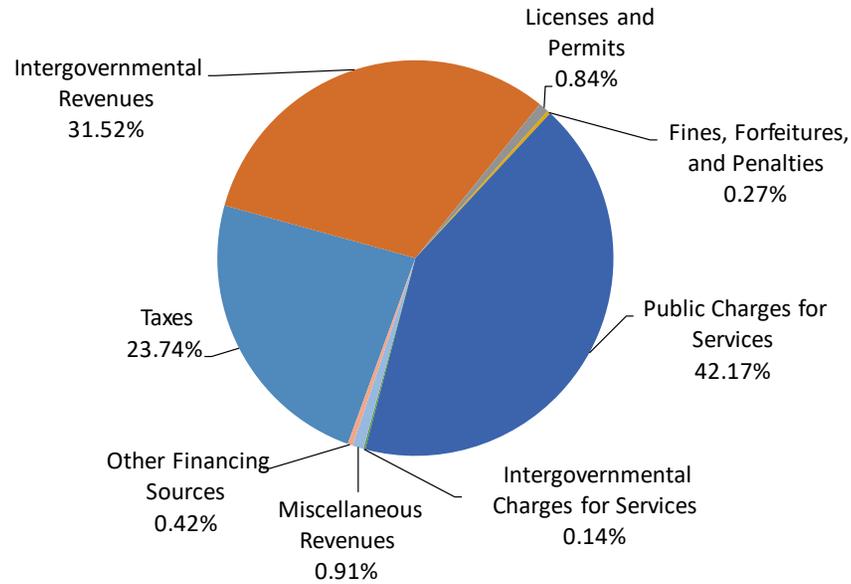


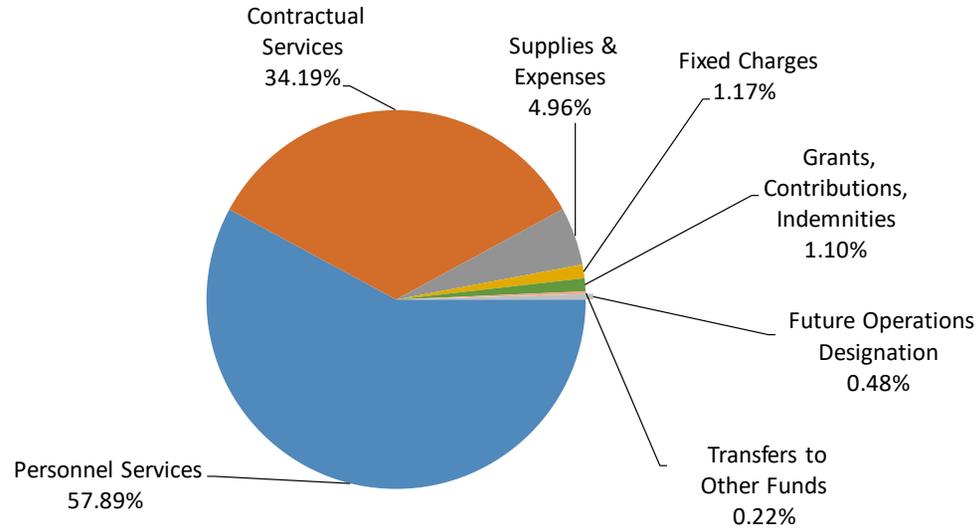
## 2020 REVENUES BY CLASSIFICATION – HEALTH AND HUMAN SERVICES



|  | 2019 Modified<br>Budget | 2020 Proposed<br>Budget | Change from 2019 Modified<br>Budget |                   |
|--|-------------------------|-------------------------|-------------------------------------|-------------------|
|  |                         |                         | Amount Change                       | Percent<br>Change |
| Taxes                                  | 7,097,315               | 7,163,769               | 66,454                              | 0.94%             |
| Intergovernmental Revenues             | 9,176,868               | 9,511,212               | 334,344                             | 3.64%             |
| Licenses and Permits                   | 249,000                 | 252,993                 | 3,993                               | 1.60%             |
| Fines, Forfeitures, and Penalties      | 80,000                  | 80,000                  | -                                   | 0.00%             |
| Public Charges for Services            | 12,140,786              | 12,726,271              | 585,485                             | 4.82%             |
| Intergovernmental Charges for Services | 34,495                  | 43,336                  | 8,841                               | 25.63%            |
| Miscellaneous Revenues                 | 287,240                 | 273,871                 | (13,369)                            | -4.65%            |
| Other Financing Sources                | 167,201                 | 126,351                 | (40,850)                            | -24.43%           |
| <b>Total Revenues</b>                  | <b>29,232,905</b>       | <b>30,177,803</b>       | <b>944,898</b>                      | <b>3.23%</b>      |

\*These totals may vary from the 2019 County Wide Budget Summary as the amounts reflected include all budgets represented in this section.

## 2020 EXPENDITURES BY CLASSIFICATION – HEALTH AND HUMAN SERVICES



|                                    | 2019 Modified Budget | 2020 Proposed Budget | Change from 2019 Modified Budget |                |
|------------------------------------|----------------------|----------------------|----------------------------------|----------------|
|                                    |                      |                      | Amount Change                    | Percent Change |
| Personnel Services                 | 16,601,435           | 17,468,424           | 866,989                          | 5.22%          |
| Contractual Services               | 10,210,773           | 10,317,732           | 106,959                          | 1.05%          |
| Supplies & Expenses                | 1,448,763            | 1,495,382            | 46,619                           | 3.22%          |
| Fixed Charges                      | 341,688              | 352,882              | 11,194                           | 3.28%          |
| Debt Service                       | -                    | -                    | -                                | 0.00%          |
| Grants, Contributions, Indemnities | 263,535              | 332,515              | 68,980                           | 26.17%         |
| Capital Projects                   | 47,633               | -                    | (47,633)                         | 0.00%          |
| Transfers to Other Funds           | 82,590               | 65,109               | (17,481)                         | 0.00%          |
| Future Operations Designation      | 236,488              | 144,759              | (91,729)                         | 0.00%          |
| <b>Total Expenses</b>              | <b>29,232,905</b>    | <b>30,176,803</b>    | <b>943,898</b>                   | <b>3.23%</b>   |

\*These totals may vary from the 2019 County Wide Budget Summary as the amounts reflected include all budgets represented in this section.

## **VETERANS SERVICES**

### **MISSION:**

To provide quality advocacy and comprehensive services to Veterans, their dependents and survivors, while obtaining the greatest possible benefits for those beneficiaries, without regard to race, religion, national origin, age, sex, and physical or mental disabilities.

### **OVERVIEW:**

The Veterans Services Department is mandated by Wisconsin State Statute Chapter 45 to provide services to military Veterans and dependents, including benefit administration, Veterans economic relief, and care of graves. The Department strives to administer all programs by maintaining the highest possible standards of honesty, integrity, impartiality, conduct, and judgment in dealing with all concerned. The Department takes great pride in educating Portage County citizens about the services provided, so that Veterans or their families will feel comfortable seeking out the office for assistance with any Veteran-related program.

The Veterans Service Department assists Veterans with a variety of benefits provided by local, state and federal governmental agencies. Examples of functions performed by the Department, include:

- assist in obtaining and recording Veterans' military separation documents
- obtaining military service and medical treatment records
- corrections of records through the various military service branches
- advising and assisting Veterans in completing appropriate forms for a variety of state benefits
- subsistence grants
- health care aid grants
- retraining grants
- federal and state GI Bill applications

- assist with the process of applying for admission to one of the 3 Wisconsin Veterans skilled nursing care homes
- Wisconsin property tax credit applications
- referring Veterans to various state federal and non-governmental organizations to assist them and their dependents who are homeless or at risk of being homeless
- prepare, present and prosecute actions for Veterans, spouses, survivors and dependents with applications for federal U.S. Department of Veterans Affairs (USDVA) pensions, disability compensation and claims appeals
- federal VA health care enrollment
- education
- Chapter 31 vocational rehabilitation
- disabled veteran life insurance applications
- federal home loan guaranty
- apportionments
- assessing the necessary qualifications for an acceptable application for each benefit and submitting applications to the appropriate agency

The Department conducts outreach to Veteran Service Organizations as well as the general public to increase awareness of the Veterans Service Department's mission.

