MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
FINANCIAL SUB-COMMITTEE MEETING
JUNE 1, 2016
CONFERENCE ROOMS A & B, 1st FLOOR NORMAL BUILDING

Chairman Dennis Wartgow called the meeting to order at 8:45 a.m.

Members present: Kay Pluemer, John Vlach, and Dennis Wartgow

Members excused: Travis Nez

Others present: Marilyn Schreuder, Maggie Obadal, Krisan Bastil, Dr. Dahlie, and Gerald Swenson

PUBLIC COMMENTS – None

AMENDMENTS TO THE AGENDA – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. APPROVAL OF 05/18/16 FINANCE MINUTES-HEALTH & HUMAN SERVICES – **Motion (Pluemer/Vlach) to approve 05/18/16 Human Services Finance Sub-Committee minutes. Motion carried.**

2. REVIEW AND APPROVAL OF HEALTH & HUMAN SERVICES VOUCHERS

Master Voucher #4 (includes Aging, Public Health and Human Services - $126,183.74)

- May interface batch - $40,725.09. This voucher includes payment for: foster care, group care, RCC, and kinship care for children.
- May Board batch - $85,458.65. This voucher includes payment for: long term support bills, telephone bill, background checks, C&Y bills, CSP reimbursement, CSP bills, postage, training registrations, meals & meal delivery, sites rent, specialized transportation, caregiver services, volunteer mileage, family planning fiscal agent services, medical waste disposal, family planning medical services, family planning/office supplies, etc.

Motion (Pluemer/Wartgow) to approve Health & Human Services vouchers totaling $126,183.74. Motion carried.

3. ADJOURN – **Meeting adjourned at 8:52 a.m. by Chairman Dennis Wartgow.**

Respectfully submitted,

Maggie Obadal

Maggie Obadal
Fiscal & Administrative Supervisor

MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
JUNE 1, 2016
CONFERENCE ROOMS A & B, 1ST FLOOR Normal Building

Vice Chair Kay Pluemer called the meeting to order at 9:02 a.m.

ROLL CALL
Members present: Dr. Peter Dahlie, Bruce Jilka, Paula Kock, Kay Pluemer, Gerald Swenson, John Vlach, John Walasek, and Dennis Wartgow

Members excused: Travis Nez

Members absent: None

Others present: Marilyn Schreuder, Maggie Obadal, Michelle Edwards, Kathy Billek, Janine Dobson, Nick Trimner, Joanne Mabie, President of Counseling & Development Board, Kelly Schultz, Director of Counseling & Development Center, Don Yahn, Program Coordinator at Red Apple Center, Dan Bocock, and Ginny Strobl

REVIEW ANY AMENDMENTS TO THE AGENDA – None

PUBLIC COMMENTS – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. COMMUNICATION AND CORRESPONDENCE – None

2. APPROVAL OF MINUTES FROM 05/18/16 HEALTH & HUMAN SERVICES BOARD - **Motion (Walasek/Swenson) to approve 05/18/16 Health & Human Services Board. Motion carried.**

3. COUNSELING & DEVELOPMENT CENTER – JOANNE MABIE AND/OR KELLY SCHULTZ – Kelly Schultz was the main speaker.

   a. Review proposal for bulk food and home delivered meals – A six-month contract from January through June, 2016 was entered into with the Counseling & Development Center (CDC) for services related to bulk food and home delivered meals delivery. Handed out at the meeting was a proposal for providing those services for the remainder of 2016. Don Yahn, Program Coordinator at the Red Apple Center, was also present and was asked to give an overview of home delivered meals services. The Red Apple Center is a sheltered workshop for persons with developmental disabilities. Clients attending the Center along with a job coach from the Center pick up the bulk food at Phillips Café and deliver it to Kennan, Brantwood and Ogema sites and also deliver home delivered meals to individuals in the Park Falls, Phillips, and Prentice area. Approximately nine clients and six staff members provide the meal delivery services. An advantage to using Red Apple Center folks is that there are always staff and/or clients ready as back-up and a fleet of vehicles available. There is a long history of working with Human Services. Don thanked Marilyn for her help in discussions with CCCW (Community Care Connections of Wisconsin) the MCO CDC works with to garner reimbursement for this type of service provision. Federal regulations changed for supported employment and how job coaching would be reimbursed. The contract for bulk food and home delivered meals services is scheduled to end June 30, 2016. The rates charged by CDC changed to the point where this Department can no longer afford to contract with CDC for this service so Janine is looking at other service delivery options. The issue is not service provision but with the cost of continuing to contract for those services.

   b. Community Support Program (CSP) contract – This program provides services to persons with serious and persistent mental health issues. They are admitted via the functional screen process usually completed by Tracie Burkart, Social Worker with Health & Human Services. A treatment plan is developed for each client enrolled in the program. Referrals come from various sources and may include Health & Human Services, CCCW, and the community. Price County has two CSP programs which offer clients a choice of providers. Kathy Billek approves monthly invoicing and monitors the contracts throughout the year which includes conversation with provider staff. Services are billed by professional level not by service type. CDC has been encouraged to use para-professional staff but they choose not to use technicians. Instead, most services are provided by bachelor or master level prepared staff. The reason given for using the higher degreed personnel is that there is daily contact with clients which allows for symptom monitoring and an ability to assess the client's overall condition. They also provide on-call services and those service providers must be at least bachelor level as they complete assessments for possible hospitalizations. The premise or intent of the CSP program is to help prevent high cost placements. This is a rather intense population to work with and has created some turnover issues with CDC staff. The timing of contracts and payments was briefly discussed as well as crisis on-call.

