



OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

SCOTT WALKER • COUNTY EXECUTIVE

Date: February 15, 2010
To: Lee Holloway, County Board Chairman
From: Scott Walker, County Executive
Subject: Appointment to Aging Commission

Subject: to the confirmation of your Honorable Body and pursuant to the provisions set forth in General Ordinances chapter 53.03, I am hereby appointing Mr. Alvin C. Hill, Jr. to replace Sr. Lucina Halbur whose term expired. Mr. Hill's term will expire 1/31/13. Mr. Hill's resume is attached for your consideration and review

Your consideration and confirmation will be appreciated.



Scott Walker
Milwaukee County Executive

SKW:sh

Cc: Supervisor Peggy West, Chairperson-Health and Human Needs Committee
Terry Cooley
Delores Hervey
Jodi Mapp
Stephanie Sue Stein, Director Milwaukee County Department on Aging
Alvin C. Hill, Jr.

ALVIN C. HILL, JR.
9017 North Joyce Avenue
Milwaukee, Wisconsin 53224

(414) 354-3907
alvin9017@hotmail.com

QUALIFICATIONS SUMMARY

Effective human resource professional and diversity advocate, focused on organization-wide collaboration, leadership development, education strategies, and implementation of diversity programs. Solid human resource experience includes staff hiring, evaluation, guidance, training and development. Adept at analyzing and resolving conflict utilizing solid communications and relationship-building skills. Establish and maintain cooperative rapport with all levels of an organization.

EXPERIENCE AND ACHIEVEMENT

MILWAUKEE CENTER FOR INDEPENDENCE,
NEW HEALTH SERVICES: Milwaukee, Wisconsin

2004 to Present

Director of Diversity, Learning and Development (promoted in 2006)

Responsible for designing, implementing and monitoring agency-wide diversity programs, processes and initiatives to ensure diversity, equal opportunity, and respect for all.

- Promote and sustain a professional workplace culture producing a high level of morale, retention and productivity.
- Partner with all business units to effectively participate and manage diversity initiatives.
- Develop and implement a diversity education process for employees and managers to heighten the mission; monitor, measure and evaluate agency-wide progress in achieving goals for workforce diversity.
- Collaborate with senior leaders to integrate diversity practices throughout the organization and meet goals.
- Staff the MCFI Diversity Team, providing training, resources and leadership.
- Work with the HR Director and managers to align leadership development and education strategies with MCFI business plans to promote long-term leadership development objectives.
- Develop specific training for departments requiring additional support after identifying skill and/or competency gaps. Coordinate training locations, set up, and evaluations.
- Build relationships with community resources to attract, retain and promote a diverse workforce.
- Represent the agency both internally and externally as a resource on diversity issues.

Human Resources Specialist

Responsible for managing high-volume applicant flow process including reference verification, criminal background checks, employee orientation, and offer to hire, within guidelines of WI Caregiver Statutes.

- Plan and conduct mandatory, annual employee training on OSHA requirements and Safety practices.
- Administer Workers Compensation Insurance, maintaining mod factor at lowest possible level.
- Recruit pool employees; conduct phone interviews; screen applicants.
- Develop retention strategies to reduce unemployment costs and maintain company goals.
- Promote Equal Employment Opportunity and Affirmative Action initiatives.

EXPERIENCE AND ACHIEVEMENT, continued

BENEDICT CENTER: Milwaukee, Wisconsin 2003 to 2004

Development Director

Responsible for fundraising, data management, grant applications, donor programs, community relations, volunteer coordination, campaign direction, and special events.

- Staff liaison for New Opportunities and Major Gifts board committees.
- Agency representative to Friends of the Benedict Center.

H&S CONSULTANTS: Milwaukee, Wisconsin 2001 to Present

Diversity Training Consultant

Provide diversity and related training to client companies in the areas of:

- Cultural Barriers and Differences
- Conflict
- Valuing Differences
- Managing Generations in the Workplace

SITE PERSONNEL SERVICES, INC. Menomonee Falls, Wisconsin 2001

Manager of Diversity Recruitment

Hired for start-up of Diversity Services Business Unit to market Diversity Recruitment and Consulting Services to targeted client base and marketing professional, diverse candidates to companies.

MILWAUKEE METROPOLITAN SEWERAGE DISTRICT: Milwaukee, Wisconsin 1998 to 2000

Human Resource Generalist/Training/Affirmative Action Officer

Responsible for staff training and development, career counseling, tuition reimbursement, affirmative action activities, policy review, charge investigation, workforce diversity enhancement, and internal counseling for department heads on sensitive issues.

- Established District Diversity Council; served as Council Advisor and Trainer.
- Collaborated with staffing personnel to increase minority employees by 3% within one year.
- Assisted in developing and coordinating the district-wide Employee Career Development Program.
- Recommended and established the First Line Supervisors Forum; coordinated, developed and presented Supervisors Professional Development Programs; functioned as Forum Advisor and Facilitator.
- Assisted in the development of a District Labor Management Committee. Conducted initial group development training and served as committee advisor.

EXPERIENCE AND ACHIEVEMENT, continued

SAFE LINE LLC/RITEWAY BUS SERVICE: Milwaukee, Wisconsin 1995 to 1998

Terminal Manager (1996 to 1998)

Overall management responsibility for terminal operation including human resources, dispatch, recruitment, customer service, safety, vehicle maintenance, facility management, and training.

- Led terminal to obtain highest MPS TQM Service Rating for 1996/97 school year.
- Developed, promoted and maintained positive employee relations programs that successfully defeated union organizing attempt.
- Received the Milwaukee Urban League Employer Retention Award for highest employee retention.
- Promoted and developed staff of six supervisors after two-thirds turnover within one year.

Manager, Recruitment and Human Resources (1995 to 1996)

Responsible for overall management of recruitment program to ensure an adequate supply of qualified candidates for support staff and driving positions. Managed human resource, customer service, and training management department functions.

WISCONSIN ARMY NATIONAL GUARD: Milwaukee, Wisconsin 1971 to 1997

Chief, Human Resources / Sergeant First Class

Administered the Equal Opportunity Program to ensure strict adherence to federal laws and military regulations. Received and documented discrimination and sexual harassment complaints and directed procedures. Assisted with investigations; wrote and established policies and procedures. Trained, scheduled, supervised, motivated, and evaluated a staff of 57 field trainers.

AFFILIATIONS

Member, Milwaukee Chapter Human Resource Management Association (HRMA)

Member, American Society for Training and Development (ASTD)

Past President, Wisconsin Association of Equal Opportunity (WAEO)

Board President, Granville Brown Deer Chamber

Member, Wisconsin Rehabilitation Council

Founder and Chairman of Career Options, a church-based organization providing career enhancement for youth and job fair/skill enhancement for adults

Past Chairman, Trustee Board, Greater Galilee Baptist Church

Member, Deacon Board Ministry

PRESENTATIONS

Generational Diversity, Daimler Chrysler Motors, Kenosha
Generational Diversity, Aurora Healthcare, Milwaukee
Valuing Differences, Moraine Park Technical College, Fond du Lac
Marketing Yourself in Turbulent Time and Generational Diversity, WAEO, Milwaukee
Motivation and Networking, MRA-The Management Association, Inc., Waukesha
Diversity Council Training, Independence First, Milwaukee
Guest Instructor, *Workplace Ethics*, Lakeland College, Milwaukee and Waukesha
Generational Diversity, Kind Care, Inc., Milwaukee
Generational Diversity, Aids Resource Center of Wisconsin, Milwaukee
Cultural Competence, NMS Bank, Milwaukee, WI

PUBLICATIONS

Ten Strategies for Managers in a Multicultural Workforce, published in *HRfocus*
(formerly, *Personnel*, American Management Association's Human Resources Publication)

EDUCATION

MILWAUKEE AREA TECHNICAL COLLEGE: Milwaukee, Wisconsin
Associate of Arts Degree, Marketing

UNIVERSITY OF WISCONSIN: Milwaukee, Wisconsin
Certificate in Training Program

DEFENSE EQUAL OPPORTUNITY MANAGEMENT INSTITUTE:
Patrick AFB, FL.
Certificate in Equal Opportunity Management

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: March 31, 2010

TO: Supervisor Peggy West, Chair, Committee on Health and Human Services

FROM: Stephanie Stein, Director, Department on Aging
Robert E. Wrenn, Chairman, CMO Governing Board

SUBJECT: Submission of the Summary of Activities of the Milwaukee County
Family Care CMO in 2009 from the CMO Governing Board

I respectfully request that the attached informational report be scheduled for consideration by the Committee on Health and Human Needs at its meeting on April 14, 2010.

Attached please find the Summary of Activities of the Milwaukee County Family Care CMO for 2009 from the CMO Governing Board. The report includes information on the composition of the CMO Governing Board, including the ethnic diversity of Board membership and summarizes activities of Board subcommittees.

If you have any questions about this report, please call me at 2-6876.

cc: County Executive Scott Walker
Chairman Lee Holloway
Tom Nardelli
Jennifer Collins
Joseph Carey
Cynthia Archer
Steven Kreklow
Maria Ledger
Jim Hodson
Linda Murphy
Eva Williams
Jeanne Dorff
Nubia Serrano
Mary Proctor Brown
Chet Kuzminski
Ed Eberle
Greg Reiman
Gary Portenier
Pat Roger

Board of Governors

Summary

Activities of the Milwaukee County Family Care CMO

Per Milwaukee County Ordinance 16.01, the CMO Board of Governors is the lead county agency responsible for providing oversight and guidance to the care management organization in carrying out its mission under the family care program as provided under ch. 46.284, Wis. Stats., including policy recommendations and other actions seeking improvements in operations, fiscal accountability and reporting, and quality assurance. In addition, the CMO governing board shall advise the county board of supervisors and the county executive at least annually on the performance and financial condition of the CMO.

The members of the local care management organization governing board shall be appointed by the county executive, subject to confirmation by the county board of supervisors.