### **ON THE HORIZON:**

The Veterans Service continues to implement efficiencies and improve upon the IT infrastructure as it pertains to the processing of state and federal claims on behalf of clients. There is minimal fiscal impact related to this initiative as most of the cost is borne by federal and state agencies.

## VETERANS SERVICES

### FINANCIAL SUMMARY

|                                       | 2018<br>Actual   | 2019<br>Modified<br>Budget | 2019<br>Projected<br>Budget | 2020<br>Budget   | Change from 2019<br>Modified Budget |                   |
|---------------------------------------|------------------|----------------------------|-----------------------------|------------------|-------------------------------------|-------------------|
|                                       |                  |                            |                             |                  | Amount<br>Change                    | Percent<br>Change |
| <b>Revenue</b>                        |                  |                            |                             |                  |                                     |                   |
| Taxes                                 | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Intergovernmental Revenue             | 11,500           | 11,500                     | 11,500                      | 11,500           | 0                                   | 0.0%              |
| Licenses and Permits                  | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Fines, Forfeits and Penalties         | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Public Charges for Service            | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Intergovernmental Charges for Service | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Miscellaneous Revenue                 | 17,904           | 5,000                      | 18,000                      | 5,000            | 0                                   | 0.0%              |
| Other Financing Sources               | 0                | 16,000                     | 3,000                       | 21,000           | 5,000                               | 31.3%             |
| <b>Total Revenue</b>                  | <b>\$29,404</b>  | <b>\$32,500</b>            | <b>\$32,500</b>             | <b>\$37,500</b>  | <b>\$5,000</b>                      | <b>15.4%</b>      |
| <b>Expenditures</b>                   |                  |                            |                             |                  |                                     |                   |
| Personnel Services                    | 164,048          | 157,183                    | 158,534                     | 162,914          | 5,731                               | 3.6%              |
| Contractual Services                  | 13,585           | 17,537                     | 17,541                      | 15,406           | (2,131)                             | -12.2%            |
| Supplies & Expenses                   | 7,436            | 6,898                      | 6,302                       | 7,236            | 338                                 | 4.9%              |
| Building Materials                    | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Fixed Charges                         | 474              | 500                        | 270                         | 500              | 0                                   | 0.0%              |
| Debt Service                          | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Grants, Contributions, Indemnities    | 18,577           | 20,000                     | 22,500                      | 30,000           | 10,000                              | 50.0%             |
| Capital Projects                      | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Cost Allocations                      | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Transfers to Other Funds              | 0                | 0                          | 0                           | 0                | 0                                   | N/A               |
| Future Operations Designations        | 0                | 5,000                      | 2,500                       | 0                | (5,000)                             | -100.0%           |
| <b>Total Expenditures</b>             | <b>\$204,120</b> | <b>\$207,118</b>           | <b>\$207,647</b>            | <b>\$216,056</b> | <b>\$8,938</b>                      | <b>4.3%</b>       |
| <b>County Allocation</b>              | <b>\$174,716</b> | <b>\$174,618</b>           | <b>\$175,147</b>            | <b>\$178,556</b> | <b>\$3,938</b>                      | <b>2.3%</b>       |
| Addition to (Use of ) Fund Balance    | \$3,327          |                            |                             |                  |                                     |                   |

## **VETERANS SERVICES**

### **FINANCIAL SUMMARY HIGHLIGHTS:**

- Other financing sources increase by \$5,000 to provide veterans relief services with donation funds received in prior fiscal years.
- Personnel expenses reflect a 3.6% increase due to an annual adjustment increase to the County's wage and classification plan along with a slight increase in WRS contributions.
- Contractual services decrease due to a decrease of phone usage and the County's contracted information technology services allocation.
- Supplies and expenses increase due to photocopy and printing.
- Grants, contributions and indemnities increased \$10,000 for the 2020 budget for the purpose of providing aid to Veterans, spouses, surviving spouses, minor and dependent children of Veterans, and the parents of Veterans entitled to aid under ss. 45.81 to 45.84, and to carry out the intent and purpose of s. 45.85.
- Future operations designations is removed from 2020 with the anticipated use of fund balance.

**VETERANS SERVICES**

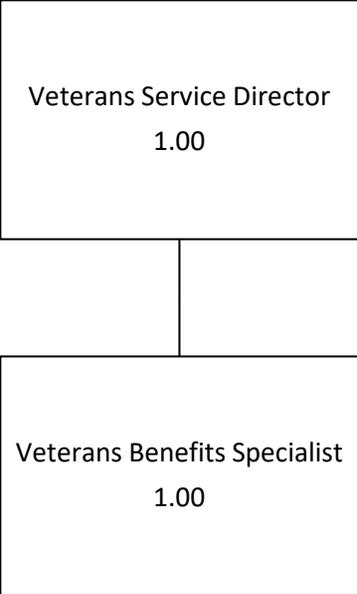
**CONTRACTED SERVICES**

| Type of Services Provided            | Annual Cost   |
|--------------------------------------|---------------|
| Grounds Maintenance – Care of Graves | 5,430         |
| Other Contractual                    | 9,976         |
| <b>Total</b>                         | <b>15,406</b> |

**CAPITAL OUTLAY**

| Description | Amount |
|-------------|--------|
| None        |        |

**VETERANS SERVICES**



| <b>Position Summary (FTE)</b> | <b>2018</b> | <b>2019</b> | <b>2020</b> |
|-------------------------------|-------------|-------------|-------------|
| Regular Positions             | 2.00        | 2.00        | 2.00        |
| Extra Help                    | 0.00        | 0.00        | 0.00        |
| <b>Total</b>                  | <b>2.00</b> | <b>2.00</b> | <b>2.00</b> |

## **HEALTH & HUMAN SERVICES**

### **MISSION:**

To promote the health, safety and well-being of Portage County residents through the offering of a variety of services to residents. Services are available to any resident regardless of age, race, religion, color, sex, national origin, ancestry, handicap, physical condition, development disability [as defined in s.51.01(5)], arrest or conviction record [s.111.32], sexual orientation, marital status, or ability to pay.

### **OVERVIEW:**

The Department of Health and Human Services (HHS) provides a wide range of confidential services designed to enhance the physical and emotional functioning of individuals and families in Portage County. The department's varied and diverse services share a philosophical commitment to the dignity of the individual and a belief that individuals and families can, with proper assistance, positively respond to the challenges that life's problems and crises present. Services are available to all County residents.

Portage County Health & Human Services (PCHHS) department is comprised of four divisions which consist of Administration, Public Health, Community Programs, and Children & Family Services.

**Administration** provides front desk services which include answering the main phone lines for all client and business contacts, checking in clients for appointments, scheduling appointments, provides medical assistant work for the psychiatry clients and doctors, accessing CARES/KIDS state system to provide customer information for child support and economic support questions, assisting all visitors as necessary to fulfill customer service satisfaction, and assisting clients who can't afford their medications in obtaining prescription medicines by utilizing the Patient Assistance Program.

The **Public Health Division** is committed to preventing disease and promoting health for all citizens in Portage County. The division offers a wide range of public health services focused on the control and containment of human public health hazards. The core functions of public health are to assess and monitor the health status of the entire County, develop public health policy, and assure access to quality health care. The Public Health Division is comprised of four sections: Community Health Programs, Environmental Health Programs, Prevention and Preparedness Programs, and Women, Infants and Children (WIC)/Nutrition Services Programs.

