

**MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
FINANCIAL SUB-COMMITTEE MEETING
SEPTEMBER 7, 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: None

Others present: Marilyn Schreuder, Maggie Obadal, Krisan Bastil, Bruce Jilka, Dr. Peter Dahlie, and Paula Kock

PUBLIC COMMENTS – None

AMENDMENTS TO THE AGENDA – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. APPROVAL OF 08/03/16 FINANCE MINUTES-HEALTH & HUMAN SERVICES – Motion (Vlach/Pluemer) to approve 08/03/16 Human Services Finance Sub-Committee minutes. Motion carried.

2. REVIEW AND APPROVAL OF HEALTH & HUMAN SERVICES VOUCHERS

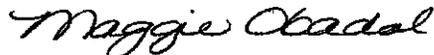
Master Voucher #6 (includes Aging, Public Health and Human Services - \$183,399.92)

- August early batch - \$39,322.19. This voucher includes payment for: telephone bills, CSP reimbursement, CSP psychiatric services, long term support bill, background checks, C&Y bills, consultation fees for ISP program & MH/AODA Coalition, advertising, 2nd quarter 2016 FS & MA incentives returned to NIMC, restitution, training reservations, meals & meal delivery, volunteer mileage, specialized transportation, nutrition site supplies, office rent, training expenses, printing of dental forms, audiometer calibration & repair, office/WIC/medical supplies, etc.
- August interface batch - \$63,609.70. This voucher includes payment for: foster care, group care, RCC, and kinship care for children.
- August Board batch - \$79,442.17. This voucher includes payment for: long term support bills, CSP reimbursement, CSP bills, C&Y bills, postage, training registrations & reservations, shelter care, Alzheimer's support group meetings, specialized transportation, site rent, caregiver services, Aging van repairs, volunteer mileage, family planning/office supplies, animal control officer, etc.
- Marshfield Labs-employments screen expenses paid for Health & Human Services by County Clerk's Office - \$19.00.
- August telephone expenses paid for Health & Human Services by County Clerk's Office - \$1,006.86.
- July mileage & expenses = \$4,514.59 (Human Services=\$3,591.19 and Health=\$923.40)

Motion (Vlach/Pluemer) to approve Health & Human Services vouchers totaling \$187,914.51. Motion carried.

3. ADJOURN – Meeting adjourned at 8:54 a.m. by Chairman Dennis Wartgow.

Respectfully submitted,



Maggie Obadal
Fiscal & Administrative Supervisor

MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 7, 2016
CONFERENCE ROOMS A & B, 1ST FLOOR Normal Building

Vice Chair Kay Pluemer called the meeting to order at 9:01 a.m.

ROLL CALL

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

Members excused: Gerald Swenson

Members absent: None

Others present: Marilyn Schreuder, Maggie Obadal, Michelle Edwards, and Nancy Rublee

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 08/03/16 HEALTH & HUMAN SERVICES BOARD & PUBLIC PARTICIPATION MEETINGS - Motion (Walasek/Vlach) to approve 08/03/16 minutes for Health & Human Services Board and Public Participation meetings. Motion carried.

3. PUBLIC HEALTH DIVISION

a. WI WINS Presentation – Nancy Rublee provided the information. She handed a packet out at the meeting that included the most recent WI WINS compliance check results, a Tobacco-Related Disparities Stat Shot report, and a copy of a driver's license/identification card to show what retailers look at in order to check dates to see if the buyer is old enough to purchase tobacco and/or alcohol products. In January, 2016, all Price County vendors that sell tobacco products were mailed a "Check their ID" sample to post at their business for reference and training purposes. Nancy explained that WI WINS is not an acronym for a program but rather a statement that Wisconsin wins when we can keep youth from using tobacco. For the last two years, there were only two illegal sales each year during the compliance check. In the most recent compliance check there were three illegal sales which resulted in three citations being issued that carried fines ranging from \$245.50 to \$331.50. Nancy also shared information in regard to how these newer tobacco products come in packaging that pulls the eye to the product, how these products are displayed by the vendors, and that these newer tobacco products are not regulated or taxed like other tobacco products making them more accessible and cheaper for youth. There was discussion that high risk groups (veterans, Native Americans, people with mental health issues) tend to smoke more often. In Oneida and Vilas County there is a movement to make houses where chronically mentally ill people reside be smoke free as much as possible. There are new national campaigns against smoking being launched. It was asked if Price County can regulate these other tobacco products in regard to taxes and/or mandatory product placement. The Corporation Counsel will be asked to review this possibility and how state statutes play into this. Overall, Nancy reminded the Board that the real focus is on keeping young people from starting to use tobacco products at all and the best avenue to achieve that is through education.

b. Animal Control Contract Updates – Michelle Edwards provided the update. Jay Janssen took over providing Animal Control services as of September 1, 2016. His kennel was not licensed for dogs prior to September 1st so if he picks up a dog he has to use a licensed facility to provide the housing until his kennel gets licensed. He is to let Michelle know what facility will be providing this service for him but she has not yet heard back from him in this regard. We're trying to avoid a crisis with an animal pick up. In Price County, only Catkins in Park Falls holds an animal control license for housing dogs and that license runs out at the end of September. Several options were offered to Jay but Michelle is not aware of who he has contacted. Communication seems to be an issue here and Michelle will follow-up with an email to Jay. Housing costs for dogs will be Jay's responsibility until his kennel is licensed. He has a plan to get his kennel updated and once all updates are made it will be re-inspected. He will receive one-twelfth of his contract each month because he is not in violation of his contract. The goal is to help him make this work. Other discussion centered on forming a committee to look at the future of animal control and review numbers for the year to see how many animals were picked up, where they were picked up and the outcome. The Health & Human Services Board has the authority to appoint such a committee. It was decided that this Board should look at some animal control numbers prior to establishing a committee to look at how animal control might look in the future. If an animal control committee is formed it would be a sub-committee to the Health & Human Services Board.

