



Dane County Department of Human Services Division of Adult Community Services

Director – Lynn Green
Division Administrator - Fran Genter

JOE PARISI
DANE COUNTY EXECUTIVE

TO: Chair and Members of the Personnel & Finance Committee

FROM: Lynn Green
Director

DATE: March 25, 2016

SUBJECT: Approval to Recruit for Social Worker – Intellectual/Developmental Disabilities

County Ordinance 29.52(15) requires the Personnel and Finance Committee, along with the County Executive, to approve filling positions that have been vacant for longer than six months. I am requesting approval to fill Social Worker position (#1846) in Developmental Disabilities services. This position is 100% funded by Federal/State Medicaid Waiver revenue.

What is the nature of the work or what is the essential function of the position?

This position is one of eleven social workers in the Developmental Disabilities Unit. The positions provide initial intake and assessment services for adults and ongoing case management/broker services for children and adults. The Unit serves consumers and families with especially challenging and/or exceptional needs, situations in which having a County employed case manager/broker increases the likelihood of positive outcomes.

How has this function been filled during the vacancy?

Position #1846 is one of two adult intake positions. The position became vacant in July, 2015, when the incumbent transferred to a social worker position in the Children, Youth and Families Division. Because the ADRC now performs eligibility determinations formerly handled by DD intake, the Unit wanted to study if two positions were needed going forward. The former worker's tasks were distributed to the remaining intake social worker and DD managers. Over the past 8 months, we have determined that gaps exist in essential functions. These include assisting clients to interview and hire their on-going service coordinator and facilitating intensive planning for individuals and teams wishing to reduce their dependence on the long-term care system by combining their personal resources, public funding and social connections. Additionally, the changing long-term care landscape and eventual transition to Family Care/IRIS 2.0 has created increased need for information dissemination, training and outreach to individuals, their families and service coordinators.

What will be the impact on the departments function and mission if the position remains vacant?

Continuing to hold this position vacant will prevent the DD system from providing effective service to individuals entering the adult service system and maximizing revenue. Assistance hiring a support broker is critical as the County cannot capture Medicaid revenue until a broker is identified. Other functions are essential in preparing for and transitioning to Family Care/IRIS 2.0.