

**MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
FINANCIAL SUB-COMMITTEE MEETING
JANUARY 10, 2018
CONFERENCE ROOMS A & B, 1st FLOOR NORMAL BUILDING**

Chair Dennis Wartgow called the meeting to order at 8:47 a.m.

Members present: James Adolph, John Vlach, and Dennis Wartgow

Members absent: None

Members excused: Kay Pluemer

Others present: Marilyn Schreuder, Maggie Obadal, Krisan Bastil, Bruce Jilka, and Gerald Swenson

PUBLIC COMMENTS – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. APPROVAL OF 11/01/17 FINANCE MINUTES-HEALTH & HUMAN SERVICES – Motion (Adolph/Vlach) to approve 11/01/17 Human Services Finance Sub-Committee minutes. Motion carried.

2. REVIEW AND APPROVAL OF HEALTH & HUMAN SERVICES VOUCHERS

Master Vouchers #11 & 12 (includes Aging, Public Health and Human Services - \$383,571.33)

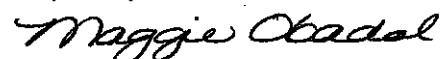
- November early batch - \$30,370.05. This voucher includes payment for: CSP reimbursement, DPS bills, training registration, Caregiver Conference expenses, specialized transportation, annual local share of BART operations, family planning/dental supplies, etc.
- November interface batch - \$62,913.10. This voucher includes payment for: foster care, group care, RCC, secure detention, and kinship care for children.
- November Board batch - \$90,002.84. This voucher includes payment for: DPS bills, CSP reimbursement, CSP bills, CSP psychiatric services, crisis program charges, consultation fees for ISP program & MH/AODA Coalition, C&Y bills, telephone bill, postage, meals & meal delivery, site rent, volunteer mileage, advertising, expenses for Caregiver Conference, office rent, animal control officer, newspaper subscription, lab fees, family planning/medical/dental/WIC/office supplies, travel/training expenses, etc.
- November late batch – \$26,384.31. This voucher includes payment for: DPS bills, C&Y bills, drug test kits, annual DHS 34 certification fee, GR burial, Alzheimer's support group meeting, volunteer mileage, medical waste disposal vaccines, PH/Bio-T/dental/office supplies, etc.
- December interface batch – \$59,674.87. This voucher includes payment for: foster care, group care, RCC, secure detention, shelter care and kinship care for children.
- December early batch – \$65,917.01. This voucher includes payment for: CSP reimbursement, consultation fees for ISP program & MH/AODA Coalition, CSP psychiatric services, C&Y bills, restitution, DPS bills, telephone bills, postage, training reservations, dishwasher for nutrition site, meals & meal delivery, volunteer mileage, Alzheimer's support group meeting, site rent, meals, site supplies, animal control officer, family planning/medical/dental/WIC/office supplies, lab fees, advertising, dental hygiene services, training expenses, etc.
- December late batch – \$43,723.76. This voucher includes payment for: DPS bills, CSP reimbursement, CSP bills, crisis program charges, background checks, windshield repair for Aging van, expenses for Caregiver Conference, volunteer mileage, medical waste disposal, dental hygiene services, family planning/dental supplies, rabies test, etc.
- Telephone expenses paid for Health & Human Services by County Clerk's Office - \$1,871.43.
- Employment related expenses paid for Health & Human Services by County Clerk's Office - \$2,447.05.
- Dog license tags paid for Health & Human Services by County Clerk's Office - \$266.91.

- October mileage & expenses = \$6,393.19 (Human Services=\$5,022.50 and Health=\$1,370.69).
- November mileage & expenses = \$5,583.97 (Human Services=\$4,596.65 and Health=\$987.32).

Motion (Vlach/Adolph) to approve Health & Human Services vouchers totaling \$395,548.49. Motion carried.

3. ADJOURN – Meeting adjourned at 8:59 a.m. by Chair Dennis Wartgow.

Respectfully submitted,



Maggie Obadal
Fiscal & Administrative Supervisor

**MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
JANUARY 10, 2018
CONFERENCE ROOMS A & B, 1ST FLOOR Normal Building**

Vice Chair James Adolph called the meeting to order at 9:02 a.m.

