

## **JOINT COMMITTEE MEETING**

Human Services Board

Committee on Finance & Budget

Date: Aug. 16, 2021

Time: 5 PM

Location: Virtual Meeting via WebEx Events

### **Human Services Board (DHS Board):**

- Present: Supervisors -- Chair Colleen Bates, Vice-Chair Sandra McKinney, Kimberly Cronk, Martha Nieman, Donald Mowry, Katherine Schneider. Citizen Members -- Kathleen Clark, Jim Catlin, Paul Maulucci
- Absent: Lorraine Henning

### **Finance and Budget Committee (F&B Committee):**

- Present: Chair Stella Pagonis, Vice Chair Steve Chilson, Jim Dunning, Robin Leary, Gerald Wilkie
- Absent: None

**Others:** Human Services Board Committee Clerk Operations Administrator Stephanie Hirsch, Finance and Budget Committee Clerk Amy Weiss

**County:** County Administrator Kathryn Schauf, Finance Director Norb Kirk

**Department of Human Services:** Human Services Director Diane Cable, Fiscal Services Manager Vickie Gardner, Deputy Director Ron Schmidt, Economic Support Administrator Kathy Welke, Family Services Administrator Terri Bohl, and Behavioral Health Administrator Luke Fedie.

**Public:** Several members of the public who were not identified were present.

Chair Bates called the Human Services Board to order at 5:00 p.m.

Chair Pagonis called the Committee on Finance & Budget to order at 5:00 p.m.

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

Roll call was taken for the Committee on Finance & Budget and members present are noted above.

Chair Bates confirmed the meeting notice.

### **Agenda Item #5. Review of July 26, 2021 Meeting Minutes**

The Human Services Board reviewed minutes from August 26, 2021. Supervisor Schneider moved to accept the minutes, and Supervisor McKinney seconded the motion. The minutes were accepted unanimously.

### **Agenda Item #6: Human Services Proposed 2022 Budget Discussion**

F&B Chair Pagonis requested that the discussion start on page 16 of the budget book.

Director Cable shared the 2022 Budget Summary slide. She reviewed the amended new tax levy and the total amended tax levy request of just over \$9 million. She said that since the last submission, DHS Administrators have learned of new revenue opportunities and were able to reduce the levy request. Director Cable reviewed some of the changes between the first and second submissions. Issues and questions raised in discussion are listed below.

Geographic distribution of clients served: F&B Chair Pagonis asked if DHS does outreach to anyone east of Altoona. She said that she had heard from the Augusta Senior Center said that DHS does not go to the Senior Center. Director Cable said that we don't have staff stationed at Augusta Senior center, though can look at that possibility. For all of DHS services, whether behavioral health or crisis, requests come from all parts of the county and get referred to all units. DHS is reaching all areas of the county.

F&B Chair Pagonis asked for data on where people are served. Director Cable said that DHS has looked at this information periodically and can provide the information as a follow-up. Supervisor Schneider asked if there's any effort to coordinate with the Amish population. Director Cable said that DHS has, as issues have arisen.

Economic Support (ES) lobby services: F&B Chair Pagonis asked if ES allows for walk-ins. Director Cable said that some people do walk in for Economic Support, especially for completing paperwork, but most of the work takes place on the phone or internet.

Crisis: Chair Bates asked Director Cable about the level of need in Crisis. Director Cable said that DHS has seen a significant level of need, and DHS's capacity has limited its response. People in crisis need longer follow-up engagement, which the certified program does allow for.

Gaining Ground: Supervisor Schneider asked about the Gaining Ground program. Director Cable said that DHS provides funding towards the program of about \$30K. LSS also helps with Crisis Services. Director Cable said that LSS changed their model to a new model of service.

Workforce wellbeing: F&B Chair Pagonis asked about workforce wellbeing, wondering how many staff have had a chance to do some participation in well-being over the last few months. Director Cable said all staff have had opportunities. Supervisor Wilkie asked if all staff in the County can participate and asked if DHS contracts for the well-being work. Director Cable said that the programming is for DHS, and that DHS contracts for well-being groups and some strategy and leadership groups. DHS Board Citizen Member Catlin asked if EAP services are still available to staff, and Director Cable said that they are. F&B Chair Pagonis asked if DHS may be able to help the Sheriff's Office provide similar well-being programming. Director Cable said that Department Heads have talked about trauma-informed work in a general way and could look at collaborating in a more intentional way. Supervisor Cronk said that in the Strategic Plan, there was a goal of having Trauma-Informed service delivery throughout the County. Supervisor Clark said that it would likely be Human Resources coordinating that. County Administrator Schauf said that Captain Riewestahl is working on identifying ways to support the workforce in the County Jail. She said she will put on her list of action items to pull together team members to discuss options.