The **Division of Community Programs** provides a variety of services and programs to County residents of all ages. The programs that the division provides are: Community Support Program (CSP), Comprehensive Community Services (CCS), Adult Protective Services (APS), Crisis Intervention Services, Psychological Services, OWI Services and Special Needs Program Services for Children. There are four programs that fall under the Special Needs Program Services for Children which are the Birth to Three Program (B-3), Children's Community Options Program (CCOP), Children's Long Term Support Waivers (CLTS) and Coordinated Services Teams (CST).

The division also oversees the Portage House, a 12 bed group facility that serves male corrections clients that are either referred by the Region 8 Department of Correction Staff or are enrolled in the Community and Residential Corrections program.

Jail Social Work Services are also provided. One full-time social worker is paid for in collaboration by PCHHS and the Portage County Jail. This social worker provides evaluation, outreach, and referral to individuals with

## **HEALTH & HUMAN SERVICES**

mental health issues, AODA issues, or need general support while incarcerated in the Portage County Jail.

The **Division of Children and Families** provides a variety of direct and collaborative services and has four sections: Child Welfare, Juvenile Justice Services, Economic Support, and Child Support.

The Child Welfare unit investigates allegations of child abuse and neglect. The goal of the Juvenile Justice Services is to protect citizens in the community, hold youth accountable for their behavior and assist offenders and their families to develop skills and competencies that prevent crime. The Economic Support Section is responsible for administering various state and federal public assistance programs serving low-income Wisconsin residents. Having merged with PCHHS in 2013, the Child Support program increases family self-sufficiency, reduces child poverty and strongly encourages both parents to financially provide for their children.

### **ON THE HORIZON:**

As PCHHS caseloads continue to rise, the department will need to address the possibility of additional staff. An increase in funding from the state to the Children's and Families Aids will help with the Child Welfare crisis we are dealing with, however the impact of the Federal Family First legislation could off-set some of that increase. Most other funding has remained flat or we have seen a cut in some programs like Child Support, also contracted expenses continue to increase. It will be increasingly more difficult to balance the budget without cutting vital programs or developing a further reliance on county tax levy.

The department is looking at potential reorganizations to gain efficiencies. The department will continue to maximize state/federal dollars

when those dollars can support programs and positions in the department. The increase in referrals that result in court ordered services continues to rise and this is having a direct impact on expenses. The state continues to add new expectations and refined performance standards for Child Welfare and Juvenile Justice Programs. Similar demands from the state and changing practices/programs in the field of health and human services also affect many other services in the department. Additionally, the adding of an on-site psychiatrist will greatly aid the department but paying the market wage will impact the budget as well.

## HEALTH & HUMAN SERVICES

### FINANCIAL SUMMARY

|   | 2018<br>Actual      | 2019<br>Modified<br>Budget | 2019<br>Projected<br>Budget | 2020<br>Budget      | Change from 2019<br>Modified Budget |                   |
|---|---------------------|----------------------------|-----------------------------|---------------------|-------------------------------------|-------------------|
|   |                     |                            |                             |                     | Amount<br>Change                    | Percent<br>Change |
| <b>Revenue</b>                            |                     |                            |                             |                     |                                     |                   |
| Taxes                                     | 5,153,085           | 5,153,085                  | 5,153,085                   | 5,331,591           | 178,506                             | 3.5%              |
| Intergovernmental Revenue                 | 7,464,861           | 7,378,487                  | 7,629,429                   | 7,721,231           | 342,744                             | 4.6%              |
| Licenses and Permits                      | 258,184             | 249,000                    | 265,483                     | 252,993             | 3,993                               | 1.6%              |
| Fines, Forfeits and Penalties             | 76,706              | 80,000                     | 80,000                      | 80,000              | 0                                   | 0.0%              |
| Public Charges for Service                | 4,135,104           | 5,107,912                  | 4,960,396                   | 5,475,818           | 367,906                             | 7.2%              |
| Intergovernmental Charges for Service     | 28,544              | 26,460                     | 26,460                      | 26,844              | 384                                 | 1.5%              |
| Miscellaneous Revenue                     | 46,574              | 29,080                     | 43,757                      | 38,580              | 9,500                               | 32.7%             |
| Other Financing Sources                   | 0                   | 110,131                    | 275,585                     | 85,109              | (25,022)                            | -22.7%            |
| <b>Total Revenue</b>                      | <b>\$17,163,058</b> | <b>\$18,134,155</b>        | <b>\$18,434,195</b>         | <b>\$19,012,166</b> | <b>\$878,011</b>                    | <b>4.84%</b>      |
| <b>Expenditures</b>                       |                     |                            |                             |                     |                                     |                   |
| Personnel Services                        | 9,126,702           | 9,783,520                  | 9,521,785                   | 10,582,672          | 799,152                             | 8.2%              |
| Contractual Services                      | 7,372,325           | 7,734,525                  | 8,288,266                   | 7,848,109           | 113,584                             | 1.5%              |
| Supplies & Expenses                       | 341,229             | 406,482                    | 389,766                     | 390,226             | (16,256)                            | -4.0%             |
| Building Materials                        | 0                   | 0                          | 0                           | 0                   | 0                                   | N/A               |
| Fixed Charges                             | 26,394              | 29,667                     | 27,717                      | 31,576              | 1,909                               | 6.4%              |
| Debt Service                              | 0                   | 0                          | 0                           | 0                   | 0                                   | N/A               |
| Grants, Contributions, Indemnities        | 104,185             | 67,900                     | 86,375                      | 90,400              | 22,500                              | 33.1%             |
| Capital Projects                          | 0                   | 31,608                     | 31,608                      | 0                   | (31,608)                            | -100.0%           |
| Cost Allocations                          | 0                   | 0                          | 0                           | 0                   | 0                                   | N/A               |
| Transfers to Other Funds                  | 96,814              | 80,453                     | 86,812                      | 65,109              | (15,344)                            | -19.07%           |
| Future Operations Designations            | 7,024               | 0                          | 1,866                       | 4,074               | 4,074                               | N/A               |
| <b>Total Expenditures</b>                 | <b>\$17,074,673</b> | <b>\$18,134,155</b>        | <b>\$18,434,195</b>         | <b>\$19,012,166</b> | <b>\$878,011</b>                    | <b>4.84%</b>      |
| <b>County Allocation</b>                  | <b>(\$88,385)</b>   | <b>\$0</b>                 | <b>\$0</b>                  | <b>\$0</b>          | <b>\$0</b>                          | <b>N/A</b>        |
| <b>Addition to (Use of ) Fund Balance</b> | <b>\$88,385</b>     |                            |                             |                     |                                     |                   |