ROLL CALL

Members present: James Adolph, Bruce Jilka, Suzanne Ocker, Gerald Swenson, John Vlach, and Dennis Wartgow

Members excused: Dr. Peter Dahlie and Kay Pluemer

Members absent: None

Others present: Marilyn Schreuder, Maggie Obadal, Michelle Edwards, Nick Trimner, Janine Dobson, Nancy Kalander, and Pat Daoust from BART

PUBLIC COMMENTS – None

Public Hearing on 2018 Specialized Transportation Assistance Program for Counties (s85.21; Wisconsin Statutes) declared open at 9:05 a.m. Janine Dobson reviewed the 2018 85.21 Plan that was included in Board packets. Pat Daoust gave updates on current services offered in the Park Falls area, possible expansion to that service, and the anticipated start-up in Phillips. It was also noted the ridership numbers doubled in a year's time from 250 per month to approximately 500+ per month. The Flambeau Hospital Foundation was also mentioned for making the donation of the bus which allowed the start-up in Park Falls. Hearing declared closed at 9:16 a.m.

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

The order of the agenda was slightly altered to allow the vote on the 85.21 Plan to be completed so people in attendance for the Public Hearing did not need to stay for the rest of the Board meeting.

1. **SENIOR SERVICES DIVISION**

- a. Approve 85.21 Price County Transportation Plan for 2018 – **Motion (Wartgow/Swenson) to approve plan as presented. Motion carried.**

2. **COMMUNICATION AND CORRESPONDENCE** – None

3. **APPROVAL OF MINUTES FROM 11/01/17 HEALTH & HUMAN SERVICES BOARD MEETING** – **Motion (Jilka/Wartgow) to approve 11/01/17 minutes for Health & Human Services Board meeting. Motion carried.**

4. **PUBLIC HEALTH DIVISION**

- a. Public Health 140 Review – Michelle Edwards provided the update. The 140 Review was held in December, 2017 and is usually held every five (5) years. In order to reduce the state workload, we opted to have our review completed two years early. There was approximately one month to get paperwork together and uploaded to the Regional Office. Four regional staff discussed where we did well and any areas of concern. There was one area for improvement and that is to list the various places the Public Health Nurses are providing services. Our Annual Report was a document used for the review and a recommended change would be to state the services Public Health Nurses are providing and where. It was noted that we are doing more than what is required. The tool used for the review is available if anyone is interested in reviewing it. Our next review will be in five (5) years. Angela Nimsgern, Regional Director, Rhinelander/Northern Region-Division of Public Health, will be coming to a future Health & Human Services Board meeting to present a certificate showing that Price County meets the requirements to remain a Level 2 Public Health agency and answer questions.

- b. Quarterly Report - Michelle Edwards provided the update. Reports were included in Board packets. Information was included to show where Public Health holds flu clinics and includes community sites, businesses, schools and the Public Health office. The number of vaccines given at each site was also shown. The flu vaccine given this flu season is reported to be about 30% effective but it's still recommended to get one. There have been many influenza admissions at the hospitals. An air quality complaint was in the report and Michelle indicated it was mold in a rental unit.

5. **CHILDREN & YOUTH DIVISION**

- a. Speaker's Task Force on Foster Care Report – Marilyn provided the update. An Assembly Speaker's Task Force on Foster Care has been formed. One of the members, Representative Beth Meyers, held a listening session in Park Falls in October, 2017. Some Health & Human Services staff participated. Bills in the works related to foster care include funding for prevention services and protecting agencies based on workload size per staff member. Workloads continue to increase but no money is available to hire additional staff to make workloads manageable. Some staff leave due to stress on the job. Out of home care placements create more workload and staff finds it difficult to be effective as a social worker. Having to deal with multiple parents, grandparents and people who have mental health or substance abuse issues is a real challenge. We currently have seven social workers in the Children & Youth Unit and the average caseload is 15-16 families. Another challenge is we don't have enough foster homes available so that multiple children from one family who end up in foster care are not able to stay together while in the out of home placement. Updates on this topic will continue.

