

AGENDA

Eau Claire County
Human Services Board Meeting (Educational)

Date: January 4, 2021

Time: 5 PM

Location: Virtual Meeting via WebEx Events

Those wishing to make public comments must submit their name and address no later than 30 minutes prior to the meeting to alexa.dennis@co.eau-claire.wi.us. Comments are limited to 3 minutes; you will be called on during the public comment section of the meeting. Written comments will also be accepted and should be submitted to alexa.dennis@co.eau-claire.wi.us

Public Access:

Dial in Number: 1-415-655-0001, Access Code: 145 288 3125

****mute your personal device upon entry***

1. Welcome & Call to Order
2. Roll Call
3. Confirmation of Meeting Notice
4. Public Comment
5. Review of December 7, 2020 meeting minutes – **Action Accept/Denial/Revise**
6. Education Session:
 - Topic – Codes, Policies, Statutes regarding Human Services. Presenter Sarah Diedrick-Kasdorf from Wisconsin Counties Association - **Discussion**
7. Adjourn

Next Human Services Board Meeting: January 25th, 2021

Prepared by Alexa Dennis – Department of Human Services

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters, or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 715-839-6945 (FAX) 715-839-1669 or (TDD) 715-839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703

MINUTES

HUMAN SERVICES BOARD MEETING - Educational

Date: December 7, 2020

Time: 5 PM

Location: Virtual Meeting via WebEx Events

Present: Colleen Bates, Martha Nieman, Sandra McKinney, Katherine Schneider, Donald Mowry, Kathleen Clark, Lorraine Henning

Absent: Kimberly Cronk, Paul Maulucci, Dianne Robertson (resigned)

Others: Alexa Dennis –Committee Clerk, Diane Cable – DHS, Ron Schmidt – DHS

Chair Bates called the meeting to order at 5:02 p.m.

Diane Cable introduced Ron Schmidt, the new Deputy Director for the Department of Human Services. Human Services Board introduced themselves.

Verbal roll call was taken for the Human Services Board and is noted above under present.

Chair Bates confirmed the meeting notice.

Human Services Board Prep for Educational Sessions – **Discussion/Action/Accept/Denial/Revise**

- Plan to have 4-5 meetings over the next few months to familiarize with policies and statutes
- Dates for future Educational meetings –
 - January 4th: Codes, Policies, Statutes: Suggestion to have Sarah Diedrick-Kasdorf, the WI Deputy Director of Government Affairs to share educational insights on the Human Services system and mandated services. Input on our county Human Services board and Department and how they connect with others in the state – overview of org chart and how we fit into state level and connection with other counties and resources.
 - Feb 1st: Tim Sullivan – Q&A for policies and legal program statutes educational meeting and how HS interacts.
 - March – Programs and Outcomes - invite representatives of different panels, contract agencies, Human Services Department. Include demonstration of what we do and why.
 - April 5th – Todd Romenesko (last name?) to talk about the fiscal funding components of programs. Balancing Act of Fiscal Oversight, Data and Dollars and needs and cost to continue differ and look from other counties; what other counties are doing.
 - May 3rd – Advocacy and communication on annual report and programs, outcomes. How change has been demonstration from year to year.
- Action: Kathleen Clark motioned to accept the proposed schedule for Human Services Board Educational Sessions; Supervisor McKinney seconded the motion. All in favor. Motioned carries unanimously.

Request: Diane Cable requested that a member from the Board be present for each session to assist with putting together educational pieces. Chair Bates connect with Sarah for January session. Supervisor Schneider connect with Tim Sullivan for February session. Donald Mowry to connect with Todd for April Session. McKinney to connect with person for May's session.

The meeting was adjourned at 6:12 p.m.

Respectfully submitted,

Alexa Dennis

Alexa Dennis

Committee Clerk – Human Services



WISCONSIN
COUNTIES
ASSOCIATION

County Human Services Departments and Boards

Eau Claire County Human Services Board

1-4-21



County Creation

Functions of Counties

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Functions of Wisconsin's Counties

- ▶ Chapter 59, Wisconsin Statutes

- ▶ State laws pertaining to county government
- ▶ Describes a wide variety of duties and permissive authority the legislature has assigned to counties and their officers
 - ▶ It is up to the individual county board to determine how to use the powers delegated by the legislature

- ▶ Agents of the state

- ▶ Required to carry out and enforce certain state laws

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Wisconsin's 72 Counties

- Serving and protecting local interests
- Agents of state government
 - Counties administer a host of state programs:
 - Health and human services
 - State court system
 - Environmental regulation

Court Cases Describing the State-County Relationship

- ▶ “This court recently affirmed the principle that counties are creatures of the Legislature and their powers must be exercised within the scope of authority ceded to them by the state...In governmental matters, the county is simply the arm of the state; the state may direct its action as it deems best and the county cannot complain or refuse to obey...The county exists in large measure to help handle the state’s burden of political organization and civil administration...But as a creature of the state, it is not permitted to ‘censor or supervise’ the activities of its creator.”