4. CHILDREN & YOUTH DIVISION

- a. Resolution in Support of Increased Funding in the Children & Family Aids Allocation – Marilyn provided the update. A copy of the resolution was included in Board packets. Wisconsin County Human Service Association (WCHSA) is seeking help to support the Department of Children and Families to secure more funding for child welfare services. There has been no increase since 2009 but demands on staff have increased with more children in out-of-home placements. Price County numbers are higher and cases are more difficult. **Motion (Vlach/Dahlie) to approve resolution as presented and forward to County Board.** We are noticing more

issues with use of opioids and heroin in some of these families but there are also issues with addiction to legal drugs. Single parent households are seen more often with little to no support from other family members. Other factors could be that families are more complex, mental health issues, use of alcohol or drugs, more families are in poverty, and more have housing issues. In 2015, we had 13 petitions by the end of the year. At the end of August, 2016 we're at 26. So far in 2016 we have had 37 children in out-of-home placements. **Motion carried.**

5. DISABILITIES & PROTECTIVE SERVICES DIVISION

- a. Approval of increased hours for ADRC Information and Referral Specialist Position – Marilyn provided the information. In late 2014, this Board approved the creation of a part-time (20 hours per week or 50% FTE) Information & Referral Specialist position to help with duties in the ADRC. The resolution stated that if there were ADRC funds available this position could be increased accordingly with a recommendation from the Director of Health & Human Services. The request is to increase this position from 50% or 20 hours per week to 80% or 32 hours per week effective September 11th. It was noted that should funding availability lessen the hours for this position would be reduced. **Motion (Jilka/Walasek) to approve the recommendation as presented and forward to the Administration Committee for approval. Motion carried.**

6. FISCAL AND ADMINISTRATIVE DIVISION

- a. Budget & Financial Reports – M. Obadal reviewed reports included in Board packets. They were reflective of payments made through July 31st or for most services provided through June, 2016. It was noted that a rather large bill had recently been received and processed for payment for services provided in March, 2016. High cost placements continue to have a big impact on the budget.
- b. High Cost Placement Reports – M. Obadal reviewed reports included in Board packets showing placements through July, 2016. Again in July, there were many placement changes for both Children & Youth and the Disabilities & Protective Services Units which affect the budget especially if the placements are long term.
- c. 2017 Budget – There was no new information to provide as we are waiting to get more information on health insurance and the results of the wage study. We are just starting to get information on 2017 funding allocations. It is anticipated that a budget will be presented at the October meeting for approval.

7. DIRECTOR REPORT – M. Schreuder provided the updates.

- a. Department updates & Director Report

i. Agency Updates

Agency wide Trauma Informed Care (TIC) training took place on August 29th and 30th will all staff participating. We will be moving ahead with the next phase of becoming a TIC agency.

Mental health crisis on-call is being provided by the social workers in the Disabilities & Protective Services (DPS) Unit. They started this on August 9th after Counseling & Development Center ended that portion of their contract with Health & Human Services. The Mental Health Crisis Line is the first point of contact which is working well. If staff there determines a face-to-face meeting needs to occur to handle a situation the on-call social worker is contacted to meet with the client in need of services.

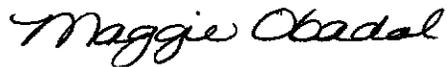
RFPs (Request for Proposal) were sent out seeking a provider for mental health and AODA services. Four proposals were received back and formal proposals are due September 21st. Nick Trimner will assist Marilyn and Kathy Billek to conduct interviews with the potential providers. It is hoped that an announcement of a new provider will happen at the October Health & Human Services Board meeting.

Interviews to fill the vacant ES Worker position are scheduled for Thursday, September 8th. Doreen Lang, Northern Income Maintenance Consortium Manager, will assist with the interview process. Forty applications were received. Five candidates were selected to be interviewed and were tested by Jenny Voda in Human Resources. After the testing process, one person declined the interview so four applicants will be interviewed.

A resignation letter was submitted to Janine Dobson, Senior Services Unit Manager, by Teresa Rick who is the Kennan Nutrition Site Manager. The letter states her last day will be Friday, September 9th. She is in school and it's getting to be too much to handle with schoolwork and working. Paperwork to refill this position is in process and will be advertised for shortly. In the interim, Senior Services staff and/or substitute site managers will run the site.

- ii. Recruitment for At-Large Member – Nurse for HHS Board – Paula Kock informed Marilyn that she will be moving out of county at the end of October and therefore, will have to give up her at-large position on the Health & Human Services Board. She will continue to work in Price County. Marilyn will have Corporation Counsel check residency requirements for membership on this Board. If you must be a resident of the county we will then advertise for someone to fill the at-large nurse vacancy on this Board.
8. SET DATE & TIME FOR NEXT BOARD MEETING – The next meeting of the Health & Human Services Board is set for Wednesday, October 5, 2016. Finance Sub-Committee will start at 8:45 a.m. and Health & Human Services Board at 9:00 a.m. Meetings will be held in Health & Human Services Conference Rooms A & B.
9. ADJOURN – Meeting adjourned at 10:30 a.m. by Vice Chair Pluemer.

Respectfully Submitted,



Maggie Obadal
Fiscal & Administrative Supervisor