The governing board consists of sixteen (16) members, reflecting the ethnic and economic diversity of Milwaukee County. The total membership of the board will include representation by at least five (5) older persons or their family members, guardians, or other advocates who are representative of the CMO membership. The remaining board membership will consist of persons residing in Milwaukee County with recognized ability and demonstrated interest in long-term care and managed care and up to three (3) members of the Milwaukee County Board of Supervisors or other elected officials. Designation of representatives on the governing board is in accordance with section 16.02 of the chapter unless otherwise amended by the county board as a result of federal, state, or county requirements.

Membership of the CMO Governing Board exceeds the requirement that at least one fourth of the members be representative of the client group or groups whom the managed care organization is contracted to serve or those client's family members, guardians, or other advocates.

There are currently eleven (11) members of the Board representing older adults and people with disabilities:

- One (1) board member is a retired Director of a managed care entity and past Director of the Adult Services Division of the Milwaukee County Department of Health Human Services.
- Four (4) board members are enrolled in the MCDA-CMO, one of whom has a developmental disability.*
- One (1) board member is past president and CEO of southeastern Wisconsin's largest private, non-profit provider of community-based services for people with mental illness.

- One (1) board member is the past Director of a non-profit community-based organization serving older adults as well as children and younger adults with disabilities.
- One (1) board member is the Executive Director of a self-help advocacy group established for mature gay, lesbian and bi-sexual citizens of southeast Wisconsin.
- One (1) board member is the president of a consulting firm focusing on health, social services and aging.

Three (3) members are active in the Milwaukee community. Of these three (3) members:

- One (1) board member is the Youth and Family Services Manager for the Housing Authority of the County of Milwaukee.
- One (1) board member has a PhD in Urban Studies and is the retired Program manager for the Municipal Health Services program, a city managed, federally funded, demonstration program for Medicare recipients located at two City of Milwaukee Managed Health Centers, providing medical, dental, and vision services servicing over 4000 city residents.

Two (2) board members serve on the Milwaukee County Board of Supervisors. Of these two members:

- One (1) board member is the Chairman of the County Board Judiciary, Safety and General Services Committee and a member of the County Board Finance and Audit Committee and County Board Economic and Community Development Committee.
- One (1) board member is a member of the Judiciary, Safety and General Services Committee, the Intergovernmental Relations Committee, the Transportation, Public Works and Transit Committee and Human Resource Systems Management Committee.

The Governing Board is truly representative of the ethnic and economic diversity of Milwaukee County. Five (5) Board members are African-American; two (2) are Latino; one (1) member is Asian. All Family Care members on the Board are financially eligible for the program and are therefore reflective of the economic diversity of the County.

The current members are:

Sam Akpan, Sup. Paul Cesarz, Arlyn Doehler, Ed Hida, Gina Green Harris, Sup. Willie Johnson, Jr., Monica Lopez, Anne Rindfleisch, Maria Rodriguez, Bill Serpe Pat Towers, Tiffany Payne, Melinda Vernon, Kay Wolferstetter, Gwen Jackson Robert Wrenn (Chairman)

The responsibilities of the Governing Board are as follows:

Receive regular updates regarding the operations, financial condition and quality assurance activities of the local care management organization; Review, consider, and recommend polices and other actions affecting the performance of the local care management organization and its contractors; Review, consider and recommend policies affecting the quality and level of services provided to the local care management organization membership; Advise staff of the local care management organization on improvements to the operations, fiscal accountability and reporting, and quality assurance aspects of the organization; Annually review the number and types of complaints and grievances about the local care management organization to determine if a need exists for

system changes and recommend appropriate system or other changes; Report to the County Executive at least annually, on the performance and financial condition of the local Care Management Organization after reviewing and finding agreement with the materials presented by the Department.

The CMO Board meets monthly and believes it is in full compliance with the requirements. Two of the three sub-committees meet monthly. The respective committees affirm that they are in compliance.

Quality Subcommittee

The Quality Subcommittee provides oversight for the following CMO functions and topics: Quality Management Plan and Program, Complaints and Grievances, Quality of Care, Ethics Committee, Other Quality Management Functions and Committee Reports

The Quality Subcommittee has reviewed the existing charter, proposed revisions that were accepted and incorporated those revisions into the committee's charter, which is as follows:

- It is the responsibility of the Quality Committee to review any changes in the Quality Management Program Description and the Quality Management Work Plan and approve them before they are submitted to the State.
- Review and approve the adoption of best practice clinical guidelines for use in monitoring care provided to CMO members.

The Quality Subcommittee reviewed proposed guidelines for Critical Incident Reporting, Self-Directed Supports, and Dementia Screening. The guidelines were approved. Additional guidelines for the Resource Allocation Decision (RAD), Home Delivered Meals, Depression screening of members under the age of 60, Integrated Employment, and Falls Prevention, will be submitted for review, approval, and adoption when complete. Once all guidelines are completed and have been approved by the subcommittee, training will begin on the various topics and processes for staff and primary care physicians. Focus for training will include identification of signs and recognition of symptoms/risk factors. The goal of the training is improvement of Case Manager's (CM) working knowledge to better assist them with making referrals for further treatment.

- Information was also provided to the Committee on:
- Utilization Review Studies - Supportive Home Care and Home Delivered Meals.
- Performance Improvement Projects
- The Annual MetaStar Quality Review Survey
- Appeals and Grievance Reports - Trends and Analysis
- Member Satisfaction Survey Results and the recent IT developments to enhance this process.
- A proposed system for capturing case record audit information for 100% of enrolled members to further enhance our Balanced Score Card and Admin Report

- The Logic Model as a method for understanding the 2010 Quality Management Workplan At-A-Glance.
- The subcommittee has reviewed the steps and stages of the CMO's p4p validation response and continues to provide oversight and guidance.

Operations Subcommittee

Nature and Purpose

The Operations Subcommittee is a standing committee of the CMO Governing Board. The committee meets prior to each full board meeting and will report on its activities to the full board. The subcommittee will establish and implement mechanisms to assess the operational aspects of the CMO in the following domains:

Member Services

The committee will establish mechanisms to review the number of eligible members forwarded by the Resource Center on a monthly and YTD basis.

Review the extent to which the Resource Center has determined member eligibility with in the expected 30-day timeframe. Also, review the timeliness of the annual recertification of members.

Review the timeliness of the assignment of eligible members to a CMU and the considerations made by Member Services in making such assignments. Review the distribution of members among the participating CMUs and the relative availability of the CMUs.

Review the voluntary disenrollment rate among members and analyze the underlying reasons. Also, review and analyze the rate of member requests to change CMUs.

CMUs

Review the list of participating CMUs, their sponsorship, qualifications and any special skills.

Review the activities of the CMUs in terms of the number initial and renewal assessments performed, the total member census served by the CMU, and the relative acuity of the members enrolled in each CMU as measured by the functional screen.

Review the number of member assessments performed and the number of members whose needs exceed the 4-hour assessment objective at each CMU.

Review the staff turnover rate at each CMU.

The Network

Review the content of the provider network in terms of expected qualifications, access considerations, and ability of providers to deliver covered services.

Review policies and procedures regarding network management to include:

Credentialing and recredentialing
Communications with participating providers
Oversight of operations
Provider feedback

Supportive Home Care Policy was reviewed and updated to reflect changing needs of member services.

Hearing conducted on appeal by Community Care Inc, due to canceled contract.

Best Practices

Identify existing administrative best practices that relate to operations and assess the CMO's adherence to them.

Assist management in identifying additional best practices as experience dictates.

Finance Subcommittee Highlights

The Finance Subcommittee is responsible for monitoring the CMO's financial progress and ensure past performance problems are avoided through the timely identification of issues and/or discrepancies. The Finance Subcommittee communicates performance and issues facing the CMO to the CMO Governing Board.

The Charter of the FSC was reviewed and the primary functions modified to read:

- Identify most effective way of reporting to CMO Board, Department Managers, and Providers.
- Review monthly performance reports and major drivers of cost.
- Nursing Home Patients
- Residential Patients
- Supportive Home Care Patients
- Address unfavorable trends and provide recommendations for correction.
- Report financial results and issues to CMO Governing Board.
- Address program changes impacting the CMO.
- The Finance Subcommittee will:
- Monitor CMO Budget Process
- Monitor CMO Budget Assumptions
- Focus on the feasibility of the CMO Budget

For 2009 the Finance Sub committee provided guidance and direction on the following matters:

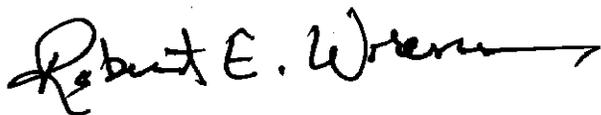
- Monitored the financial progress of the CMO for 2009, the 2008 year-end close and respective annual audit;
- Monitored the financial progress of the Family Care Program as a whole and its effects on the MCDA-CMO;
- Continued to monitor the impact of Medicaid rate reform on the Statewide Family Care Program budget and the impact on the Milwaukee MCDA-CMO;
- Continued to monitor the effects (fiscally and operational) of expansion on the CMO and has requested monthly enrollment reports;
- Reviewed the progress of the efforts placed on reducing taxi ride utilization. For 2009 there was an approximate decrease in taxi ride usage of 26.0% with an approximate savings of \$108,000.
- Provided guidance and recommendation relative to operating variances in the areas of Nursing home RUG's payment and utilization, nursing home hospice payments, increase in personal needs allowance for members, care management expense and enrollment;
- Provided recommendation on stipend payments to the Contracted Care Management Agencies for Resource Allocation Decision (RAD) process. The training, provided by the Wisconsin Department of Health Services (DHS) was offered to all care managers and nurses, and provided valuable information to teams on how to effectively develop care plans for members;
- Provided guidance to CMO staff on the effects of DHS's proposed implementation of Standardized Room and Board Rates for Residential providers and recommended approach to address fiscal impact;
- Evaluated and provided feedback on the new 7 tier payment methodology for Care Management Units;
- Monitored the progress of the 2009 recertification process and 2010 recertification process;
- Requested CMO staff create and provide a Service Utilization summary report to include the following information:

Breakouts by CMU for Service Type (NH, Residential, Supportive Home Care, and other services), Amount Paid, Utilized Members by Service Type, and Utilized PMPM by Service Type, Total Paid for CMU, Total Members for CMU and Total PMPM for CMU.