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The State-County Relationship

- ▶ Who decides the services?
- ▶ Who provides the services?
- ▶ Who funds the services?

- ▶ Many county officials argue the significant role placed on them by the state is not matched with state support or necessary autonomy
 - ▶ Unfunded or underfunded mandates



Human/Social Services Departments

Mandates

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Social v. Human Services

- ▶ Wis. Stat. 46.22 – County Department of Social Services
 - ▶ Child welfare, youth justice, economic support
 - ▶ Typically accompanied by a Department of Community Programs under Wis. Stat. 51.42
- ▶ Wis. Stat. 46.23 – County Department of Human Services
 - ▶ More comprehensive than a social services department
 - ▶ Provide services in an integrated and efficient manner



Human Services - Defined

- ▶ *The total range of services to people including, but not limited to, health care, mental illness treatment, developmental disabilities services, income maintenance, probation, extended supervision and parole services, alcohol and drug abuse services, services to children, youth and aging, family counseling, special education services, and manpower services*




Programs Provided by County Health and Human Services Departments

- Children and Families
 - Child Protective Services
- Behavioral Health
 - Mental Health
 - Alcohol and Drug Abuse
- Youth Justice
- Long-Term Support
 - Children and Adults with Disabilities
- Economic Support
- Others
 - Nursing Homes
 - Aging/ADRC
 - Public Health
 - Child Support
 - Veterans

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Statutory Mandates

- ▶ Human services departments are subjected to:
 - ▶ Federal law
 - ▶ State statutes
 - ▶ Administrative rules
 - ▶ Memo series

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Statutory Mandates – General Examples

- Sign contracts
- Formation of human/social services departments
- Primary responsibility for the provision of services



Mandates



- 46.031 (1)(a) Each county department under 46.215, 46.22, 46,23, 51.42 or 51.437 shall submit to the department by December 31 annually its final budget for services directly provided or purchased.
- 46.031 (2g) ...the county board of supervisors in a county with a single-county department or the county boards of supervisors in counties with a multicounty department shall approve the contract before January 1 of the year in which it takes effect...




Mandates



- 51.42 (1)(b) *County liability*. The county board of supervisors... has the primary responsibility for the well-being, treatment and care of the mentally ill, developmentally disabled, alcoholic and other drug dependent citizens residing within its county and for ensuring that those individuals in need of such emergency services found within its county receive immediate emergency services... **This primary responsibility is limited to the programs, services and resources that the county board of supervisors... is reasonably able to provide within the limits of available state and federal funds and of county funds required to be appropriated to match state funds.**

Chapter 51 - Mental Health Act

- ▶ 51.42(3)(a) Wisconsin Statutes:
Within the limits of available state and federal funds and of county funds required to be appropriated to match state funds, provide for the program needs of persons suffering from mental disabilities, including mental illness, developmental disabilities, alcoholism or drug abuse, by offering the following services...

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Spending on Human Services Programs

- State provides mandate and designates responsibility to counties to provide services
- State says only need to provide services to extent state, federal and matching funds are available
- Therefore, do counties need to spend hundreds of millions in property and sales tax revenue on human services programs?
- What about services not listed in statute e.g., prevention programming?



Board Roles and Responsibilities

The Human Services Board



Human Services Board

- ▶ Wis. Stat. 59.23 (4)
 - ▶ Composition
 - ▶ Appointment
 - ▶ Terms
- ▶ Wis. Stat. 59.23 (5m)
 - ▶ Powers and Duties



Human Services Board

- ▶ Powers and Duties
 - ▶ Appoint committees of residents to advise board
 - ▶ Recommend program priorities and policies; identify unmet needs; prepare short-term and long-term plans and budgets
 - ▶ Prepare a proposed budget for submission to the county administrator
 - ▶ Advise human services director regarding purchasing and providing services and the selection of vendors
 - ▶ Develop board operating procedures
 - ▶ Comply with state requirements
 - ▶ Assist in arranging cooperative working agreements with persons providing health, education, vocational, or welfare services

Human Services Board – Roles and Responsibilities

- Same concepts as apply to the county board

County Board Functions

- Collaboratively oversee county operations
 - Set expectations, evaluate progress
- Regulate within statutory authority
- Involve, represent, and be accountable to the public
- Cooperate with other governments
- Focus on the long term, rather than the short term
 - Establish the county's vision

Board Member Functions

- ▶ A supervisor's authority is collective, rather than individual
- ▶ "Supervisor" is a historical, not a descriptive, term
- ▶ Do "supervisors" actually "supervise" anything?

