

**JUNEAU COUNTY  
HUMAN SERVICES BOARD  
VOUCHER COMMITTEE**

**March 21, 2018**

The Voucher Committee meeting was called to order by chairperson, Mike Kelley at 8:00 a.m. prior to the Human Services Board meeting in the County Board Room.

Present: Mike Kelley and Scott Ethun

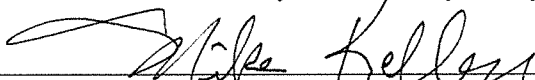
A motion was made to go into closed session by Mike Kelley. Motion carried.

A motion to return to open session was made by Mike Kelley. Motion carried.

Motion to approve vouchers was made by Mike Kelley. Motion carried.

The meeting of the Voucher Committee is adjourned to Wednesday, April 13, 2018 at 8:00 a.m. in the Services Building, Conference Room 249, the Human Services Board meeting to follow.

A motion was made by Mike Kelley to adjourn the meeting. Motion carried.

  
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Mike Kelley, Chairperson

  
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Scott Ethun, Recorder



Juneau County  
Human Services Board Minutes  
March 21, 2018

The Human Services Meeting was called to order by Mike Kelley in the County Board Room. It was noted that the meeting had been posted in accordance with the law.

Present: Mike Kelley, Tim Cottingham, Carl Wildes, Peg Saylor, Scott Ethun

Absent: Orville Robinson, Carrie Buss

### **Approval of Minutes**

A motion was made by Peg Saylor and seconded by Carl Wildes to approve the minutes of the February 21, 2018 meeting.

### **Juvenile Justice and JCAN Presentation**

Kelly Firlus, manager of the Children Youth and Families unit introduced staff Kasey Banker. Kasey clarified Juvenile Justice is now referenced as Youth Justice. Kasey has been with the County for three years, two of them working with youth ages 10+ in the justice system, many having delinquency issues with the law. Referrals are made through the Police Department and the court system. Some of the challenges Kasey faces are resources available for less restrictive placements.

### **Building Update – Tim Cottingham**

Public Health, DHS, Corporation Counsel and ADRC departments have been moved to the Services building. This move was made possible through the hard work of the building committee, staff, Highway Shop and IT. Mr. Ethun would like to have the Highway Shop staff recognized at the County Board meeting for the excellent job they did moving everyone in a much quicker timeframe than anticipated. There was no closure of services during the move. An open house will be held on April 7<sup>th</sup> for the Public to tour.

### **Billing for Crisis**

Mr. Ethun, JoAnn Geiger and Lori Chipman continued discussion of not requiring payment for crisis intervention services when a consumer has private insurance and not currently a client of Juneau County. Many private insurance companies will not cover crisis intervention services resulting in the consumer being responsible for full payment. Medical Assistance will pay for this service and we will continue bill MA. Many Counties do not charge for this service when they have private insurance. Lori Chipman feels this would be very little cost to the County and for the amount of time and effort the Billing staff puts in to get this amount of money she does not feel it is worth it. After discussion of any possible liability to the County charge for some and not others, the committee decided to have Lori Chipman update the policy regarding billing for this service and bring it to the April meeting for the committee to review.

### **Update DHS Committee on New Hires and Vacancies**

The following positions have been filled:

Children Long Term Waivers, internal applicant Samantha Wilson

Ongoing Child Protective Services Worker, filled by an external applicant graduating with a social worker degree in May and will begin after graduation.

CCS/CSP Worker – Internal applicant Larry Walls

CCS Facilitator – Samantha Clark started on 3/12

Positions with vacancies:

Family Support Worker is being interviewed this week.

Outpatient Clinician III – no applicants and will rerun this advertisement.

Community Support Program Clinician – no applicant and will rerun this advertisement.

**Other Items:**

Lori Chipman met with the state to review our Human Service Billing and received positive feedback that entries were entered correctly. She also explained that with the new electronic health record system MyEvolv the department has not completed any billing since December 2017. She is working with her staff and MyEvolv staff to continue setup and are testing billing. Their goal is to have completed their first billing run April 1<sup>st</sup>. This should not affect the overall budget.

Mr. Ethun's performance evaluation is due the end of April. Each Committee member received a blank evaluation form to return on Friday April 13<sup>th</sup> at the next meeting. Mike Kelley will schedule time with Mr. Ethun to complete the evaluation.

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**Items for the Next Meeting**

Crisis Billing  
Closed Session  
In-home Safety Services  
CCS and CST Presentation

**Next Meeting Date**

April 13<sup>th</sup> @ 8:30 a.m.

**Adjourn**

A motion was made by Peg Saylor and seconded by Carl Wildes to adjourn the Human Services Board meeting. Motion carried.

Respectfully Submitted By:



Orville Robinson, Secretary

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Penny Janecek, Recorder