As of preparation of this report final financial figures for year-end are still being calculated and will be reported separately to the County Board as part of the semi-annual requirement for the CMO.

In closing, the program continues to maintain a positive outlook in meeting its mission of providing a quality, member centered and cost effective care plan.

Respectively Submitted,

A handwritten signature in black ink that reads "Robert E. Wrenn" with a long horizontal flourish extending to the right.

Bob Wrenn
Chairman, CMO Governing Board

MEMORANDUM

Date: April 5, 2010

To: Supervisor Peggy West, Chair, Committee on Health and Human Needs
Supervisor Elizabeth Coggs, Chair, Committee on Finance and Audit

From: Stephanie Sue Stein, Director, Department on Aging

Subject: Informational report on the effects of multiple Care Management Organizations operating Family Care in Milwaukee County and creating a new Milwaukee County Department of Family Care to administer the Milwaukee County Care Management Organization

This report provides updated information on the effects of multiple Care Management Organizations operating Family Care in Milwaukee County and its implications for creating a new Milwaukee County Department of Family Care to administer the Milwaukee County Care Management Organization (CMO). The existing Health and Community Supports contract between Milwaukee County and the Wisconsin Department of Health Services (DHS) governs the role of Milwaukee County as a Family Care CMO and requires an organizational separation between the Care Management Organization (CMO) and the Aging Resource Center (ARC). At present, the CMO and the ARC are both divisions of the Milwaukee County Department on Aging (MCDA).

Effects of multiple Care Management Organizations

The Milwaukee County Department on Aging Care Management Organization (MCDA-CMO) was certified by the Wisconsin Department of Health Services (DHS) to provide Family Care to persons with physical and developmental disabilities age 18 to 59 in addition to approximately 7,000 members age 60 or older already in Family Care and served by the MCDA-CMO.

Community Care, Inc. (CCI) was also certified to provide Family Care in Milwaukee County to the same target groups in need of long-term care services. Community Care also participates in the Partnership program, as does I-Care, Inc.

The Partnership and PACE (Program of All Inclusive Care for the Elderly) programs integrate long-term care services and primary and acute health care services, and prescription medications. Therefore, all home and community based services, institutional care services, physician services, hospital stays, prescription medications, and all other medical care is integrated into the Partnership or PACE benefit.

In addition, Wisconsin's Self Directed Waiver Program called IRIS (Include, Respect, I Self Direct) is also an option for consumers. Within their individually assigned monthly budget allocation, IRIS participants use public funds and other resources to craft support and service

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plans that meet their self identified long-term care outcomes, maximize their independence, and ultimately help achieve the lives they want.

As requested at the Committee on Health and Human Needs meeting on March 5, this memorandum provides a further update on the impact of multiple Care Management Organizations operating Family Care in Milwaukee County. The initial report has been updated to include the enrollment for the first seven (7) months of expansion for the period November 1, 2009 through May 31, 2010 for persons age 18 to 59. In addition, it identifies for the period November 1, 2009 through March 30, 2010 the impact on the age 60 and older population we served prior to expansion.

As reported in the January 18, 2010 memorandum, providers have up to 120 days to submit billings, and therefore it is still premature to determine the financial impact on member services or the costs of operating the Milwaukee County Department on Aging Care Management Organization (MCDA-CMO) in a competitive environment. However, the report does identify the loss in revenue to Milwaukee County and the impact on county personnel positions as a result of multiple CMO's providing Family Care within the county as summarized below:

Projected Loss of Revenue due to Multiple Care Management Organizations Operating Family Care in Milwaukee County As of March 30, 2010

	<u>Age 18-59 Enrollments (11/1/09-5/31/10)</u>				Projected Annual Revenue Loss
	DD	PD	WL	Total	
Milwaukee County Family Care	613	164	86	863	
Community Care Family Care	213	148	29	390	\$ 12,586,579
IRIS	80	186	25	289	\$ 9,326,978
Community Care Partnership	10	1	5	16	\$ 516,372
ICARE Partnership	5	1	15	21	\$ 677,739
Community Care Pace	4	3	14	21	\$ 677,739
Total	925	501	174	1,600	\$ 23,785,407

Note: the DD (Development Disabilities) and PD (Physical Disabilities) columns relate to current MA Waiver cases; the WL column relates to persons either DD or PD who are on the waitlist.

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Reduction in Age 60 & Older Enrollments (11/1/09-3/30/10)

	Net loss in Enrollees	Projected Annual Revenue Loss
Total:	183	\$492,168

Age 18 to 59 Original MCDA – CMO Enrollees Opting to Another CMO (11/1/09-3/30/10)

	Net loss in Enrollees	Project Annual Revenue Loss
Total:	48	\$129,093

Total Projected Annual Loss in Revenue to the MCDA-CMO: \$24,406,668

The table above identifies three situations where the MCDA-CMO has experienced a loss in enrollment resulting in a loss in revenue as follows:

- 1) During initial enrollment into Family Care, members age 18 to 59 choose another CMO;
- 2) Disenrollments of existing members age 60 and older exceed the number of enrollments as experienced prior to expansion; and
- 3) Enrollees age 18 to 59 who have initially enrolled in the MCDA-CMO who requested to disenroll and go to another CMO.

As a result of this experience, it is projected the MCDA-CMO has experienced a loss of 968 additional members approximating \$24,406,688 in lost revenue. This loss of revenue has resulted in a decreased need for staff, resulting in the reduction of 19 vacant county positions approximating \$1,759,448 in salary and benefits. Further contributing to the impact on enrollment and revenue is the state's oversight of the enrollment process through the use of Enrollment Consultants who further evaluate the member's choice before the enrollment actually takes place. Upon the separation of the MCDA-CMO from the Milwaukee County Department on Aging Resource Center, it is expected the use of Enrollment Consultants will be discontinued.

As you can see, the MCDA-CMO, while still the primary Family Care CMO in Milwaukee County, has begun to experience an erosion in its over age 60 enrollment as members elect other options. It is still too early to speculate how enrollments will change over time now

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that the community has several competing options and the ultimate effect it will have on the MCDA-CMO.

In addition to the competition the MCDA-CMO faces from multiple entities, the CMO has had to address additional challenges from State actions that have resulted in unfunded or partially unfunded mandates. Such actions include the requirement to implement a new payment methodology for nursing homes called RUG's (Resource Utilization Groups). Although the State provided additional funds to the CMOs to offset the costs of this implementation, that additional funding only covers 39.7% of the actual cost. The MCDA-CMO was required to pay the remaining 60.3% of the cost or approximately \$3.1 million of this mandate.

Another State imposed action was the retroactive requirement imposed on all CMO's to pay 95% of the Room and Board costs for hospice care in nursing homes. In prior years, providers of hospice were reimbursed directly by the State Medicaid system, not by the CMOs. This action has resulted in the MCDA-CMO incurring approximately \$2.4 million during calendar year 2009 with approximately \$300,000 related to calendar year 2008.

A third challenge encountered by the CMO is the change in case mix illustrated above. Through the first five months of expansion, the MCDA-CMO has experienced a decline in it's over age 60 population and an increase in new enrollees. Typically, members age 60 and older are more cost effective to serve than members age 18-59. While the MCDA-CMO is committed to serving younger adults with disabilities and ending waitlists in this community, this shift in case mix poses a challenge because the CMO is expected to immediately establish cost effective care plans for expansion enrollees.

A fourth challenge that the MCDA-CMO will face in 2011 will be the State's implementation of a standardized reimbursement methodology for all residential providers. Because the MCDA-CMO has established very cost effective rates for this service category, preliminary methodologies discussed by the State just for the Room and Board portion of the rate (not the service portion) would result in the MCDA-CMO incurring additional costs ranging from \$1.7 to \$3.9 million depending on the methodology used. The significant impact of such an event has led to the CMO successfully advocating for a "Milwaukee County Only" standardized methodology with the State agreeing to collaborate and develop a methodology that will work for all CMOs in Milwaukee County.

Despite these issues, the MCDA-CMO continues to strive to be as cost effective as possible.

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The MCDA-CMO has noted an increase in collaboration with the State and is hopeful that the challenges outlined above can be resolved through continued advocacy and policy development.

CMO Reserves

Through the Health and Community Supports contract the CMO is required to meet three reserve requirements: (1) Working Capital, (2) Restricted, and (3) Solvency. These reserves underwrite the risk of financial volatility and serve as a safety net by having available liquid assets during periods of fluctuations in revenues and expenditures. Each reserve has its own minimum requirement. Effective 1/1/2010 the MCDA-CMO is required to have a balance for each reserve as follows:

Working Capital Reserve	\$ 5,901,259
Restricted Reserve	\$ 3,360,504
Solvency Reserve	<u>\$ 750,000</u>
Total Reserve Requirements	\$10,011,763

Prior to the County's final close (period 14-3) for the calendar year ending December 31, 2009 the CMO has available reserves as follows:

Working Capital Reserve	\$ 6,357,251
Restricted Reserve	\$ 3,360,504
Solvency Reserve	<u>\$ 750,000</u>
Total Reserves Available	\$10,467,755

The MCDA-CMO continues to address the challenges of expansion in 2010 and possible further State imposed actions, by effectively managing costs and improving the delivery of services. There remains, however, a possibility of having to utilize the reserves available to the CMO should the CMO's efforts not be entirely successful or should other unforeseen unfunded policy decisions be implemented. The reserves are not tax levy dollars and any utilization of them would be replenished by the CMO and would have no effect on the County's finances.

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Creation of a Department of Family Care

The Wisconsin Department of Health Services requires that as a Family Care CMO Milwaukee County is required to separate organizationally the Care Management Organization (CMO) from the Aging Resource Center (ARC), currently both divisions of the Milwaukee County Department on Aging.

BACKGROUND

Family Care is an initiative of the State of Wisconsin to reorganize its Long Term Care programs for older adults and persons with disabilities. Family Care consolidates long term care services as funded by the state under Medicaid along with the Community Options Program, Community Options Program Waiver, and other Long Term Care programs and was created as an entitlement to Home and Community Based Care alongside the entitlement to institutional care under Medicaid.