## HEALTH & HUMAN SERVICES

### FINANCIAL SUMMARY HIGHLIGHTS

- Taxes reflect an increase of 3.5%. This amount funds 28.1% of the overall expenditures.
- Intergovernmental revenues increase 4.6% or \$324,272 primarily due to an increase in funding in Children's and Families Allocation. This category represents 40.6% of the department's overall revenue.
- Public charges for services increase overall by 7.2% or \$367,906. Otherwise, this represents an increase of \$201,508 in CCS revenue due to more consumers in the program; an increase of \$95,000 for inpatient revenue in state institutions based on current year estimates; an increase \$38,000 in CLTS case management revenue for additional .50 FTE added. This category represents 28.8% of the department's overall revenue.
- Miscellaneous revenue increase by 32.7% or \$9,500 due to an increase in miscellaneous revenue in the dental program of \$9,000 and \$500 for community health babe-b-safe revenue.
- Other financing sources decrease by 22.7% or \$25,022. Decrease of \$9,678 in dental funds and a planned decrease of \$15,344 for IV-E legal services by the Corporation Counsel Office to fund a lawyer and paralegal. In 2019, 60% of the costs for these positions is funded from HHS fund balance, with the intent to reduce the amount each year. In 2020, the amount of the transfer decreases from 60% to 40%, and by 20% each budget year thereafter.
- Personnel costs increase by 8.2% or \$799,152 which reflects: an increase due to a 1% annual adjustment increase to the County's wage and classification plan along with a slight increase for WRS contributions. Also, the addition of an employed psychiatrist at market rate (\$409,644) started 9/2019 (previously contracting for telehealth psychiatry services); the addition of 1.0 FTE Child Welfare Social Worker (\$84,702); the addition of 1.0 FTE Child Welfare Assistant (\$57,736); the addition of .50 FTE IHSS Social Worker (\$44,758) Personnel costs are 55.6% of the overall budget.
- Contractual services increase by 1.5% or \$113,584 overall. This increase primarily consists of: the increase for crisis line due to a regional grant ending mid 2020 (\$11,196); decrease for child support cooperative agreements due to an accounting change (\$84,000); decrease for psychiatry services (\$306,120); increase for inpatient services (\$190,500); increase for community based care (\$165,185); increase for CCS contractual services (\$35,000); decrease in CST wraparound funds (\$13,508); increase for juvenile correctional services (\$173,024); and an increase for out of home placement expenses (\$195,232). Contractual services are 41.3% of the overall budget.
- Supplies and operating expenses decrease 4.0% or by \$16,256. This category generally includes supplies, travel expenses, and training expenses.

## **HEALTH & HUMAN SERVICES**

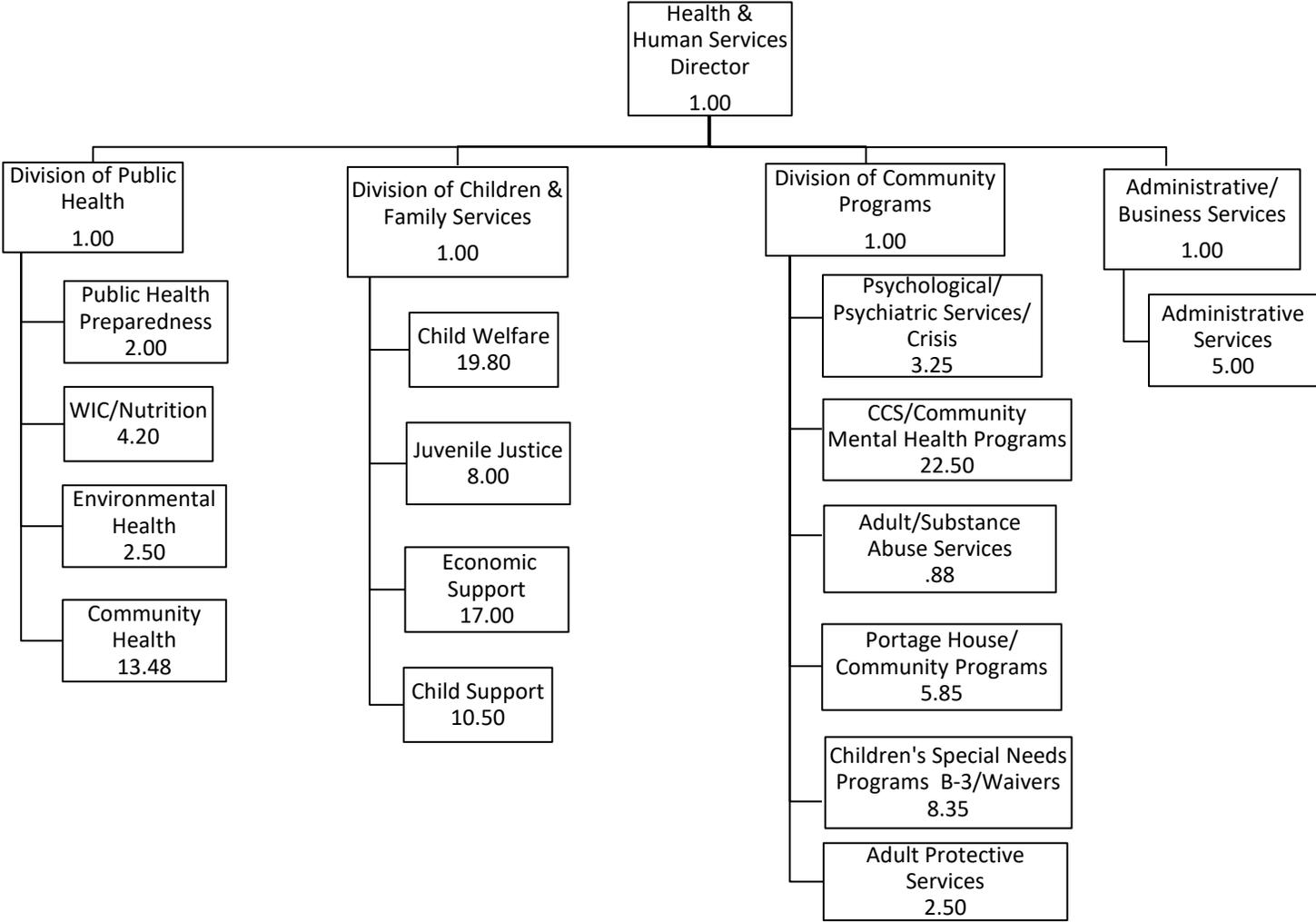
- Grants, contributions, and indemnities increase 33.1% or by \$22,500 due to an increase in Children’s Community Option Program expenses (\$22,500).
- Capital projects decrease by \$31,608 or 100% resulting from one-time funding in the prior year for WIC infrastructure clinic remodel.
- Transfer to other funds decrease by \$15,344 for reduction in IV-E legal services transfer to the General fund for Corporation Counsel. This corresponds with the other financing sources decrease as well.

## HEALTH & HUMAN SERVICES

### CONTRACTED SERVICES

| Type of Services Provided                                |           |                                     |                  |
|--|-----------|-------------------------------------|------------------|
| Comprehensive Community Services                         | 1,751,855 | Community and Residential Programs  | 102,407          |
| Other Contractual Services (Telephone, Computer Service) | 794,541   | Shelter Care                        | 15,000           |
| Inpatient  | 865,940   | Wrap Around Services                | 35,000           |
| Foster Care  | 689,508   | FOSS                                | 40,000           |
| Children's Long Term Support (CLTS) Waiver Services      | 490,520   | Transportation                      | 46,100           |
| Physician Services                                       | 59,000    | Dental Program Contractual Services | 34,551           |
| CBRFs  | 299,662   | AODA Prevention                     | 29,860           |
| Treatment Foster Care                                    | 314,522   | Respite Services                    | 21,750           |
| Residential Care   | 419,385   | AODA Detoxification Services        | 15,000           |
| Institution of Mental Disease (IMD)                      | 179,825   | Children First Services             | 20,000           |
| Birth to Three Therapy Services                          | 177,420   | Interpreter Services                | 15,440           |
| Supervised Visitation Services                           | 170,000   | <b>Total</b>                        | <b>7,848,109</b> |
| Residential Treatment Services                           | 134,418   |                                     |                  |
| Gateway Weekend Report Center                            | 147,540   |                                     |                  |
| Wisconsin Heating and Energy Assistance Program          | 137,594   |                                     |                  |
| Juvenile Correctional Services                           | 300,204   |                                     |                  |
| Gateway Report Center/Truancy Abatement Program          | 120,000   |                                     |                  |
| Kinship Care Benefits                                    | 100,932   |                                     |                  |
| Guardianship   | 144,000   |                                     |                  |
| Group Care   | 76,135    |                                     |                  |
| Born Learning Initiative                                 | 100,000   |                                     |                  |

**HEALTH AND HUMAN SERVICES**



| <b>Position Summary (FTE)</b> | <b>2018</b>   | <b>2019</b>   | <b>2020</b>   |
|-------------------------------|---------------|---------------|---------------|
| Regular Positions             | 122.32        | 124.76        | 130.81        |
| Extra Help                    | 0.00          | 0.00          | 0.70          |
| <b>Total</b>                  | <b>122.32</b> | <b>124.76</b> | <b>131.51</b> |

\*Portage House/Community Programs includes .25 FTE for the shared Justice Programs Director position.