Positions: Supervisor Schneider asked, if in the case that cuts need to be made, what it would cost if the Board funded only positions on the Bridge plan. Director Cable said that if cuts are required, DHS will do more analysis. Supervisor Wilkie asked if managers carry a caseload. Director Cable said that some supervisory ratios are mandated, and she said that some managers carry a small caseload and step in to provide case guidance for staff they supervise.

Performance Management Data: F&B Chair Pagonis asked if DHS will incorporate the data points provided to DHS Board Citizen Member Catlin in the ongoing performance management data report. She said she'd like to see all open CPS cases tracked. Administrator Bohl said that Family Services could track the total number of families served each year, though there are challenges with the reports available from eWiSACWIS. F&B Chair Pagonis asked what the "other" means for out-of-home placement case resolution. Administrator Bohl said that it could be different statuses, such as supervised living or unable to locate.

Fund Balance: Supervisor Wilkie asked about the status of the fund-balance applied. Fiscal Director Gardner said that it indicates that the County funds the line until DHS receive the funding a year later. She said, however, that this year the State made an advance payment that reduces the amount the County has to fund upfront.

Budget clarifying questions: A number of additional questions were asked regarding the budget document, including:

- Question – What’s the anticipated cost of health insurance? Answer – It’s currently unknown.
- Question – What’s the number of vacancies and clients in the CSP program? Answer – Staff said there are one or two, but they are being filled.
- Question – What costs are not reimbursable for Medicaid programs? Answer – Mainly room and board.
- Question – Why is the Public Charges for Services line going up? Answer – Staff said the percent is going up, but the total amount is very small.
- Question – How many CLTS staff are there? Answer – There are 11 staff.
- Question – Can DHS re-apply for the TAD grant? Answer – DHS will re-apply.
- Question – Are services for Treatment Court clients provided by Clinic? Answer – Yes.
- Question – Does DHS try to refer clients from one program who need services to another internal program? Answer – Yes, though some programs have eligibility requirements.
- Question – Can information from exit interviews give insight into retention for CCS workers? Answer – Yes, we do look at that information.
- Question – How many staff vacancies at this time? Answer – Not sure, will have to get that number to you.

Program area questions: A number of questions were raised regarding program area budgets, including:

- Clinic: Question – Could DHS hire a veteran to work as a therapist? Answer – We could look at specifying for an upcoming position.
- Birth-to-Three: Question – What’s included in contracted services? Is there a waitlist? Answer – Therapy, OT, rehabilitative services are included, and there’s a waitlist.
- Youth Services: Question – How many youth Services workers are there? Answer – There’s 10 workers and an 11<sup>th</sup> with supervisor.
- JDC: Question – Has Covid affected the population? Answer – Yes, DHS had to minimize the number of children in the facility. Now that there are protocols in place, JDC can return to higher occupancy.
- APS: Question – The costs are down... does that mean fewer seniors are being served? Answer – No, referrals are increasing.
- Economic Support: Question – Why is there an increase in the Equipment line? Answer – It’s an IT allocation that DHS receives from Finance. This is the first time the allocation has been made.
- AMSO: Question – Why is AMSO pulled out of program areas? Answer – It is still charged back to units. The negative number shows the amount allocated back.
- Program 1: Question – Do the IPS workers fall within this category? How many IPS workers are there? Do the IPS workers carry a caseload or do they collaborate with the assigned on-going worker? Answers – Yes, in this program; 2 IPS social workers; Yes, they collaborate with ongoing workers.
- Program 2: Question – CST case loads are way down, is that program being phased out? Answer – No.

Contracted service report: Attendees asked several questions, including:

- Question – Supervisor Wilkie asked what category Alia falls under, and what amount is estimated for that? Answer – Vickie: It’s in Overhead under Professional Services, but amount is unavailable.
- Question – Under CCS MHS – line #4, it looks in like 2021 DHS is spending only half of what was anticipated, but then bumping it up for next year? Answer – DHS had staff shortages this year did less due to covid.
- Question – Supervisor Wilkie said he sent an email with questions. Answer – Director Cable will follow up.

Process questions/comments:

Supervisor Schneider asked County Administrator Schauf if the DHS Board needs to make cuts before we submit it. Administrator Schauf said that if cuts are needed, she will talk to the Department about preferences. The Director would bring information back to the DHS board to discuss implications. Administrator Schauf said she doesn't yet have a clear picture of the final budget numbers.

F&B Chair Pagonis said that the next step is for the DHS Board to decide on whether to forward the budget as presented to the F&B Committee. Supervisor McKinney said that she appreciates how comprehensive the budget is and the work that went into it, and she moved to accept the amended budget. Supervisor Mowry seconded the motion. The motion was accepted unanimously. Director Cable said that the DHS Board will not meet on August 23.

Chair Bates adjourned the Human Services Board at 7:42PM.

Chair Pagonis adjourned the Committee on Finance & Budget at 7:42 p.m.