The major disadvantage of the state's traditional Long Term Care programs was that they funded services through a fixed annual allocation that served only a limited number of persons each year and led to long waitlists of people in need of services throughout the state. By eliminating waitlists, Family Care provides timely services thereby preventing deterioration in client health and functional abilities and reducing the need for costly services later.

To provide access to and to administer its benefits, Family Care created two new entities – the Resource Center (RC) and the Care Management Organization (CMO). Resource Centers provide a single point of access to Family Care by conducting a comprehensive functional and financial eligibility screen on all persons who request assistance. A Care Management Organization administers the Family Care benefit for persons determined to be eligible by a Resource Center. The CMO is responsible for creating a comprehensive plan of care for each client; contracting with a wide range of service providers; and monitoring the quality of services that clients receive.

The Milwaukee County Board of Supervisors has authorized the Milwaukee County Department on Aging to participate as the Care Management Organization (CMO) serving persons age 60 or older under Family Care since 2000. Family Care in Milwaukee County was recently expanded to serve persons age 18 to 59 with physical and development disabilities. Calendar year 2010 is the first full-year in which Milwaukee County operates both an Aging Resource Center (serving individuals age 60 and older) and a Disability Resource Center (serving individuals age 18 to 59). It is also the first full-year the CMO serves both populations in need of long-term care services.

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Under Milwaukee County's existing contract with DHS, the CMO must operate separately from both the Aging Resource Center and the Disability Resource Center. A primary reason for the separation is that more than one Care Management Organization now exists within the community to administer the Family Care benefit – Milwaukee County as well as the nonprofit corporation Community Care, Inc. Since it is the responsibility of a Resource Center to objectively inform persons in need of long-term care about choosing options that can best address their needs, DHS considers the organizational separation of the two functions as an essential element in administration of the Family Care benefit and the successful operation of each CMO.

MCDA-CMO

The Milwaukee County Department on Aging (MCDA) has successfully operated a Family Care program for older adults age 60 and older, has met certification requirements annually, and has entered into a Health and Community Supports contract with the State of Wisconsin annually since the inception of the Family Care program. The program serves all target groups in accordance with the home and community-based waivers granted by the State of Wisconsin in order to serve people in need of long-term care services within a managed care environment.

As the largest Family Care program in Wisconsin and the only program operated in a large urban and culturally diverse community, the MCDA-CMO faced many challenges typical for a unique and previously untested long-term care service delivery system. With rapid growth, evolving state and local policies, and limited experience here or elsewhere to rely upon for direction, the MCDA-CMO consistently maintained a commitment to the highest quality care for Family Care members. The MCDA-CMO continues to receive the commitment and support of the Milwaukee County Board, the Milwaukee County Executive, numerous community partners, and the general public as it needed during the formative years of this program.

Flexibility has and remains an essential element to the successful administration of the Family Care program, including (1) the ability to respond to challenges, foreseen and unforeseen; (2) the ability to provide cost-effective program administration consistent with a capitated rate structure, (3) maintaining adequate risk reserves, and (4) retaining the support of Family Care members, elected offices, and the community.

For nearly ten years, the MCDA-CMO has delivered member-centered, community-based, outcome-focused, managed long-term care services and member-centered care planning for all Family Care members. The MCDA-CMO developed and has refined systems, policies, procedures, and training to ensure its members receive individualized services that maintain both member independence and choice. In addition, the MCDA-CMO is critically linked to community needs through established relationships with universities, advocacy groups, and

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service providers, along with active community involvement through participation in public meetings and informational forums.

The MCDA-CMO has successfully served more than 15,000 members during the past ten years by embracing a set of core values and a philosophy that is the foundation of the Family Care program.

ORGANIZATIONAL SEPARATION

With the introduction of an additional CMO operating within Milwaukee County, the Wisconsin Department of Health Services has stated as part of the certification process:

The Department will contract for managed long-term care only in areas that are served by an ADRC. It is the intent of the Department to contract only with an MCO that is organizationally separate from the ADRC, or will be organizationally separate within twelve months of the MCO signing a contract for the provision of long-term care services with the Department. Organizationally separate means that while the ADRC and the MCO may report to the same county board, they may not be operated by the same county agency.

In the statement above, DHS clarified that “agency” means a department of county government. At present, the CMO is not organizationally separate from the Milwaukee County Department on Aging Resource Center. The creation of a Department of Family Care would resolve that issue.

Although the MCDA-CMO has adhered to the highest standards of integrity to assure complete separation of the Resource Center functions from the Care Management functions, the MCDA-CMO, with approval of the County Board, County Executive, and CMO Governing Board, will comply with the DHS requirement for organizational separation.

During the past several months the CMO and Department on Aging have worked collaboratively in developing a transition plan to ensure a smooth operation of internal and external services once separation is completed.

All positions within the CMO will continue with new department. In addition to maintaining current positions, the CMO will add the positions of Deputy Director of Finance and Deputy Director of Administration. Both Deputy Director positions will report to the Director of Family Care who in turn will report to the County Executive.

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The CMO Governing Board, per Milwaukee County Ordinance 16.02, will continue to provide the CMO with oversight and guidance in carrying out its mission under the Family Care program as provided under Wis. Stats. s. 46.284, including developing policy recommendations, seeking improvements in operations and fiscal accountability, required reporting, and maintaining quality assurance.

The Department anticipates offering a resolution to create the Department of Family Care during a subsequent Board cycle.

Respectfully Submitted:



Stephanie Sue Stein, Director
Milwaukee County Department on Aging

cc: County Executive Scott Walker
Chairman Lee Holloway
Tom Nardelli
Terry Cooley
Cynthia Archer
Steve Kreklow
John Ruggini
Toni Bailey-Thomas
Joesph Carey
Steve Cady
Jennifer Collins
Dee Hervey
Jodi Mapp

Maria Ledger
Jim Hodson
Linda Murphy
Eva Williams
Edward Eberle
Lisa Marks
Geri Lyday
Jeanne Dorff
Mary Procter Brown
Nubia Serrano
Gary Portenier
Pat Rogers

COUNTY OF MILWAUKEE

Inter-Office Communication

5

DATE: March 22, 2010

TO: Supervisor Lee Holloway, Chairman, Milwaukee County Board of Supervisors

FROM: Lisa Marks, Interim Director, Department of Health and Human Services
Prepared by: Dennis Buesing, Administrator, DHHS Contract Administration

SUBJECT: REPORT FROM THE INTERIM DIRECTOR, DEPARTMENT OF HEALTH AND HUMAN SERVICES, REQUESTING AUTHORIZATION TO ENTER INTO A 2010 PURCHASE OF SERVICE CONTRACT WITH THE BADGER ASSOCIATION OF THE BLIND AND VISUALLY IMPAIRED, INCORPORATED AS A RESULT OF ITS ACQUISITION OF CENTER FOR BLIND AND VISUALLY IMPAIRED CHILDREN, INC.

Issue

Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board approval for the purchase of human services from nongovernmental vendors. Per Section 46.09, the Interim Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a 2010 purchase of service contract with the Badger Association of the Blind and Visually Impaired, Incorporated for the provision of Developmental Disabilities services for Early Intervention, Birth to Three Services for Children that were formerly provided by the Center for Blind and Visually Impaired Children, Inc.

Background

Milwaukee County has a long-standing history and commitment to quality services for young children and their families. County agencies are key partners in the process through the delivery of effective early intervention services in partnership with families and community providers. Birth-to-Three services continue to be invaluable to families who have a child with a developmental delay. These programs are critical to the identification of early intervention strategies that can assist children to reach their maximum potential and normal development.

For the past several years, the Disabilities Services Division (DSD) of DHHS has maintained a purchase of service contract with Center for Blind and Visually Impaired Children to provide Early Intervention, Birth to Three Services for Children. In December 2009, the Health and Human Needs Committee authorized DHHS to enter into a 2010 purchase of service contract with the Center for Blind and Visually Impaired Children to provide Birth to Three services. In the 2010 DSD Birth to Three contract allocation, Center for Blind and Visually Impaired Children received an allocation of \$80,719.

In December 2009, Center for Blind and Visually Impaired Children notified DHHS that it was merging with Badger Association of the Blind. Effective December 31, 2009, Badger Association of the Blind acquired the assets of Center for Blind and Visually Impaired Children and changed its name to the Badger Association of the Blind and Visually Impaired, Incorporated. Center for Blind and Visually Impaired Children is the acquired non-survivor organization. Badger Association of the Blind and Visually Impaired is the acquiring survivor organization.

As a result of this acquisition, DSD's 2010 purchase of service contract with Center for Blind and Visually Impaired Children should be terminated and DSD should enter into a new 2010 purchase of service contract with the Badger Association of the Blind and Visually Impaired, Incorporated in order to provide adequate funding to serve the individuals in this program. The 2010 contract to provide Birth to Three services with Center for Blind and Visually Impaired Children was in the amount of \$80,719, of which \$80,719 remains unearned as of April 1, 2010. This contract amendment will ensure that all services provided to consumers previously served by Center for Blind and Visually Impaired Children would continue under the management of Badger Association of the Blind and Visually Impaired.

Recommendation

It is recommended that the County Board of Supervisors authorize the Interim Director of DHHS, or her designee, to terminate the 2010 DSD purchase of service contract with Center for Blind and Visually Impaired Children and enter into a new 2010 purchase of service contract with Badger Association of the Blind and Visually Impaired to reflect the organization's assumption of the Center for Blind and Visually Impaired Children's purchase of service contract for the period of January 1, 2010 through December 31, 2010. This action will allow Badger Association of the Blind and Visually Impaired to receive \$80,719 previously authorized for Center for Blind and Visually Impaired Children for the same period. The total amount allocated to the Badger Association of the Blind and Visually Impaired would be \$80,719.

Fiscal Effect

There is no net tax levy impact in 2010 resulting from the approval of this request. As part of the 2010 Adopted Budget, DSD included \$80,719 to cover the 12-month cost of services to be provided by Center for Blind and Visually Impaired Children. Of this amount, \$80,719 remains available for re-allocation as a result of the merger of Center for Blind and Visually Impaired Children with Badger Association of the Blind and Visually Impaired. A fiscal note form is attached.