## **AGING & DISABILITY RESOURCE CENTER**

### **MISSION:**

To support seniors, adults with disabilities, and their families and caregivers by offering easy access to services and by fostering a caring community that values lifelong contributions, maximum independence, and individual dignity.

### **OVERVIEW:**

The Aging & Disability Resource Center (ADRC) of Portage County is a fully integrated agency that functions as both a county aging unit and an ADRC. One board oversees both of these roles.

The development of a comprehensive and coordinated aging service system, as well as the functions and responsibilities of the Aging Network, are outlined in Title III of the Older Americans Act of 1965, as amended. The creation of county/tribal aging units is further clarified in the Wisconsin Elders Act – 1991 Wisconsin Act 235, Wisconsin State Statutes 46.82 and Wisconsin State Statutes 59.53(11).

**Aging units** serve individuals age 60 and older, as well as caregivers of older adults, regardless of income. Services of an aging unit include, but are not limited to: providing access to information and opportunities available through the aging unit; planning for and administering state allocated funds; providing a visible access point of contact for individuals to obtain information about public and private community resources; organizing and administering congregate programs – nutrition, adult day care, etc.; securing a county-wide transportation system that makes programs/opportunities accessible to, and meets the needs of older adults; assisting in representing the needs, views and concerns of older adults and assisting older adults in expressing their views; and advocating on behalf of older adults.

Beginning in 1998 pilot counties, including Portage, aging units or human service agencies could apply to and receive contracts from the state to operate **Aging & Disability Resource Centers (ADRCs)** under Wisconsin State Statutes 46.283. ADRCs are service centers that provide a place for the public to get accurate, unbiased information on all aspects of life related

to aging or living with a disability. The public can contact ADRCs to receive information and assistance regarding not only the public benefits that may be available for older adults, adults with disabilities, and their caregivers, but all of the programs and services in the area which are available to help meet an individual's or family's needs. Individuals, family/friends, or professionals working with issues related to aging, physical disabilities, mental health or substance use disorders, can receive information tailored to each person's situation.

Some of the programs and/or services offered at the ADRC include:

**Adult Day Center** offers supervised programming for those who need extra care to remain living in the community as independently as possible. The Adult Day Center offers family and other caregivers a break from their caregiving responsibilities.

**Benefit Specialists** provide accurate information on public and private benefits and programs; assistance in determining benefits or programs to which a person is entitled; will discuss individual choices and programs to services to best meet the individual's needs.

**Caregiver Support Services** are available to family members, neighbors and friends who care for people age 60 and older or people with Alzheimer's disease, Parkinson's or other dementias regardless of age. This program employs a Dementia Care Specialist and coordinates the Dementia Friendly Community efforts.

**Foster Grandparents** serve in Portage County schools and Head Start classrooms working one-on-one or in small groups on reading, language, math & social skills, giving undivided time to the students to help them gain success in their studies.

**Information & Assistance** staff are trained specialists providing individualized confidential consultation on a wide-variety of topics including: adaptive or durable medical equipment, assisted living, caregiving, in-home services, elder abuse, health concerns, home

## **AGING & DISABILITY RESOURCE CENTER**

modifications, housing options, personal care, vocational services, transportation, volunteer opportunities, education, recreation, and publicly funded long-term care services.

**Nutrition** offers both congregate dining and home delivered meals throughout the County. The Nutrition Program is for people age 60 and older and their spouses.

**RSVP** promotes volunteerism, targeting people age 55 and older as a means of addressing critical community needs, and to provide a high quality experience that will enrich the lives of the volunteers.

**Senior Center**, commonly referred to as Lincoln Center, offers a diverse selection of educational, evidenced based health programs, fitness activities, creative arts and recreational opportunities through the leadership of community groups and individuals, the majority of whom are seniors.

**Transportation** is available for seniors and adults with disabilities who are in need of a ride, including transportation to the senior center, dining sites, adult day center, employment, volunteer work stations, grocery shopping and medical appointments. This program is funded by the ADRC and operated by Central Transportation.

### **ON THE HORIZON:**

Many ADRC services continue to be funded at least in part by the federal government, so there is always concern about the failure of Congress to pass a budget leading to another version of Sequestration. This possibility impacts all Older Americans Act (OAA) programs, RSVP and the Foster Grandparent Program. At the ADRC of Portage County OAA funds in part: Nutrition, Evidence-based Health Programs, Transportation and Caregiver Support Services.

The federal government's continued support of the State Health Insurance Program (SHIP) is in question. This program supports the efforts of the Elder Benefit Specialists (EBS) to assist seniors in the community to review

their Medicare Part D coverage during the fall open enrollment period. An EBS has no financial stake in what company is chosen so their information is unbiased and the service is free to seniors.

The Wisconsin Department of Health Services is looking at the funding formulas for how the OAA dollars will be distributed in the state. Current projections for Portage County show a minimal increase in funding. This could change before it is finally approved. The reallocation efforts regarding ADRCs from the Department of Health Services have been set aside and a new approach will be taken at the state level. This will not take place before 2021.

The ADRC continues to receive funds from the United Way of Portage County. Beginning in 2020, three programs will receive funding. The Volunteer Caregivers program will be discontinued. Agency staff has applied for some additional funding through United Way to better address their community priorities. The three programs receiving funding are Rural Home Delivered Meals, The Adult Day Center, and the Evidence-based Health Programs. These programs are not guaranteed funding and a loss of United Way dollars would be a devastating blow to these programs which are looked at as leaders in the state. In 2020 United Way will no longer fund the Volunteer Caregiver's program, but is working with the ADRC to provide more support to Caregivers in Portage County.

The staff at the ADRC are always looking for new and innovative ways to attract three generations of seniors, adults with disabilities and their caregivers to our programs. The Senior Center Advisory Council is looking at programs that would be of interest to younger seniors.

2020 will be the second full year of the revitalized Nutrition Program that will include scratch cooking from Lincoln Center. Smaller changes in Almond, Bancroft and Plover are also planned to include the re-introduction of My Meal My Way in Plover.

The ADRC will continue to monitor the success of the merged transportation program with the City of Stevens Point.

