion regarding the unpredictability of the Human Services Department and how it differs from others and how difficult it is for someone on the outside to understand.

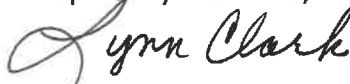
Mary Ellen Dobbins also wanted to comment that Frank is also running as a write in for the Kewaunee School Board. The committee wished him luck and Bob thanked him for his attendance to our meetings and his comments. Also mentioned was the upcoming “Hands Around Event”. This is scheduled for Thursday April 11, 2019 at Algoma Elementary School. At 2:30 Human Services and County staff will join the children for a hand holding event to show support for Sexual assault and child abuse/neglect victims. Games, events and a meal for the children will follow from 3 to 5 PM.

There were no Other Items as Authorized by Law.

The next meeting is scheduled for April 18<sup>th</sup> at 10:30. The May meeting will be the 16<sup>th</sup> at 9:00.

A motion to adjourn was made by Julie Janicsek and seconded by Rose Quinlan. Motion carried. The meeting was adjourned at 10:44 a.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Lynn Clark". The signature is written in a cursive, flowing style.

Lynn Clark

Program Assistant