Respectfully Submitted,



Lisa Marks, Interim Director
Department of Health and Human Services

cc: County Executive Scott Walker
Cindy Archer, Director – DAS
Antionette Bailey-Thomas, Analyst - DAS
Jennifer Collins, Analyst - County Board
Jodi Mapp, Committee Clerk - County Board

(ITEM *) From the Interim Director, Department of Health and Human Services, requesting authorization enter into a 2010 purchase of service contract with the Badger Association of the Blind and Visually Impaired, Incorporated as a result of its acquisition of Center for Blind and Visually Impaired Children, Inc. by recommending adoption of the following:

RESOLUTION

WHEREAS, per Section 46.09 of the Milwaukee County Code of General Ordinances, the Interim Director of the Department of Health and Human Services (DHHS) is requesting authorization enter into a 2010 purchase of service contract with the Badger Association of the Blind and Visually Impaired, Incorporated for the provision of services for the Disabilities Services Division (DSD) that were formerly provided by Center for Blind and Visually Impaired Children, Inc.; and

WHEREAS, Milwaukee County has a long-standing history and commitment to quality services for young children and their families and County agencies are key partners in the process through the delivery of effective early intervention services in partnership with families and community providers; and

WHEREAS, Birth-to-Three services continue to be invaluable to families who have a child with a developmental delay and these programs are critical to the identification of early intervention strategies that can assist children to reach their maximum potential and normal development; and

WHEREAS, for the past several years, DHHS' Disabilities Services Division (DSD) has maintained a purchase of service contract with Center for Blind and Visually Impaired Children to provide Early Intervention, Birth to Three Services for Children.; and

WHEREAS, as of December 31, 2009, all assets of Center for Blind and Visually Impaired Children, Inc. were transferred to the Badger Association of the Blind and Visually Impaired; and

WHEREAS, in December 2009, the Health and Human Needs Committee authorized DHHS to enter into a 2010 purchase of service contract with the Center for Blind and Visually Impaired Children to provide Birth to Three services; and

WHEREAS, in the 2010 DSD Birth to Three contract allocation, Center for Blind and Visually Impaired Children received an allocation of \$80,719.

WHEREAS, this acquisition by the Badger Association of the Blind and Visually Impaired requires DSD's 2010 purchase of service contract with Center for Blind and Visually Impaired Children to be terminated; and

WHEREAS, DSD needs to enter into a new 2010 purchase of service contract with the Badger Association of the Blind and Visually Impaired, Incorporated in order to provide adequate funding to serve the individuals in this program; and

51 WHEREAS, the 2010 contract to provide Birth to Three services with Center for Blind
52 and Visually Impaired Children was in the amount of \$80,719, of which \$80,719 remains
53 unearned as of April 1, 2010; and
54

55 WHEREAS, this contract amendment will ensure that all services provided to consumers
56 previously served by Center for Blind and Visually Impaired Children would continue under the
57 management of Badger Association of the Blind and Visually Impaired, now, therefore,
58

59 BE IT RESOLVED, that the County Board of Supervisors hereby authorizes the Interim
60 Director, DHHS, or her designee, to terminate the 2010 DSD purchase of service contract with
61 Center for Blind and Visually Impaired Children, Inc.
62

63 BE IT FURTHER RESOLVED that the Interim Director, DHHS, or her designee, is
64 hereby authorized to enter into a new 2010 purchase of service contract with Badger
65 Association of the Blind and Visually Impaired, Incorporated in an amount not to exceed
66 \$80,719 to reflect the organization's assumption of the Center for Blind and Visually Impaired
67 Children's purchase of service contract for the period of January 1, 2010 through December 31,
68 2010.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 3/23/10

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Interim Director, Department of Health and Human Services (DHHS), requesting authorization to enter into a 2010 purchase of service contract with the Badger Association of the Blind and Visually Impaired, Inc.

FISCAL EFFECT:

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure		0
	Revenue		0
	Net Cost		0
Capital Improvement	Expenditure		

Budget	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.**
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.⁰ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.**
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.**
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.**

A. Approval of the request would permit the DHHS Disabilities Services Division to execute a 2010 Purchase of Service contract with the Badger Association of the Blind and Visually Impaired, Inc., as a result of its acquisition of the Center for Blind and Visually Impaired Children, Inc. The existing 2010 contract with the Center for Blind and Visually Impaired Children would be terminated.

B.) For several years, the Disabilities Services Division (DSD) has maintained a contract with the Center for Blind and Visually Impaired Children to provide Birth to 3 services. The 2010 contract reflects \$80,719 for these services. This funding has remained unearned as of April 1, 2010.

DHHS is recommending that due to the acquisition of the Center for Blind and Visually Impaired Children by the Badger Association of the Blind and Visually Impaired, that the \$80,719 in

⁰ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

funding be placed under contract with the Badger Association of the Blind and Visually Impaired.

C.) There would be no fiscal impact by approving the request as the \$80,719 would be released upon the termination of DHHS' contract with the Center for Blind and Visually Impaired Children. These funds would then be placed under contract with the Badger Association of the Blind and Visually Impaired.

D. This fiscal note assumes expenditures cannot exceed the amounts authorized for the Purchase of Service contract.

Department/Prepared By Clare O'Brien, DAS assignend to DHHS

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes NO

COUNTY OF MILWAUKEE
Inter-Office Communication

DATE: March 23, 2010
TO: Supervisor Lee Holloway, Chairman, Milwaukee County Board of Supervisors
FROM: Lisa Marks, Interim Director, Department of Health and Human Services
Prepared by: Geri Lyday, Administrator, Disabilities Services Division
SUBJECT: REPORT FROM THE INTERIM DIRECTOR, DEPARTMENT OF HEALTH AND HUMAN SERVICES PROVIDING AN UPDATE ON THE AWARD OF AMERICAN REINVESTMENT AND RECOVERY ACT (ARRA) FUNDING FOR THE BIRTH TO THREE PROGRAM, AND REQUESTING AUTHORIZATION TO INCREASE THE PURCHASE OF SERVICE CONTRACT WITH M. L. THARPS AND ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$540,858 TO SERVE AS FISCAL AGENT

Issue

Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board of Supervisors approval to execute purchase of services contracts with non-governmental vendors. Per Section 46.09, the Interim Director, Department of Health and Human Services (DHHS) is seeking approval to increase a 2010 purchase of service contract with M.L. Tharps and Associates to act as fiscal agent. This report provides information about the American Reinvestment and Recovery Act of 2009 (ARRA) funding for the Birth to Three Program and requests authorization to increase a 2010 purchase of service contract with M. L. Tharps and Associates to act as fiscal agent in an amount not to exceed \$540,858 for the period March 1, 2010 through December 31, 2010.

Background

In November of 2009, Milwaukee County received notification of and award for \$628,875 in ARRA funding for the Birth to Three Program (Part A) administered by the Disabilities Services Division (DSD) and an additional \$30,000 in ARRA funding (Part B) for regional system development for a total of \$658,875. The contract period covers July 1, 2009 until July 31, 2011. However the actual contract amendment for the funds arrived in January and February of 2010 which provided expenditure authority. These funds cannot be utilized to supplant existing County funding targeted for Birth To Three services nor any other existing revenues. The Birth To Three funds are to be used for early intervention services for infants and toddlers with disabilities. The ARRA grant funds can be used for the following categories or a combination of any of the categories:

- Creation of new positions; adding hours to an existing position
- Continuation of positions/hours that could have been affected by lay-off (positions preserved)
- Increase in screenings and child find activities
- Investment in equipment for direct services to children
- Investment in testing instruments for evaluation and assessment
- Investment in technology that results in improved services to families and

children

- Providing support services directly related to early intervention services
- Investment in assistive technology devices that could be loaned to families
- Providing training and staff development activities

Approximately \$508,281 of the funds will be provided to agencies currently under contract with DSD as part of the Birth to Three Program. The Department plans to distribute these funds through a fiscal agent in order to monitor the funds on an item by item expenditure basis due to the specific reporting requirements by the Federal government for these funds. The remaining \$118,017 will be used by DSD to fund the following items: 1) temporary staff to provide support services related to early intervention for a new Birth to Three waiver; 2) outreach activities, development of brochures in English and Spanish and web site development.

Birth To Three Funding

In 2010 the Wisconsin Department of Health Services requested a budget proposal from Department of Health and Human Services to project how ARRA funds Part A would be allocated in the Birth To Three Program within the allowable categories. The budget proposal was approved and a grant was made to DHHS in the amount of \$628,875. DHHS then started discussions with the contracted Birth To Three providers and requested proposals from the agencies for use of these funds. All contracted Birth To Three provider agencies were contacted and proposals were submitted to DSD for approval. Requests for funding exceeded available funds significantly and extensive discussions with the agencies were held to prioritize requests.

Of the \$628,875 available for Birth To Three agencies, approximately \$508,281 or 80 percent is being recommended for allocation to provider agencies within the allowable categories (Please See Attachment 1).

Within the allowable expenditure categories, provider agencies will benefit from the use of the ARRA funds to provide additional early intervention staff including bilingual intake and support personnel, teaching staff for individuals with visual impairments and family service coordination. In addition, provider agencies will be able to purchase staff development and training resource and assistive technology resources. They will also provide information technology equipment and purchase evaluation materials to enhance existing programming efforts.

It is anticipated that these activities will further develop the Milwaukee County Birth To Three program by expanding capacity to respond to increasing demands put on the system. These increased demands include compliance with federal quality indicators, required utilization of new State information systems for reporting, recent reductions in funding from the State and increases in Child Abuse Prevention and Treatment Act of 1974 (CAPTA) referrals.