## AGING & DISABILITY RESOURCE CENTER

### FINANCIAL SUMMARY

|   | 2018<br>Actual     | 2019<br>Modified<br>Budget | 2019<br>Projected<br>Budget | 2020<br>Budget     | Change from 2019<br>Modified Budget |                   |
|---|--------------------|----------------------------|-----------------------------|--------------------|-------------------------------------|-------------------|
|   |                    |                            |                             |                    | Amount<br>Change                    | Percent<br>Change |
| <b>Revenue</b>                            |                    |                            |                             |                    |                                     |                   |
| Taxes                                     | 714,811            | 714,811                    | 714,811                     | 639,063            | (75,748)                            | -10.6%            |
| Intergovernmental Revenue                 | 1,892,782          | 1,759,653                  | 1,905,981                   | 1,914,106          | 154,453                             | 8.8%              |
| Licenses and Permits                      | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Fines, Forfeits and Penalties             | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Public Charges for Service                | 205,636            | 238,805                    | 239,695                     | 244,055            | 5,250                               | 2.2%              |
| Intergovernmental Charges for Service     | 8,013              | 8,035                      | 8,013                       | 16,492             | 8,457                               | 105.3%            |
| Miscellaneous Revenue                     | 226,732            | 240,980                    | 242,737                     | 220,311            | (20,669)                            | -8.6%             |
| Other Financing Sources                   | 0                  | 41,070                     | 43,070                      | 12,242             | (28,828)                            | -70.2%            |
| <b>Total Revenue</b>                      | <b>\$3,047,974</b> | <b>\$3,003,354</b>         | <b>\$3,154,307</b>          | <b>\$3,046,269</b> | <b>\$42,915</b>                     | <b>1.4%</b>       |
| <b>Expenditures</b>                       |                    |                            |                             |                    |                                     |                   |
| Personnel Services                        | 1,924,489          | 2,056,344                  | 2,045,804                   | 2,083,082          | 26,738                              | 1.3%              |
| Contractual Services                      | 553,111            | 539,591                    | 540,547                     | 537,693            | (1,898)                             | -0.4%             |
| Supplies & Expenses                       | 355,817            | 297,482                    | 347,398                     | 336,935            | 39,453                              | 13.3%             |
| Building Materials                        | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Fixed Charges                             | 6,233              | 6,489                      | 5,087                       | 5,959              | (530)                               | -8.2%             |
| Debt Service                              | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Grants, Contributions, Indemnities        | 47,717             | 76,935                     | 79,575                      | 77,915             | 980                                 | 1.3%              |
| Capital Projects                          | 109,974            | 16,025                     | 16,025                      | 0                  | (16,025)                            | -100.0%           |
| Cost Allocations                          | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Transfers to Other Funds                  | 0                  | 0                          | 110,872                     | 0                  | 0                                   | N/A               |
| Future Operations Designations            | 196,453            | 10,488                     | 8,999                       | 4,685              | (5,803)                             | -55.3%            |
| <b>Total Expenditures</b>                 | <b>\$3,193,793</b> | <b>\$3,003,354</b>         | <b>\$3,154,307</b>          | <b>\$3,046,269</b> | <b>\$42,915</b>                     | <b>1.4%</b>       |
| <b>County Allocation</b>                  | <b>\$145,819</b>   | <b>\$0</b>                 | <b>\$0</b>                  | <b>\$0</b>         | <b>\$0</b>                          | <b>N/A</b>        |
| <b>Addition to (Use of ) Fund Balance</b> | <b>(\$145,819)</b> |                            |                             |                    |                                     |                   |

## **AGING & DISABILITY RESOURCE CENTER**

### **FINANCIAL SUMMARY HIGHLIGHTS**

- Taxes decrease 10.6% based on 2020 services and the ability to maximize grant claiming for eligible grant expenses. This is reflected in the increase to intergovernmental revenue.
- Intergovernmental revenues increase \$154,453 or 8.8% due to an increase in Wisconsin Department of Health Services funding resulting from maximizing and claiming eligible grant expenses.
- Public charges for services increase slightly primarily for anticipated increases in participation for Senior Center classes and the Project Lifesaver program.
- Intergovernmental charges for service increase by 105.3% or \$8,457 resulting from an increase of rent paid by the Stevens Point Housing Authority for food services at Hi-Rise Manor.
- Miscellaneous revenues decrease 8.6% due to the elimination of United Way revenue for the Volunteer Caregiver program.
- Fund balance will be used in 2020 to fund the volunteer caregiver coordinator position that is no longer funded by United Way as a transitional measure.
- Personnel services overall increase by 1.3% due to a 1% annual adjustment increase to the County's wage and classification plan along with a slight increase for WRS contributions.
- Contractual services remain flat with a decrease of 0.4%.
- Supplies & expenses increase by 13.3% or \$39,453 as a result of changes in the nutrition program from purchasing meals to cooking meals for an overall increase in the operating supplies necessary for the kitchen.
- Fixed charges decrease by 8.2% due to an anticipated decrease in rent.
- Grants, contributions, indemnities remain relatively unchanged with increase of 1.3%.
- Capital projects decrease due the completion of the kitchen remodel in the prior year.

**AGING & DISABILITY RESOURCE CENTER**

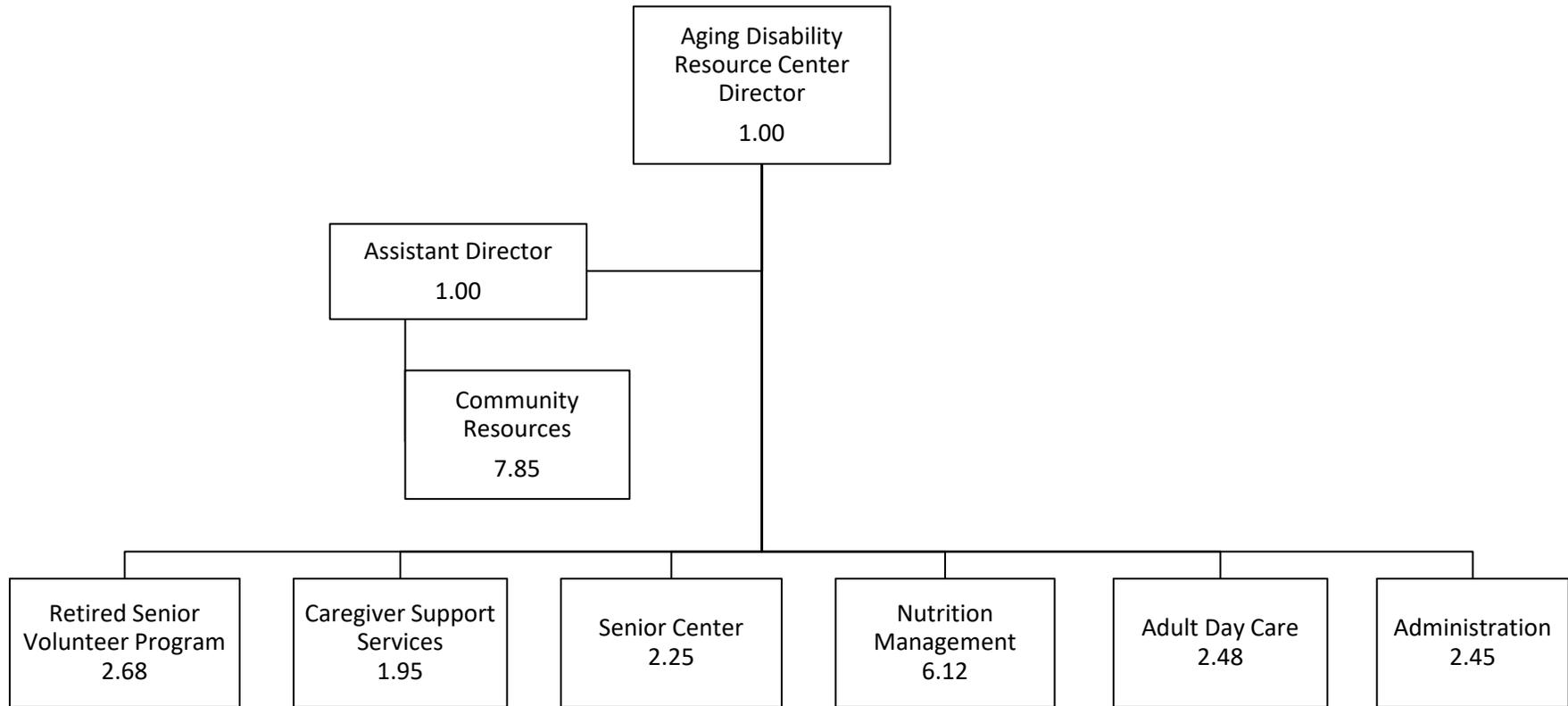
**CONTRACTED SERVICES**

| Type of Services Provided  |                |
|----------------------------|----------------|
| Transportation Services    | 325,918        |
| Other Contractual Services | 139,894        |
| Contracted Food Provider   | 28,922         |
| Respite Services           | 26,269         |
| Personal Care Services     | 10,920         |
| Supportive Home Care       | 5,770          |
| <b>Total</b>               | <b>537,693</b> |