Board Member Functions

- ▶ Supervisors serve primarily a legislative function
 - ▶ Differs from the commission form of county government
- ▶ The legislative function means policymaking through:
 - ▶ Law making (ordinances and resolutions)
 - ▶ Budgetary approval
 - ▶ Cooperative decision-making

How the Board Makes Policy

- Plans
- Budgets
- Ordinances and Resolutions

Committee Functions

- ▶ Perform preliminary work on policies before taken up by the full board
- ▶ Collaborative policy oversight for departments and offices
- ▶ Review and make budget recommendations
- ▶ Draft ordinances and resolutions
- ▶ Access staff expertise
- ▶ Focus on policy development

Committee Chair

- ▶ Leadership role for matters under the committee's jurisdiction
- ▶ Authority to:
 - ▶ Set the agenda
 - ▶ Preside at meetings
 - ▶ Make reports and recommendations on the committee's behalf

In Summary

- ▶ The board's primary function is to ENACT POLICY!

Policy v. Administrative/Operations

- ▶ Policy (Board) = What and Why
- ▶ Administration/Operations (Staff) = How, When, and Where
- ▶ OAG: The decision to enter into a public works contract is policy; BUT, the administration of the contract terms is a management function

Policy v. Administration/Operations

- ▶ Policy
 - ▶ What: Will we fund new highway equipment?
 - ▶ Why: Is it a necessary service to our citizens?
- ▶ Administration/Operations
 - ▶ How: How will we plow the roads?
 - ▶ When: When will we start repairs?
 - ▶ Where: Where will we fill potholes?

Policy (Board)

- ▶ Related to overall mission and purpose
- ▶ Requires vision
- ▶ Longer term
- ▶ Addresses key issues
- ▶ Strategy development

Operations (Staff)

- ▶ Implementation of policies and strategies
- ▶ Shorter term
- ▶ Day to day operations
- ▶ Related to smaller functions
- ▶ Addresses department or individual issues
- ▶ Requires attention to detail
- ▶ Requires specialized training

Staff v. Board

➤ Staff

- Education
- Experience
- Background checked
- Bonded
- Professionally current
- Professional associations

➤ Board

- Elected by people
- Local connection

Leadership Roles

- ▶ Department heads have a leadership role within their departments subject to the policies and procedures set by the county executive, administrator, and/or the board of supervisors
- ▶ Individual supervisors have no management or leadership role outside of the board, as well as committees or commissions on which a supervisor sits
- ▶ An individual supervisor's authority is collective as a member of the board



➤ <https://www.youtube.com/watch?v=8WcqGMzy1s0>

Working Together as a Goal

- ▶ Between County Board Members and the Administrative Team
 - ▶ Know your job and try not to interfere with that of the administration
 - ▶ Devote the time needed to do a good job; read the background materials the administration prepares
 - ▶ Admit what you do not know
 - ▶ Do not jump to conclusions; instead, hear and weigh all the facts

Working Together as a Goal

- ▶ Between County Board Members and the Administrative Team
 - ▶ Do not make promises outside board meetings, not only for legal reasons, but also out of respect for the ethics of the situation and regard for the other board members, the administration and employees
 - ▶ Listen to what your constitutional officers and employees have to offer and let them know you are listening

Working Together as a Goal

- ▶ Between County Board Members and the Administrative Team
 - ▶ If someone complains to you about a member of the administration, listen but do not automatically agree. Being supportive of the administration shows that you have confidence in yourself and in the county management team. If the complaint is serious, ask the person to put it in writing and ask the board as a whole to analyze it in light of the appropriate committee structure.

Working Together as a Goal

- ▶ Staff has an obligation to remain “politically neutral” – they should never take a position based on politics
- ▶ Supervisors should not assume staff are “taking a side” if the answer they receive on a professional question is not what they hoped for