6. DISABILITY & PROTECTIVE SERVICES DIVISION

a. Comprehensive Community Services (CCS) updates – Marilyn provided the update. The application for the regional model that would include Taylor County, Iron County, Sawyer County and Price County was approved. We are certified as of January 1, 2018. The Bureau of Quality Assurance did a site visit in Taylor County who is the fiscal agent for this group. We are moving ahead with staff and provider training in order to get people enrolled in the program. Taylor County staff will be providing training to Health & Human Services and New Horizons North staff. The CCS program allows for more services to a wider age group of people including children and persons with substance abuse issues. Costs for CCS services can be billed to Medical Assistance and there are many rules and regulations to comply with but costs should be entirely covered. We are mandated to provide services for people with mental health or substance abuse issues. Restructuring will need to be done in order to get the most clients enrolled and get reimbursement for those services. Requests will continue to come to this Board over the next couple meetings.

7. FISCAL AND ADMINISTRATIVE DIVISION

a. Budget & Financial Reports – Maggie Obadal reviewed the financial report handed out at the Board meeting. She noted the deadlines for final 2017 reports have changed. Past practice was reports were due by the end of March for the prior year. In 2018, that date changes to February 14th. This is a federal mandate passed onto the state which then passes it onto the counties. Notices have been going out with vendor payments asking for 2017 invoices to be turned in earlier than usual. This change was discussed with the auditors and how we would be handling 2017 bills and revenue received after the February 14th deadline.

b. High Cost Placement Reports – Maggie Obadal reviewed reports included in Board packets.

c. HHS Board member recruitment – Marilyn provided the update. An ad has been in the newspaper. The information was also sent to the chairs of the Democratic and Republican parties. The last day to submit an application is Monday, January 22nd. Applicants should be someone who has received services, is receiving services or has a family member who receives or received services provided by this Department. The goal is to have someone from the northern part of Price County so that there is a representative from all areas of the County. Michelle Edwards indicated during the 140 Administrative Review the composition of the Health & Human Services Board is reviewed.

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

a. Department updates & Director Report

i. Agency updates – Marilyn noted that we are looking at requesting a reclassification for Economic Support Workers. Marilyn and Nick have had numerous discussions and Marilyn has also had conversation with Kay Pluemer, Chair of this Board. According to the County Personnel Manual, a request from Marilyn is sent to Nick. Nick forwards it to the Administration Committee for consideration. Marilyn wanted the HHS Board to be aware of her request so that if any Health & Human Services Board (HHSB) members are on the Administration Committee or if the request makes it to the County Board they would be aware of how this request was initiated. The items will appear on the January 11th Administration Committee meeting agenda.

ii. Personnel updates

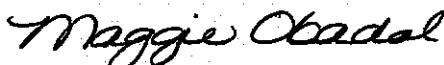
1. Retirement/resignation/recruitment/new hires - Kim Kring retired and his last day was Friday, December 15th. His replacement, Sarah Eckert, started on January 3rd. Tom Eckels handed in his resignation with an effective date of Friday, January 12th. He is taking a position with Sauk County which is much closer to home for him. Both resignation letters had high praise for Sarah Socha. Recruitment has started for Tom's position. Nick Trimner indicated this time around recruitment is being done in a more extensive area which includes an online push, a new network being utilized and more newspapers. Four applications were received for Kim's position. Social Workers are in high demand right now. Lisa Neidlein is scheduled to start on Tuesday, January 16th as a Health & Human Services Assistant and her main job duties will be the receptionist on the Human Services floor.

2. Creation of new position to support CCS/Behavioral Health Services – Marilyn indicated that a new position will be created according to County procedures. This person will be a Price County employee and work with Price County residents. Updates will continue to be brought to this Board.

9. SET DATE & TIME FOR NEXT BOARD MEETING – Marilyn reported that Kay Pluemer has requested that the February HHS Board meeting be scheduled for the 14th rather than the 7th as she is out of town until February 12th. After discussion, the board decided to have the next meeting of the Health & Human Services Board on Wednesday, February 7, 2018. Finance Sub-Committee will start at 8:45 a.m. and the Health & Human Services Board at 9:00 a.m. The meetings will be held in Health & Human Services Conference Rooms A & B.

10. ADJOURN – Meeting adjourned at 10:26 a.m. by Vice Chair James Adolph.

Respectfully Submitted,



Maggie Obadal
Fiscal & Administrative Supervisor