**CAPITAL OUTLAY**

| Description | Amount |
|-------------|--------|
| None        |        |

**AGING DISABILITY RESOURCE CENTER**



| <b>Position Summary (FTE)</b> | <b>2018</b>  | <b>2019</b>  | <b>2020</b>  |
|-------------------------------|--------------|--------------|--------------|
| Regular Positions             | 26.28        | 27.83        | 27.78        |
| Extra Help                    | 0.13         | 0.13         | 0.93         |
| <b>Total</b>                  | <b>26.41</b> | <b>27.96</b> | <b>28.71</b> |

## HEALTH CARE CENTER

### **MISSION:**

To provide quality, individualized, cost effective, residential and rehabilitative services in an atmosphere of compassion and respect for adult clients with short and long-term care needs.

### **OVERVIEW:**

Portage County Health Care Center (PCHCC) is an 80 bed Skilled Nursing Facility licensed by the State of Wisconsin. The facility is both Medicare and Medicaid certified. The center provides the key services detailed below.

**Short Term Care/Sub Acute Care Service** would follow hospitalization, and provide medical and therapy services, bridging the transition between hospital and home. Services include:

- Complex medical management
- RN Supervision with Medical Director oversight
- Wound care
- Post-surgical orthopedic
- IV therapy
- Resourceful discharge planning
- Physical, occupational, & speech therapies
- Interactive support planning
- Respiratory care
- Diabetic management

**Long Term Care** is for clients in need of a high degree of ongoing medical attention and/or supervision. Care staff work towards helping each individual achieve and maintain an optimal level of self-care and independence.

**Dementia Care Advanced Stages** offers specialized care for residents with Alzheimer's disease or other related dementia, which may require a high level of medical management and physical care. Nursing and Life Engagement Professionals receive additional training and provide attention to meeting physical, emotional and recreational needs of residents with advanced stages of dementia. Care is focused on offering support, reassurance and security to these individuals. Psychological overview is also provided through Psychiatrist Services. PCHCC is also now certified as a "Dementia Friendly" trained facility and certified for music therapy per resident request. PCHCC has received a Second Wind Dreams grant for dementia training.

**Hospice Services** are available to residents who need end of life care. Our Portage County Health Care Center works in partnership with five hospice services to provide this supportive end of life care often required in a skilled setting. Palliative and other resident/family services are also available to residents as selected.

**Respite Care Services** are available to provide primary caregivers short-term relief for planned or emergency temporary care to adults.

### **ON THE HORIZON:**

PCHCC is focused on improving financial sustainability. The County has been contributing \$100,000 annually to support the health care center operations from its operational levy. However, this does not cover the operational deficit.

The 2018 November ballot included a referendum to exceed the tax levy limit to offset PCHCC operational deficits by \$1.4 million for four years. This tax levy increase is available for fiscal years 2019-2022.

## **HEALTH CARE CENTER**

For 2019, the County levied an additional \$935,801 of the \$1.4 million authorized for year one. The health care center is currently anticipating a surplus of \$350,702 for 2019. These funds will be added to the health care center's unrestricted net position.

The 2020 budget proposal includes \$895,559 of levy to support the operations of the health care center beyond the annual contribution of \$100,000 in tax levy from the County's operational levy.

As always, the PCHCC strives to provide high quality care services to the people who choose the facility. Portage County remains a progressive global community service provider to those with skilled, rehabilitative and dynamic aspects of care surrounding the aging process. A well-developed management team ensures strong leadership and guidance with ensuring a comfortable, home-like setting.

## HEALTH CARE CENTER

### FINANCIAL SUMMARY

|   | 2018<br>Actual     | 2019<br>Modified<br>Budget | 2019<br>Projected<br>Budget | 2020<br>Budget     | Change from 2019<br>Modified Budget |                   |
|---|--------------------|----------------------------|-----------------------------|--------------------|-------------------------------------|-------------------|
|   |                    |                            |                             |                    | Amount<br>Change                    | Percent<br>Change |
| <b>Revenue</b>                            |                    |                            |                             |                    |                                     |                   |
| Taxes                                     | 100,000            | 1,035,801                  | 1,035,801                   | 995,559            | (40,242)                            | -3.89%            |
| Intergovernmental Revenue                 | 964,490            | 526,000                    | 627,821                     | 464,375            | (61,625)                            | -11.72%           |
| Licenses and Permits                      | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Fines, Forfeits and Penalties             | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Public Charges for Service                | 6,911,846          | 6,794,069                  | 6,916,220                   | 7,006,398          | 212,329                             | 3.13%             |
| Intergovernmental Charges for Service     | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Miscellaneous Revenue                     | 16,817             | 12,180                     | 10,792                      | 9,980              | (2,200)                             | -18.06%           |
| Other Financing Sources                   | 0                  | 0                          | 0                           | 8,000              | 8,000                               | N/A               |
| <b>Total Revenue</b>                      | <b>\$7,993,153</b> | <b>\$8,368,050</b>         | <b>\$8,590,634</b>          | <b>\$8,484,312</b> | <b>\$116,262</b>                    | <b>1.39%</b>      |
| <b>Expenditures</b>                       |                    |                            |                             |                    |                                     |                   |
| Personnel Services                        | 4,626,225          | 4,986,550                  | 4,967,291                   | 5,102,184          | 115,634                             | 2.32%             |
| Contractual Services                      | 1,978,735          | 2,013,009                  | 2,156,562                   | 2,027,377          | 14,368                              | 0.71%             |
| Supplies & Expenses                       | 679,301            | 759,521                    | 759,347                     | 786,605            | 27,084                              | 3.57%             |
| Building Materials                        | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Fixed Charges                             | 256,893            | 306,133                    | 273,532                     | 316,946            | 10,813                              | 3.53%             |
| Debt Service                              | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Grants, Contributions, Indemnities        | 176,405            | 79,700                     | 78,200                      | 115,200            | 35,500                              | 44.54%            |
| Capital Projects                          | 0                  | 0                          | 5,000                       | 0                  | 0                                   | N/A               |
| Cost Allocations                          | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Transfers to Other Funds                  | 0                  | 0                          | 0                           | 0                  | 0                                   | N/A               |
| Future Operations Designations            | 2,992              | 223,137                    | 350,702                     | 136,000            | (87,137)                            | -39.05%           |
| <b>Total Expenditures</b>                 | <b>\$7,720,551</b> | <b>\$8,368,050</b>         | <b>\$8,590,634</b>          | <b>\$8,484,312</b> | <b>\$116,262</b>                    | <b>1.39%</b>      |
| <b>County Allocation</b>                  | <b>(\$272,602)</b> | <b>\$0</b>                 | <b>\$0</b>                  | <b>\$0</b>         | <b>\$0</b>                          | <b>N/A</b>        |
| <b>Addition to (Use of ) Fund Balance</b> | <b>\$272,602</b>   |                            |                             |                    |                                     |                   |