Regional System Development

As previously noted, the department received an additional \$30,000 of ARRA funding (Part B) to provide opportunities for regional system development efforts to coordinate system change and enhance efforts between counties; \$20,000 of the systems development grant is also being recommended to be distributed to the fiscal agent for provider professional development that will

be also be allocated to provider agencies while \$10,000 will remain with the County, Disabilities Services Division. This multi-county effort will work to provide:

1. Community Outreach - Training for physicians to Head Start referrals. The physician training provided to practices in Milwaukee have been very successful.
2. Consultation – Work with a consultant on Adult Learning Strategies. This could also include focus groups with families who are currently participating in Birth to Three or those who have recently transitioned to help understand from a parent’s/caregiver’s perspective what strategies worked well and what didn’t.
3. Support network for direct service staff – Create a local blog for front line staff, supporting teams as they work in primary provider model, providing an opportunity for direct staff to meet on a regular basis with funding for release time or reimbursement for after hours meetings.
4. Technology – Explore video taping child specific strategies as a resource to enhance learning opportunity/strategy for the family.
5. Enhancing our ability to work with families in poverty – Fund consultants and training opportunities for staff and families etc. to explore how other urban areas around the county address these issues as they related to Birth to Three services.
6. Infant Mental Health – With part of our funding Milwaukee County will join with Waukesha County regarding an Infant mental Health consortium. Waukesha will provide the application for this position.

Fiscal Agent

In an effort to streamline the process of distribution of funds for the ARRA Birth To Three grant, DHHS is requesting authorization to increase a purchase of service contract without request for proposals with M. L. Tharps and Associates. It is the intention of DHHS to transfer funds in an amount not to exceed \$540,858 to M. L. Tharps and Associates to establish a payment authorization process that will allow distribution of funds to Birth To Three agencies for prior approved activities and purchases.

M. L. Tharps and Associates has a long history of providing fiscal agent services for DHHS under the Medicaid Waiver programs and has been an excellent partner in helping to serve as a fiscal agent to ensure that payment has been made for various in-home services for adults and children. During 2010, M. L. Tharps and Associates will continue to provide fiscal agent services for DHHS as the Medicaid programs complete the transition to Family Care and will likely continue provision of services for the on-going children’s programs anticipated to continue within DHHS.

Recommendation

It is recommended that the Interim Director, DHHS, or her designee, be authorized to execute an amendment to the existing contract with M.L Tharps and Associates that allows the them to serve as Fiscal Agent for the Birth To Three ARRA grant funding distribution process. The

amount of the amendment is \$540,858, which will be transferred to M.L. Tharps and Associates. Of the \$540,858, M.L. Tharps will retain \$12,577 for processing of the payments.

Fiscal Effect

Approval of the recommended action will have no property tax levy impact, as sufficient funds are being provided by DHS ARRA dollars to pay for the cost of the contract amendment.

A handwritten signature in cursive script that reads "Lisa Marks". The signature is written in black ink and ends with a long horizontal flourish.

Lisa Marks, Interim Director
Department of Health and Human Services

cc: Scott Walker, County Executive
Cindy Archer, Director-DAS
Antoinette Thomas-Bailey, Fiscal Analyst - DAS
Jodi Mapp - County Board Clerk
Jennifer Collins, Board Analyst, County Board Staff

Attachment

Budgeted Birth To Three Dollars ARRA (Part A)	\$628,875.00		
ARRA Consortium Mini Grant (Part B)	\$30,000.00		
Total ARRA Funding	\$658,875.00		
Agency Request (Part A)	Total ARRA Allocation	% of Total ARRA Requested	Categories Awarded Approved
Center for Blind and visually Impaired	\$30,588.95	4.86%	Early Intervention Staff Equipment and technology Screening instruments Professional staff development
Center for Communication Hearing and Deafness	\$31,437.00	5.00%	Early Intervention Staff Equipment and technology Screening instruments Professional staff development
Curative Care Network	\$45,740.00	7.27%	Early Intervention Staff Equipment and technology Professional staff development
Easter Seals Kindcare Southeastern Wisconsin	\$58,147.96	9.25%	Early Intervention Staff Support Staff Outreach Equipment and technology Screening instruments Professional staff development
Lutheran Social Services	\$41,200.00	6.55%	Early Intervention Staff Professional staff development
Milwaukee Center for Independence	\$90,290.00	14.36%	Early Intervention Staff Equipment and Technology Screening Instrument Professional staff development
Next Door Foundation	\$69,740.00	11.09%	Early Intervention Staff Screening Instrument Professional staff development
Penfield Children's Center	\$97,487.00	15.50%	Early Intervention Staff Support Staff Equipment and Technology

			Professional staff development
St. Francis Children's Center	\$43,650.00	6.94%	Early Intervention Staff
			Equipment and Technology
			Professional staff development
Total to Agencies	\$508,281	80.82%	
Milwaukee County DSD	\$108,017.00	17.18%	Support Staff
			Outreach
			Technology
			Professional staff development
Fiscal Agent	\$12,577.00	2.00%	Administrative Fee
ARRA \$	\$628,875	100%	
ARRA Consortium Mini Grant (Part B)	\$30,000.00		
Consortium Pass-through to Fiscal Agent	\$20,000.00		
Consortium Milwaukee County DSD	\$10,000.00		

Total Pass-through to Fiscal Agency (Part A & B)	\$528,281
Administrative Fee Fiscal Agent	\$12,577
Subtotal	\$540,858
Total ARRA \$ to Disabilities Services Division	\$118,017
Total Milwaukee County ARRA Dollars	\$658,875

1
2
3
4 (ITEM *) From the Interim Director, Department of Health and Human Services (DHHS),
5 providing an update on the award of American Reinvestment and Recovery Act (ARRA) funding
6 for the Birth To Three program, and requesting authorization to increase the purchase of service
7 contract with M. L. Tharps and Associates to serve as Fiscal Agent, by recommending adoption
8 of the following:
9

10 A RESOLUTION

11
12 WHEREAS, during the fall 2009, DHHS Disabilities Services Division (DSD) submitted a
13 proposal to the Wisconsin Department of Health Services (DHS) for ARRA funding to provide
14 enhancements to the Birth To Three program in the areas of: additional staff time to preserve
15 positions and to provide support services related to early intervention and outreach services;
16 staff development and training; and equipment and evaluation and testing materials dedicated
17 to the Birth to Three Program; and
18

19 WHEREAS, DHS was notified of an award for ARRA funding in the amount of \$658,875
20 of which \$628,875 is to be used for the Birth to Three Program (Part A) administered by the
21 Disabilities Services Division (DSD) and an additional \$30,000 (Part B) for multi-county regional
22 system; and
23

24 WHEREAS, DSD recommended funding allocations of approximately 80 percent of the
25 available dollars, or \$508,281 of the \$628,875 Part A funds to those agencies providing Birth To
26 Three services under contract with Milwaukee County to provide additional early intervention
27 staff including bilingual intake and support personnel, teaching staff for individuals with visual
28 impairments and family service coordination, staff development and training resources, assistive
29 technology resources, additional information technology equipment and evaluation materials to
30 enhance existing programming efforts; and
31

32 WHEREAS, DHS recommended allocation of additional ARRA grant funding (Part B) in
33 the amount of \$20,000 of the \$30,000 Part B funds to Birth To three agencies for training and
34 professional development activities to foster inter-County collaboration for regional system
35 development; and
36

37 WHEREAS, DHS has indicated that Milwaukee County DSD shall be responsible for
38 distribution of grant funds and will provide required reporting of approved expenditures; and
39

40 WHEREAS, DSD recommends that M. L. Tharps and Associates be selected as the
41 Fiscal Agent to distribute ARRA funds in which capacity it would – after approval from DSD –
42 distribute grant dollars claimed by the Birth To Three contract agencies for services rendered
43 including pass-through dollars of \$508,281 of Part A funds and \$20,000 (Part B) funds plus an
44 administrative fee of \$12,577 for a total of \$540,858; and
45

46 WHEREAS, due to the limited planning grant time period and the necessity to begin
47 distribution of funding as soon as possible, a Request for Proposals process has not been
48 utilized to reach this recommendation, but DSD believes that M. L. Tharps and Associates
49 mission and skill in performing Fiscal Agent services, its track record in providing these services
50 for the County make it an excellent choice; now, therefore,
51

52 BE IT RESOLVED, that the Interim Director, DHHS, or her designee, is hereby
53 authorized to increase a purchase of service contract with M. L. Tharps and Associates in an
54 amount not to exceed \$540,858 to act as Fiscal Agent services for distribution of ARRA funds to
55 Birth to Three agencies.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 3/23/10

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Interim Director, Department of Health and Human Services (DHHS), requesting authorization to increase a 2010 purchase of service contract for fiscal agent services

FISCAL EFFECT:

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	540,858	0
	Revenue	540,858	0
	Net Cost		0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.**
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.**
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.**
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.**

A. Of the \$658,875 awarded to Milwaukee County, approximately \$540,858 would be placed under contract with the fiscal agent and the majority of funds provided to agencies currently under contract with DSD as part of the Birth to Three Program. About two percent would be retained by the fiscal agent. The remaining \$118,017 of the total ARRA grant of \$658,875 will be used by DSD to fund temporary staff, staff development and training and equipment.

Approval of the request would permit the DHHS Management Services Division to increase a 2010 Purchase of Service contract with M.L. Tharps and Associates in a not-to-exceed amount of \$540,858 for fiscal agent services.

B.) In November of 2009, Milwaukee County was awarded \$658,875 in American Reinvestment and Recovery Act of 2009 (ARRA) funding for the Birth to Three Program administered by the Disabilities Services Division (DSD). The contract period covers July 1, 2009 until July 31, 2011. The funds are to be used for early intervention services for infants and toddlers with disabilities.

C.) There would be no tax levy impact by approving the request. DHHS has submitted an appropriation transfer for the April cycle to establish the expenditure authority for these activities and to recognize the receipt of ARRA revenue.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

D.)This fiscal note assumes expenditures cannot exceed the amounts authorized for the Purchase of Service contract.