   c. Future of Intensive Supervision Program (ISP) – The future of this program is up in the air. Funding for this program previously came from the Department of Transportation (DOT). In the latest biennial budget the program was transferred to the Department of Health Services (DHS) but initially the funding did not follow. Eventually, DHS came up with funding for the grant period of July 1, 2015 through June 30, 2016. This program is a pre-trial program for people with multiple OWIs. Participation is voluntary and with incentives. If the person graduates from the program their sentence and fine are reduced. A participant can opt out at any time. We've seen a very high success rate with this program. To date, seventy (70) plus clients have gone through the program and approximately 93% have continued to do well. Monthly meetings are held and participants may include the Judge, District Attorney, staff from Probation & Parole, Health & Human Services, CDC, Dottie Moffat, and law enforcement. In addition, the Judge and Tracie

Burkart review cases on a monthly basis. A team of service providers, Judge Fox, Sheriff Schmidt, and Probation and Parole staff attended Drug Court training last Fall. This will make Price County eligible to apply for a grant for a Treatment Alternative Drug Court. This would assist with continuing to fund the ISP as well as expanding the program to include alternatives of drug offenders.

Joanne Mabie, CDC Board President, mentioned their Board meetings are held at 4:30 p.m. on the fourth Tuesday of the month at the Red Apple Center if anyone is interested in attending.

Request to recess at 9:55 a.m. by John Walasek.

Returned from recess at 10:00 a.m.

4. PUBLIC HEALTH DIVISION – Nick Trimner and Michelle Edwards provided the updates.
   a. Review Animal Control contract bids – N. Trimner reviewed actions at the May 18th Health & Human Services Board (HHSB) meeting. It was decided at that meeting that Nick Trimner, Marilyn Schreuder, Michelle Edwards, and Kay Pluemer would meet with Jay Janssen to afford him the opportunity to respond to the same questions asked of the other bidder present at the May 18th HHSB meeting. The meeting with Mr. Janssen took place on May 23rd. It became obvious at this meeting that Mr. Janssen was aware of everything that happened in closed session at the May 18th HHSB meeting which resulted in the meeting with Mr. Janssen having a somewhat negative tone from the beginning. The HHSB was reminded that closed session conversations are confidential and should not be shared with community members or other Board members. A copy of the letter sent by Nick Trimner to both bidders was included in Board packets. Kay Pluemer handed out a county-by-county comparison showing animal control charges from other counties. In addition, a letter from Mr. Janssen was handed out explaining that he was unable to attend the HHSB meeting due to a personal obligation. Discussion included: needed certification, complying with statutes, protection for Price County if a bidder fails to complete the bid, legal recourse, insurance requirements, a suggestion for the County to buy a building and get it state certified then contract out for services, and if there is a back-up plan. **Motion (Vlach/Walasek) to award the Animal Control bid to Mr. Jay Janssen with a three year bid of $37,770.33 per year with notice given of requirement of a signed contract delivered to Michelle Edwards by June 30, 2016, and a failure by the bidder to sign the contract by the date may result in the withdrawal of the awarded bid, and the award offered to the next qualified bidder.** Further discussion centered around the due date in that we are on a tight timeline and that date may be too generous. Failure to sign by June 10th would allow the ability to offer the contract to the next qualified bidder. This entire Board will be notified if there is no signed contract submitted by June 10th. If this is the case, a special HHSB meeting would be held on Wednesday, June 15th to discuss further options. **Motion (Wartgow/Kock) to amend due date for signed contract from June 30, 2016 to June 10, 2016. Motion carried. A roll call vote to award the contract to Mr. Janssen was called for and the results were: Dahlie, yes; Jilka, yes; Kock, yes; Pluemer, yes; Swenson, yes; Vlach, yes; Walasek, yes; Wartgow, no. Motion carried 7-1.**

Michelle Edwards mentioned that Public Health is in the process of redoing their Strategic Planning and invited Board members to attend a meeting on June 29th from 10:00 a.m. – 3:00 p.m. in UWEX Conference Rooms A & B. Meetings will also be held in July and August with dates to be announced later. Lunch will be provided.

5. There was no need to adjourn to closed session.

6. There were no items to take action on as there was no need for a closed session.

7. FISCAL AND ADMINISTRATIVE DIVISION
   a. Budget & Financial Reports – M. Obadal reviewed reports handed out at the meeting covering payments made through April 30, 2016. These payments cover most services through March and payroll through April. There was also some discussion regarding that the majority of grant funding is earmarked for certain target groups and/or services. If there is underspending in one area it doesn't mean the unspent funds can be moved to cover overspending in another area especially if services provided are outside of the grant funding criteria.

   b. High Cost Placement Reports – M. Obadal reviewed reports handed out at the meeting showing current placements for 2016. Placements, projected costs, diversion calls and crisis bed days were reviewed. It was noted that costs and projections fluctuate throughout the year according to changes in placements.

7. DIRECTOR REPORT – M. Schreuder provided the updates.
   a. Department updates & Director Report

      i. Agency updates – None

      ii. Review and approve Non-Emergency Medical Transportation Resolution – Jean Gottwald was asked to format the sample resolution from Rusk County into Price County format. This was included in Board packets for review. **Motion (Walasek/Dahlie) to accept resolution as presented and forward to County Board. Motion carried.**

8. SET DATE & TIME FOR NEXT BOARD MEETING – The next meeting of the Health & Human Services Board is set for Wednesday, August 3, 2016 and will include the Annual Public Participation meeting. Finance Sub-Committee will start at 3:15 p.m., Health & Human Services Board at 3:30 p.m. and Public Participation at 5:00 p.m. Meetings will be held in Health & Human Services Conference Rooms A & B.

9. ADJOURN – **Motion (Vlach/Swenson) to adjourn meeting at 10:51 a.m. Motion carried.**

Respectfully Submitted,

Maggie Obadal

Maggie Obadal
Fiscal & Administrative Supervisor