## HEALTH CARE CENTER

### FINANCIAL SUMMARY HIGHLIGHTS:

- The operating budget for the Health Care Center presents a structural deficit for the Health Care Center fund – meaning the current resources **available** for the operations of the skilled nursing facility do not meet the current expenses **required** to operate the facility. A referendum question was placed on the November 6, 2018 general election ballot to ask voters to exceed the levy limit for Portage County in an amount up to \$1.4 million for the next four fiscal years, 2019 – 2022. This referendum will assist the County in developing the next stages of planning for the Health Care Center.
- The budget is based on an assumption of a census of 58 patients per day for the fiscal year 2020.
- Taxes decrease \$40,242 or 3.89% and includes \$859,559 of levy authorized by referendum for 2020.
- Intergovernmental revenues decrease by 11.72% based on formula projections utilizing the County’s Medicaid rate and estimated number of residents for supplemental funding from the State. This funding helps to offset shortfalls in Medicaid program funding.
- Public charges for services increase by 3.13% or \$212,329 based on an increase in the daily rate and projected increases from third party payor sources. Fees are estimated based on the current payor mix from recent an historical census data. The current Medicare census is strong and increases the overall projection for fees.
- The budget includes a decrease for miscellaneous revenues for rebates generated from use of various purchasing groups and anticipated donations.
- Other financing sources for 2020 is related to a capital project call light system. The \$8,000 represents one year of depreciation.
- The anticipated surplus for the operating budget in 2019 is \$350,702. The anticipated surplus will increase the unrestricted net position of the Health Care Center fund. This includes unspent funds from the previous year budgeted as a contingency for building repairs and unexpected operational expenses.
- Personnel services increase by 2.32% overall which includes a 1.00% annual adjustment increase to the County’s wage and classification plan along with a slight increase for WRS contributions. The HCC budget is based on hours to serve the estimated daily census.
- Contractual services increase overall by \$14,368 or 0.71%. This change includes a decrease of \$20,400 for the decertification of 10 nursing home beds, an increase of \$7,500 for MDS consulting services, an increase of \$20,000 for temporary employment services, and a decrease of \$15,000 for laundry services. Other contractual services increases include an overall increase in therapy services.
- Supplies and expenses increase by 3.57% overall primarily due to increases in medical medical supplies and pharmaceutical expenses.

## HEALTH CARE CENTER

- Fixed charges are expected to increase by 3.53% for estimated depreciation expenses from the addition of the following: call light system, bladder scanner, mattresses, air conditioners, blanket warmer, ice machine, lifts with scales, stove, refrigerator, and enclosed food carts.

**HEALTH CARE CENTER**

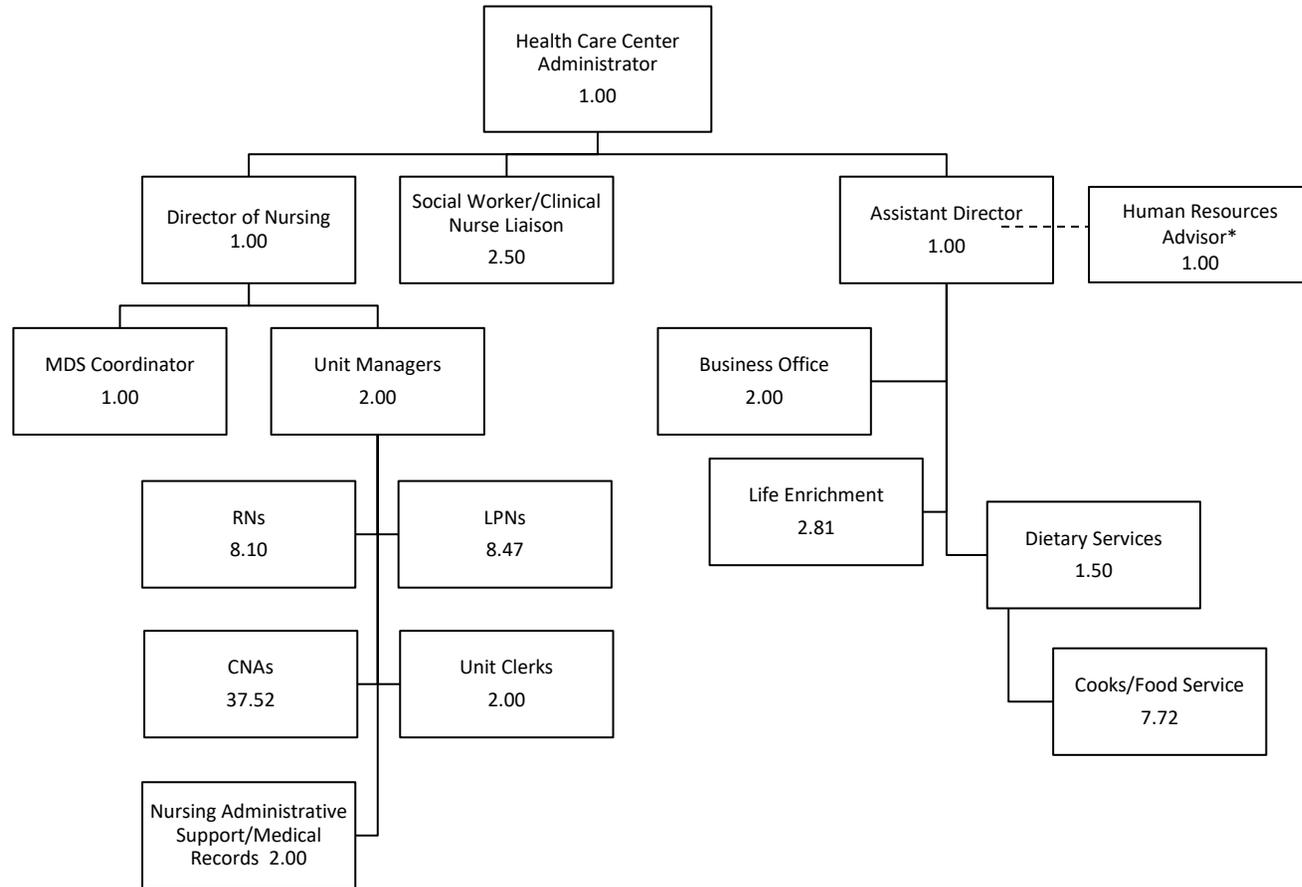
**CONTRACTED SERVICES**

| Type of Services Provided                  | Annual Cost      |
|--|------------------|
| Therapy services                           | 776,800          |
| Computer Services                          | 224,076          |
| Housekeeping services                      | 193,404          |
| Maintenance Services                       | 195,000          |
| State Assessment Fee                       | 142,800          |
| Utility Services                           | 142,460          |
| Laundry                                    | 65,000           |
| Ancillary medical services                 | 61,900           |
| Temporary Employment Services              | 62,000           |
| Consulting Services                        | 25,000           |
| Pre-Employment Testing & Background Checks | 12,000           |
| Waste Removal/Disposal                     | 11,454           |
| Professional & Audit Services              | 19,000           |
| Physician Contracts                        | 10,000           |
| Programs & Performances                    | 8,970            |
| Other Contractual Services                 | 77,513           |
| <b>Total</b>                               | <b>2,027,377</b> |

**CAPITAL OUTLAY**

| Description | Amount |
|-------------|--------|
| None        |        |

## HEALTH CARE CENTER



| <b>Position Summary (FTE)</b> | <b>2018</b>  | <b>2019</b>  | <b>2020</b>  |
|-------------------------------|--------------|--------------|--------------|
| Regular Positions             | 88.82        | 84.67        | 81.63        |
| Extra Help                    | 0.00         | 0.00         | 0.00         |
| <b>Total</b>                  | <b>88.82</b> | <b>84.67</b> | <b>81.63</b> |

\*Budget is based on hours not positions; therefore all positions are listed in the regular positions category. The total position FTE includes on-call casual hours. Human Resources personnel are part of the Human Resources Department, but associated 1.00 FTE are reported here.