

**Kewaunee County**  
**Human Services Committee Minutes**

March 11, 2015

The meeting was called to order by Chair Linda Sinkula at 9:00 a.m. Present for the meeting were Virginia Haske, Mark Buchanan, Rose Quinlan, Shirley Kirchman, John Mastalir, Paul Ravet, Ken Tebon, Chuck Wagner, and Greg Thousand. Mary Ann Szydel and Kay Shillin were excused. Also attending the meeting were County Administrator Scott Feldt, County Board Chair Ron Heuer, ADRC of the Lakeshore Director Cathy Ley, Elder Americans Program Manager Alisha Andrews, Family and Community Services Manager Melissa Annoye and Financial Associate Dan Vincent.

The agenda was reviewed by the committee. Tebon moved to approve the agenda. Haske seconded the motion. All voted in favor of the motion.

The minutes were reviewed from the February 11, 2015 meeting. Quinlan moved to approve the minutes. Buchanan seconded the motion. All voted in favor of the motion.

New County Administrator Scott Feldt introduced himself to the board and gave a brief background of himself for the board. He also announced that the County has hired a new Financial Director for the County. He is Paul Kunesh from Manitowoc County.

Director Thousand updated the board on the upcoming transition to Family Care. In December the schedule was finalized for Family Care and IRIS implementation in Northeast Wisconsin. Kewaunee County is preparing for a June 1 transition. Care Wisconsin and Lakeland Care District were selected as the Managed Care Organizations (MCO's) to administer the Family Care benefit to our frail elders and adults with disabilities. In January Melissa Annoye was selected as the Family and Community Services Manager. She was instrumental in creating a complete listing of contracted vendors so the State and the MCO's could begin the process of provider orientation and managed care contracting. Provider Forums were held in Luxemburg. Melissa and her staff also compiled a mailing list of current consumers. Notifications were mailed regarding public meetings to explain the Family Care/IRIS rollout. These Community Forums were held in Kewaunee to a packed audience of consumers, their representatives, and other interested parties. In February, the MCO's held employee job fairs and interviewed a number of staff for positions serving the frail elder and adult disabled target populations. Alongside that, Kewaunee County conducted interviews for the Children's Long-Term Support (CLTS) and Birth-to-Three positions that will be retained going forward. The MCO's and IRIS extended offers of employment to interested Kewaunee staff while, at that same time, Human Services finalized selections for their remaining staff positions. Most Human Services staff who will not be retained once Family Care is implemented accepted positions with the MCO's or IRIS. This clarity and stability is important since Human Services is now ready to effectively meet the challenge of assisting 206 consumers as they transition to Family Care/IRIS.

Greg also informed the Committee that Lakeshore Home Services (LHS) was closing after 18 years of providing services to the residents of Kewaunee County. LHS delivers caregiver services in the form of personal care and supportive home care to many disabled consumers across the lifespan. LHS also provides clinical and support staff and serves as their employer of record. Helping Hands Caregivers out of Green Bay is working closely with LHS and Kewaunee County to transition all interested employees to their company. Finally, the Committee was informed of two additional changes. First, Alisha Andrews will be leaving in April for a position with one of the MCO's. As a Manitowoc employee based here in Kewaunee, Alisha is charged with operational responsibility of the ADRC, along with nutrition and transportation services in support of the elderly. ADRC Director, Cathy Ley, is moving quickly to recruit Alisha's replacement. Second, Monica Jacobson announced her resignation, effective later in March. Greg has taken on the role of interim Behavioral Health Manager. Having performed that function with Clark and Waupaca counties, he'll fulfill that role here in Kewaunee at least for the time being.

Greg explained the changes that are being required to the "The Clinical Manager" (TCM) integrated case management and payment software program for the County. These upgrades to TCM are required and cost the County \$24,800 total over the next three years. After more discussion Wagner moved to approve the software upgrade and request the Finance Committee to redirect some expected savings resulting from reduced Staff Salary expenditures to cover the 2015 payment of \$9,500. And further to the motion to have the Human Services Director and County Administrator put the payments for the rest of the project into the 2016 and 2017 budgets. Haske seconded the motion and all voted in favor of the motion.

There were no new contracts for approval before the board this month.

After reviewing the vouchers Tebon moved to approve them. Ravet seconded the motion. All voted in favor of the motion.

There were a couple of travel requests for the board. Ravet moved to approve the travel requests. Tebon seconded the motion. All voted in favor of the motion.

There were no public comments or other matters to discuss before the board.

Wagner moved to set the next meeting date for April 14, 2015 at 9:00 a.m. The motion was seconded by Tebon and all voted in favor of the motion.

Haske moved to adjourn the meeting at 9:56 a.m. Buchanan seconded the motion. Motion carried.

Respectfully submitted by;

Chuck Wagner, Secretary