Department/Prepared By Clare O'Brien, DAS assignend to DHHS

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes N

COUNTY OF MILWAUKEE

Inter-Office Communication

7

DATE: March 22, 2010

TO: Supervisor Lee Holloway, Chairman, Milwaukee County Board of Supervisors

FROM: Lisa Marks, Interim Director, Department of Health and Human Services
Prepared by: Dennis Buesing, Administrator – DHHS Contract Administration

SUBJECT: REPORT FROM THE DIRECTOR, DEPARTMENT OF HEALTH AND HUMAN SERVICES, REQUESTING AUTHORIZATION TO AMEND A 2010 CONTRACT WITH THE SOCIAL DEVELOPMENT COMMISSION IN ORDER TO INCREASE THE AMOUNT AVAILABLE FOR ENERGY ASSISTANCE - CRISIS CLIENT SERVICES

Issue

Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board approval for the purchase of human services from nongovernmental vendors. Per Section 46.09, the Interim Director of the Department of Health and Human Services (DHHS) is requesting authorization to increase the existing 2010 purchase of service contract with the Social Development Commission (SDC) for energy assistance by \$230,606 for Crisis Client Services, for a total contract of \$1,718,957. This increase will partially offset a reduction in SDC's 2010 Energy Assistance allocation. This request results from supplemental Crisis Client Services funding provided by the State of Wisconsin Department of Administration (DOA), Division of Energy Services DES.

Background

In December 2009, DHHS recommended, and the Milwaukee County Board of Supervisors approved, a nine month contract for SDC to continue the provision of services under the Wisconsin Home Energy Assistance Program (WHEAP) for their customer base.

SDC's 2010 WHEAP contract allocation was reduced from the 2009 WHEAP contract allocation by \$344,172. The decrease was primarily due to a significant reduction of Crisis Client Services operations funding available from the Wisconsin DES.

DES is providing an additional \$576,514 to Milwaukee County DHHS due to an increase in the State's allocation of federal LIHEAP funds for the operation of the crisis component of the Wisconsin Home Energy Assistance Program. Regular energy assistance ends May 15, 2010. Crisis Assistance is a year-round program that provides services to households experiencing actual energy emergencies or those at risk of an emergency. Sixty percent of the additional funding (\$345,908) is for client benefits in the form of grants to customers for utility costs incurred. Forty percent (\$230,606) is for SDC's operation of the program.

The recommended contract increase for SDC in the amount of \$230,606 would partially restore the reduced amount awarded for the 2010 energy season, and would enable SDC to restore staff needed to respond to customer energy emergencies and process crisis assistance applications.

Recommendation

It is recommended that the County Board of Supervisors authorize the Interim Director of the Department of Health and Human Services, or her designee, to execute a 2010 contract amendment with SDC increasing the contract by \$230,606 in the area of Crisis Client Services, resulting in a total contract of \$1,718,957. The amended contract would be effective for the period of May 1, 2010 through September 30, 2010.

Fiscal Effect

The Wisconsin DOA has authorized the release of additional funds to Milwaukee County DHHS due to the receipt of additional federal LIHEAP Crisis Assistance funds. These funds were released in March 2010, \$230,606 for Crisis Client Services operations, and \$345,908 for Crisis Client Benefits.

Approval of this recommendation would authorize DHHS to increase SDC's WHEAP contract by an additional \$230,606 during the remainder of the 2010 energy season, ending September 30, 2010. The additional Crisis Client Services funds from DOA will serve to cover the contract amendment recommended in this report. Therefore, there would be no tax levy impact associated with this proposal. A fiscal note form is attached.

Respectfully Submitted,



Lisa Marks, Interim Director
Department of Health and Human Services

cc: County Executive Scott Walker
Cindy Archer, Director – DAS
Antionette Bailey-Thomas, Analyst - DAS
Jennifer Collins, Analyst - County Board
Jodi Mapp, Committee Clerk - County Board

1
2
3
4 (ITEM) From the Interim Director, Department of Health and Human Services, requesting
5 authorization to amend the 2010 purchase of service contract with the Social Development
6 Commission in order to increase the amount available for Energy Assistance services, by
7 recommending adoption of the following:
8

9 **A RESOLUTION**

10
11 WHEREAS, per Section 46.09 of the Milwaukee County Code of General Ordinances,
12 the Interim Director of the Department of Health and Human Services (DHHS) has requested
13 authorization to increase the existing 2010 purchase of service contract with the Social
14 Development Commission (SDC) by an amount not to exceed \$230,606 for Crisis Client
15 Services to partially offset a reduction in SDC's 2010 Energy Assistance allocation; and
16

17 WHEREAS, this request results from supplemental Wisconsin Home Energy Assistance
18 Program (WHEAP) funding provided by the State of Wisconsin in the amount of \$576,514, of
19 which 60% (\$345,908) is for client benefits in the form of grants to customers for utility costs
20 and 40% (\$230,606) is for operation of the program; and
21

22 WHEREAS, in December 2009, DHHS recommended – and the County Board approved
23 – a new contract for SDC to continue the provision of services under the Wisconsin Home
24 Energy Assistance Program (WHEAP); and
25

26 WHEREAS, Management Services Division's (MSD) 2010 WHEAP contract allocation
27 for the Social Development Commission was reduced by \$344,172 due to a reduction in 2010
28 Energy Assistance funding from the State of Wisconsin; and
29

30 WHEREAS, MSD received supplemental Crisis Client Services funding in March of this
31 year, and is now recommending a \$230,606 increase in its SDC contract to partially offset the
32 cut in funding; and
33

34 WHEREAS, the contract approved in December 2009 was in the amount of \$1,488,351
35 for the nine month period of January 1, 2010 through September 30, 2010, and this amendment
36 would increase that amount to \$1,718,957; now, therefore,
37

38 BE IT RESOLVED, that the County Board of Supervisors hereby authorizes the Interim
39 Director of DHHS, or her designee, to increase the contract with SDC by the amount of
40 \$230,606 in the area of Crisis Client Services, to partially offset the cut in funding, resulting in a
41 total nine month contract not to exceed \$1,718,957.
42

43 BE IT FUTHER RESOLVED, that the contract amendment would be effective for the
44 period from May 1, 2010 through September 30, 2010

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 3/23/10

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Interim Director, Department of Health and Human Services (DHHS), requesting authorization to amend a 2010 contract with the Social Development Commission (SDC).

FISCAL EFFECT:

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	230,606	0
	Revenue	230,606	0
	Net Cost		0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.**
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.**
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.**
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.**

A. Approval of the request would permit the DHHS Management Services Division to amend a 2010 Purchase of Service contract with SDC for the Wisconsin Home Energy Assistance Program (WHEAP).

B.) The State of Wisconsin Department of Administration released an additional \$230,606 in Crisis Client Services funding to Milwaukee County in March. The State also released \$345,908 in Crisis Client Benefits funding which is provided in the form of grants to customers and are not part of the amendment to Milwaukee County's contract with SDC.

DHHS is recommending that the additional \$230,606 in Crisis Client Services be provided to SDC. This action would increase the 2010 SDC contract to \$1,718,957 from \$1,488,351. The term of this contract is January 1 through September 30, 2010. In September 2010, DHHS plans to seek approval of a 12-month (Oct. 1, 2010 thru September 30, 2011) contract with SDC so that the contract will follow the federal fiscal year and the funding awarded by the State.

C.) There would be no tax levy impact by approving the request as sufficient expenditures and revenues are budgeted from January 1 to September 30, 2010.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Once federal fiscal year 2011 (Oct. 1, 2010-September 30, 2011) allocations are announced, a fund transfer will be submitted in the fall of 2010 to adjust the budget to increase expenditures and revenues associated with all Energy purchase of service contracts. This will provide sufficient expenditure authority and revenue for the last quarter of the year (October to December).

D. This fiscal note assumes expenditures cannot exceed the amounts authorized for the Purchase of Service contract.

Department/Prepared By Clare O'Brien, DAS assignend to DHHS

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE

Inter-Office Communication

DATE: March 26, 2010

TO: Supervisor Lee Holloway, Chairman, Milwaukee County Board of Supervisors

FROM: Lisa Marks, Interim Director, Department of Health and Human Services
Prepared by: Eric Meaux, Administrator, Delinquency and Court Services Division

SUBJECT: REPORT FROM THE INTERIM DIRECTOR, DEPARTMENT OF HEALTH AND HUMAN SERVICES, PROVIDING NOTICE OF SPORTS AUTHORITY AWARD RECOMMENDATIONS, APPROVAL FOR FISCAL AGENT TO DISTRIBUTE FUNDS, AND AMENDMENT TO USE OF FUNDS

Issue

The Milwaukee County Board requires recommendations for distribution of funds appropriated for the Milwaukee County Youth Sports Authority be approved by the County Board of Supervisors. In accordance with the policies associated with the Youth Sports Authority, the Interim Director of the Department of Health and Human Services (DHHS) is requesting authorization on behalf of Jewish Family Services, the fiscal agent, to make awards for Spring 2010 using Sports Authority funds and to consider a request to amend the use of a portion of existing funds.

Background

In November 1999, the Milwaukee County Board of Supervisors adopted a provision as part of the 2000 county budget that provided \$200,000 for establishment of the Milwaukee County Youth Sports Authority. The Sports Authority was to be governed by a seven-member Board that would review requests for funding of youth sports programs from community organizations. The program, which was housed in the County Health Programs Division (CHP), was aimed at promoting activities for at-risk youth that would encourage healthier lifestyles and positive interpersonal behavior.

In February 2000, the County Board approved a recommendation from CHP to execute a contract with the Milwaukee Foundation to serve as administrator and fiscal agent for the Sports Authority. Later that year, the County Board also approved operational policies to govern the distribution of Sports Authority funds.

The Sports Authority Board received an appropriation of \$200,000 in the 2001, 2002, and 2003 adopted budgets. The 2003 Adopted Budget also directed CHP to initiate a process to potentially secure a new entity to administer the program in 2003. In August 2003, the Planning Council for Health and Human Services, Inc. was awarded a six-month contract to serve as the new fiscal agent and administrator of the Sports Authority. The 2004, 2005, 2006 Adopted Budgets

contained an appropriation of \$150,000 for the Sports Authority Board and transferred funding from CHP to the Delinquency and Court Services Division. An appropriation of \$145,000 was contained in the 2007 Adopted Budget. An appropriation of \$200,000 was contained in the 2008 and 2009 Adopted Budgets. With County Board approval, that contract was extended each year through February 2009. In January 2009, the Planning Council informed Milwaukee County that it would not seek to renew the Sports Authority contract. In March 2009, Fighting Back Inc. was awarded a twelve-month contract to serve as the new fiscal agent and administrator for the Sports Authority. The 2010 budget did not contain a Sports Authority appropriation. However, \$42,000 is remaining from 2009. In January 2010, Fighting Back merged with Jewish Family Services and became a division of that organization, still focusing on youth substance abuse prevention issues.