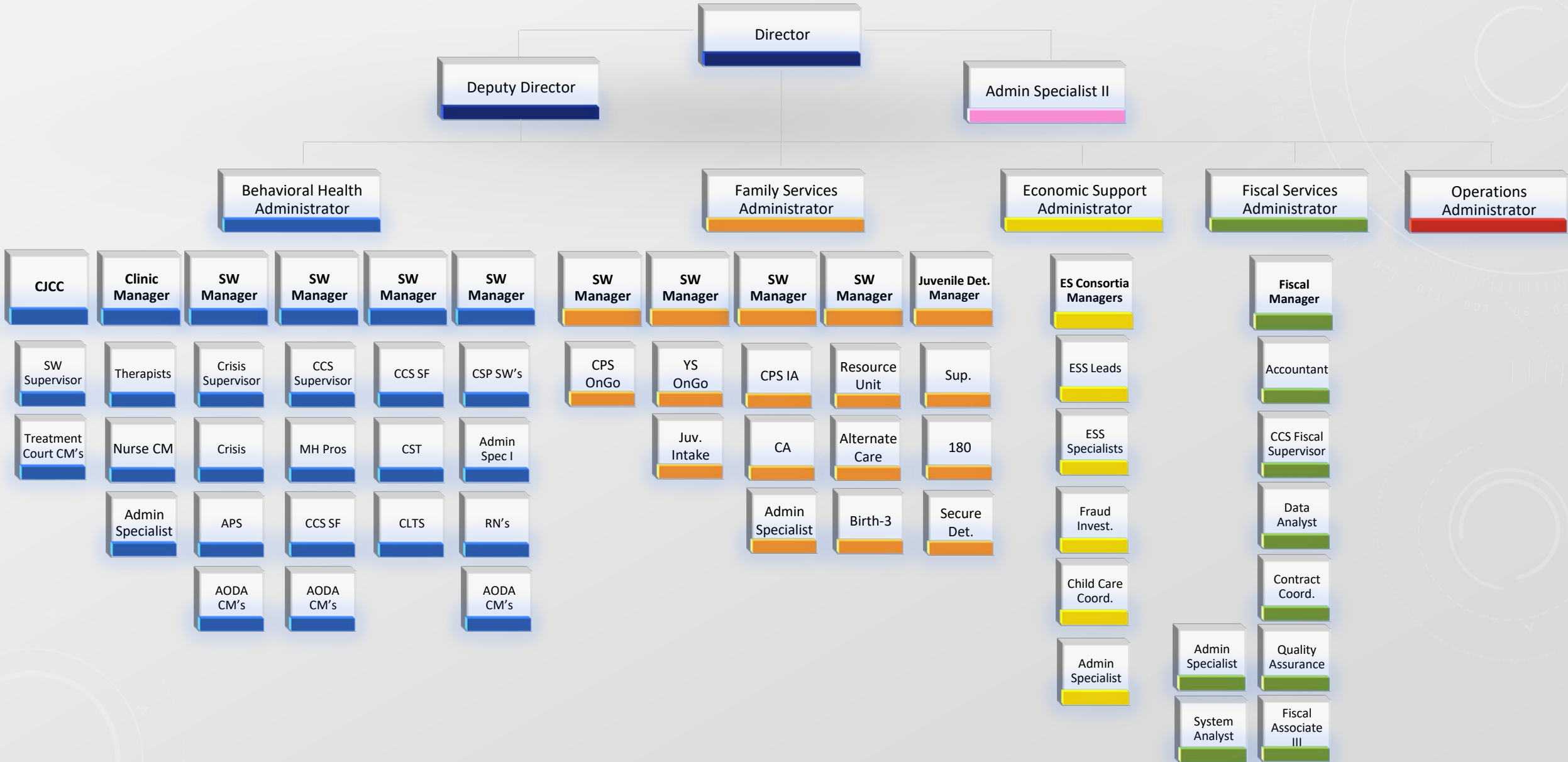
Key Points to Remember

- ▶ Individual county supervisors have no management or leadership role outside of county committees or commissions – do not micromanage
- ▶ County administration and department heads are to implement the policies and procedures of the board
- ▶ Micromanaging stifles productivity of county operations
- ▶ The board & administrative team working cohesively & cooperatively provides the best chance of success in meeting the needs of county residents



Discussion/Questions

DEPARTMENT OF HS ORGANIZATIONAL CHART



Human Services Organizational Chart - Acronyms

Admin – Administrative

AODA – Alcohol Other Drug Addiction

APS – Adult Protective Services

CA – Central Access

CCS – Comprehensive Community Services

CJCC – Criminal Justice Collaborative Counsel

CLTS – Children Long Term Supports

CM – Case Manager

Contract CORD - Contract Coordinator

CPS – Child Protective Services

CPS IA – Child Protective Services Initial Assessment

CSP – Community Support Program

CST- Coordinated Services Teams

JUV – Juvenile

MH Pros – Mental Health Professionals

OnGo – On Going

RN – Registered Nurse

Secure DET – Secure Detention

SF – Service Facilitator

SPEC – Specialist

SUP – Supervisor

SW – Social Worker

YS – Youth Services

180 – 180 Program