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MINUTES of the HUMAN SERVICES BOARD

Regular Board Meeting Special Board Meeting Committee Meeting

Type of Committee: Administration Committee

Date and Time of Meeting: Thursday, October 10, 2024 at 4:00 PM

Person Taking Minutes: Melissa Gauthier

**Minutes reflect the recorder's notations of actions taken and are subject to approval of the appropriate committee and/or Board.*

Members Present: Ted Cushing, Maggie Peterson (via phone), Steven Schreier, Ron Skallerud, Jim Winkler

Members Excused:

Members Absent:

Staff Present: Mary Rideout, Connie Deau, Shelby Haubert

Others Present:

1. MEETING CONVENED

The meeting convened at 4:01 P.M. by Cushing and it was noted that a quorum was present, and the posting of the agenda and media notification had taken place in accordance with the Wisconsin Open Meeting Law.

2. APPROVAL OF THE AGENDA

Motion by Winkler, second by Skallerud to:

APPROVE THE AGENDA WITH THE ORDER OF ITEMS AT THE CHAIR'S DISCRETION.

All ayes, motion carried.

3. APPROVAL OF MINUTES FROM SEPTEMBER 11, 2024

Motion by Skallerud, second by Winkler to:

APPROVE THE MINUTES FROM SEPTEMBER 11, 2024.

HOPE. SUPPORT. CONNECTION.

All ayes, motion carried.

4. REVIEW AND CONSIDERATION OF INVOICES OF THE HUMAN SERVICE CENTER: ACTION ITEM

The committee was provided with a check run summary and a detailed report of checks from 9/1/24 to 9/30/24. Rideout reported that there may be some prepaid subscriptions through the end of the year that Oneida County will reimburse.

Motion by Cushing, second by Schreier to:

APPROVE THE 9/1/24 TO 9/30/24 INVOICES OF THE HUMAN SERVICE CENTER IN THE AMOUNT OF \$853,139.92.

All ayes, motion carried.

5. FINANCIAL UPDATE

Haubert provided the committees with a financial update. The members were given a handout that outlined the Statement of Net Position and Statement of Revenues, Expenses & Changes in Net Position for 2024.

Haubert reported that through August 2024, there is about a \$2,100,000 deficit and the deficit is expected to increase until December when Wisconsin Medicaid Cost Reimbursement (WIMCR) is expected. There was about \$11,000 in CARS revenue for August, making the CARS monies about 96% used.

Hospitalization costs are still up about \$635,000 over 2023 and \$80,000 up from July of 2024. Long-term care costs for Trempealeau are also up about \$80,000 through August compared to 2023.

6. STAFFING UPDATE

The Committee was provided with the most recent Human Service Center Organization Chart. Rideout reported that there are currently three offers out to candidates, 1 for Mental Health Therapist that has been vacant since March, a Mental Health Technician to replace a current MH Tech who will be moving to a Service Facilitator position, and a Behavioral Health Service Facilitator. There are also additional resumes being reviewed.

7. HUMAN SERVICE TRANSITION

Rideout reported that Forest County will be providing its own crisis services and will not be contracting with Oneida County for these services. Rideout will meet with Sullivan (Emergency Services Program Manager) to see if any department changes will need to be made. Department of Health Services (DHS) and Department of Quality Assurance (DQA) have been in the area and meeting with staff over the last 2 days to provide feedback to management. Meetings have been productive and helpful.

A. STATE DEPARTMENT APPROVAL OF IMPLEMENTATION PLAN: The

Committee was provided with a letter from the Department of Health Services (DHS). Rideout reported that Oneida and Vilas counties have received letters of approval from DHS approving the implementation plan for the Department

of Human Services. A resolution will go to County Boards for their final approval.

B. WORKGROUP UPDATE: The Committee was provided with the most recent “Human Services Implementation” workgroup list. Rideout reported that most of the focus is on the programs and working towards a smooth transition for clients and employees. Work is being done to update policies and forms and the focus is on certification. Once certification is received, the focus will shift to Medicaid billing.

C. HEALTH REIMBURSEMENT ARRANGEMENT (HRA) ADMINISTRATION: Rideout reported that the County Transition Oversight Panel (CTOP) has received the recommendation from legal counsel about the HRA and will be discussed once Oneida County approves the release of that information.

D. YEAR-END PROCESSING OF ACCOUNTS PAYABLE AND PAYROLL Rideout reported that HSC and the Forest, Oneida, and Vilas counties Finance Directors are working with Steven Daly (Counties Financial Consultant) on the year-end accounts payable and payroll processes. There are still disagreements on what this process should be but are working towards a resolution. The item will be added to the HSC Full Board agenda as well.

E. CLOSING BANK AND OTHER ACCOUNTS: Rideout reported that notifications are being sent to insurances and others about the closing of HSC and closing these accounts. HSC Board may need to take action to close out bank accounts. Daly is working on it and it will be brought to Full Board once more information is gathered.

8. NEXT MEETING DATE

November 14, 2024, at 4:00 PM.

9. ADJOURNMENT

Cushing adjourned the Administration Committee at 4:25 PM.

Melissa Gauthier
Administrative Assistant