Spring 2010 Award Recommendations

The Sports Authority Board met on March 9, 2010, to review applications for conformity to the Sports Authority's adopted policies and goals; and to make recommendations for which proposals should be funded with the remaining 2009 funds. A total of 42 applications were submitted from 32 organizations for a total request of \$315,406.54. At that meeting, the Board recommended that all 32 organizations be awarded grant funding in the amount of \$1,000 each. The total distribution request is \$32,000 of the remaining \$42,000. The following table summarizes the community-based youth programs recommended for funding:

<u>Organizations</u>	<u>Recommended Amount</u>
1. Ace Boxing Club (Boxing)	\$ 1,000.00
2. Ace Soccer Club (Soccer)	\$ 1,000.00
3. Agape Community Center (Baseball)	\$ 1,000.00
4. America SCORES Milwaukee (Soccer)	\$ 1,000.00
5. Boys & Girls Club of Greater Milw. (Football)	\$ 1,000.00
6. Brothers With a Purpose Committee (Football)	\$ 1,000.00
7. Camp Esmeralda Foundation, Ltd. (Tennis)	\$ 1,000.00
8. City Kids Wrestling Club (Wrestling)	\$ 1,000.00
9. D.W. Wildcats Youth Development Org. (Basketball)	\$ 1,000.00
10. Images of Us (IOU) Sports (Basketball & Softball)	\$ 1,000.00
11. King Advisory, Inc. (Boxing & Karate)	\$ 1,000.00
12. Lakeside Scholars (Basketball)	\$ 1,000.00
13. Latino Community Center (Soccer)	\$ 1,000.00
14. Milwaukee Christian Center (Soccer & Boxing)	\$ 1,000.00
15. Milwaukee Piranha Swim Club (Swimming)	\$ 1,000.00

16.	Milwaukee Tennis an Education Foundation (Tennis)	\$ 1,000.00
17.	Milwaukee Youth Sports League (Football & Cheering)	\$ 1,000.00
18.	Mustangs Track Club (Track)	\$ 1,000.00
19.	Neighborhood House (Cheerleading/dance & Soccer)	\$ 1,000.00
20.	New Creation for Milwaukee's Children (Basketball)	\$ 1,000.00
21.	Powers of Divas thru Shap & Cond'n (Long dis. Run)	\$ 1,000.00
22.	Quadrevion Henning Sports League (Football)	\$ 1,000.00
23.	Running Rebels Comm. Org. (Football, Basketball & Track)	\$ 1,000.00
24.	Shorewood Swim Club (Swimming)	\$ 1,000.00
25.	Silver Spring Neighborhood Center (Basketball)	\$ 1,000.00
26.	United Community Center (Volleyball)	\$ 1,000.00
27.	United Sports Club, Inc.	\$ 1,000.00
28.	West Allis-West Milwaukee Rec. Dept. (Track)	\$ 1,000.00
29.	Wisconsin Scholars (Basketball)	\$ 1,000.00
30.	Wisconsin Together (Basketball)	\$ 1,000.00
31.	YMCA of Metropolitan Milw. (Basketball)	\$ 1,000.00
32.	Salvation Army	<u>\$ 1,000.00</u>
	TOTAL	\$ 32,000.00

Amendment to Use of Funds

The Sports Authority Board, at the March 9, 2010 meeting also recommended using the final \$10,000 to work with a fund developer to assist in future fund raising efforts to sustain the Sports Authority Program.

DHHS does not have any objections with the above recommendations.

Fiscal Impact

There is no fiscal impact associated with these recommendations, as it simply reflects the allocation of funds contained in the 2009 Adopted Budget for the Sports Authority that have already been transferred to the Sport Authority Board's fiscal agent. A fiscal note is attached.

Respectfully submitted:



Lisa Marks, Interim Director
Department of Health and Human Services

cc: County Executive Scott Walker
Cindy Archer, Director - DAS
Antionette Bailey-Thomas, Analyst - DAS
Jennifer Collins, Analyst - County Board
Jodi Mapp, Committee Clerk - County Board

(ITEM) From the Interim Director, Department of Health and Human Services, requesting authorization for Jewish Family Services, Youth Sports Authority Board fiscal agent, to distribute 2009 funds for the Youth Sports Authority and grant an amendment to the use funds, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Milwaukee County Board of Supervisors adopted a provision as part of the 2000 county budget that established the Milwaukee County Youth Sports Authority, which was to be governed by a seven-member Sports Authority Board that would review requests for funding of youth sports programs from community organizations that were aimed at promoting activities for at-risk youth; and

WHEREAS, the 2009 adopted budget included an appropriation of \$200,000 for the Sports Authority; and

WHEREAS, at its March 19, 2009 meeting, the County Board of Supervisors authorized Fighting Back to provide program administration and fiscal agent services and authorized the distribution of the \$200,000 appropriation provided for the Sports Authority Program in the 2009 Adopted Budget; and

WHEREAS, on January 1, 2010 , Fighting Back merged with Jewish Family Services; and

WHEREAS, at the end of calendar year 2009, \$42,000 remained for Sports Authority Board allocations; and

WHEREAS, the Sports Authority Board solicited applications for remaining funding and the Sports Authority Board met on March 9, 2010 to review those applications and to make recommendations for which proposals should be funded as part of its 2010 Spring award distribution; and

WHEREAS, a total of 42 applications were submitted from 32 organizations for a total request of or a total request of \$315,406.54, and the Sports Authority Board recommended that 32 organizations be awarded grant funding for a total amount of \$32,000, as summarized below :

<u>Organizations</u>	<u>Recommended Amount</u>
Ace Boxing Club (Boxing)	\$ 1,000.00
Ace Soccer Club (Soccer)	\$ 1,000.00
Agape Community Center (Baseball)	\$ 1,000.00
America SCORES Milwaukee (Soccer)	\$ 1,000.00
Boys & Girls Club of Greater Milw. (Football)	\$ 1,000.00
Brothers With a Purpose Committee (Football)	\$ 1,000.00

1	Camp Esmeralda Foundation, Ltd. (Tennis)	\$ 1,000.00
2	City Kids Wrestling Club (Wrestling)	\$ 1,000.00
3	D.W. Wildcats Youth Development Org. (Basketball)	\$ 1,000.00
4	Images of Us (IOU) Sports (Basketball & Softball)	\$ 1,000.00
5	King Advisory, Inc. (Boxing & Karate)	\$ 1,000.00
6	Lakeside Scholars (Basketball)	\$ 1,000.00
7	Latino Community Center (Soccer)	\$ 1,000.00
8	Milwaukee Christian Center (Soccer & Boxing)	\$ 1,000.00
9	Milwaukee Piranha Swim Club (Swimming)	\$ 1,000.00
10	Milwaukee Tennis an Education Foundation (Tennis)	\$ 1,000.00
11	Milwaukee Youth Sports League (Football & Cheering)	\$ 1,000.00
12	Mustangs Track Club (Track)	\$ 1,000.00
13	Neighborhood House (Cheerleading/dance & Soccer)	\$ 1,000.00
14	New Creation for Milwaukee's Children (Basketball)	\$ 1,000.00
15	Powers of Divas thru Shap & Cond'n (Long dis. Run)	\$ 1,000.00
16	Quadrevion Henning Sports League (Football)	\$ 1,000.00
17	Running Rebels Comm. Org. (Football, Basketball & Track)	\$ 1,000.00
18	Shorewood Swim Club (Swimming)	\$ 1,000.00
19	Silver Spring Neighborhood Center (Basketball)	\$ 1,000.00
20	United Community Center (Volleyball)	\$ 1,000.00
21	United Sports Club, Inc.	\$ 1,000.00
22	West Allis-West Milwaukee Rec. Dept. (Track)	\$ 1,000.00
23	Wisconsin Scholars (Basketball)	\$ 1,000.00
24	Wisconsin Together (Basketball)	\$ 1,000.00
25	YMCA of Metropolitan Milw. (Basketball)	\$ 1,000.00
26	Salvation Army	<u>\$ 1,000.00</u>

27
28 TOTAL \$ 32,000.00
29

30
31 WHEREAS, the Sports Authority Board met on March 9, 2010 and recommends that
32 \$10,000 be set-aside by the fiscal agent for to work with a fund developer to engage in fund
33 raising activities that would provide future financial support for the Sports Authority Program;
34 and

35
36
37 ; now, therefore,
38

1 BE IT RESOLVED, that the County Board of Supervisors hereby authorizes the
2 distribution of 2009 Sports Authority funds to the community organizations identified herein and
3 in the amounts specified above, and authorizes the fiscal agent to set-aside \$10,000 for future
4 fund raising activities.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 03/26/10

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to award and distribute 2009 Youth Sports Authority funds

FISCAL EFFECT:

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure		
	Revenue		
	Net Cost		

Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.**
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.**
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.**
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.**

A. Adoption of this request would result in distribution of \$32,000 of funds to the identified organizations and \$10,000 of funds to be used by the fiscal agent for work with a fund developer to identify and develop opportunities for future funding. A total of \$200,000 was appropriated for the Youth Sports Authority in the 2009 Adopted Budget.

B. Funds associated with this action were approved in the 2009 Delinquency and Court Services Division budget for use by the Youth Sports Authority Board and distributed in 2009. Minimal staff time will be required to integrate this resource and communicate availability with the assistance of the fiscal agent.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

C. There would be no budgetary impact associated with this proposed action in 2010. The funds to be distributed come from the 2009 distribution totaling \$200,000 for the Youth Sports Authority. The 2009 funds have already been transferred to the fiscal agent.

D. There were no assumptions or interpretations utilized to provide the information on this form.

Department/Prepared By Eric Meaux -DHHS

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No