

**MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
MAY 2, 2018
CONFERENCE ROOMS A & B, 1ST FLOOR Normal Building**

Vice Chair James Adolph called the meeting to order at 9:00 a.m.

ROLL CALL

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

Members excused: None

Members absent: None

Others present: Marilyn Schreuder, Maggie Obadal, Michelle Edwards, Nick Trimner, Nancy Rublee, and Angela Nimsgern

ELECTION OF CHAIR, VICE CHAIR AND MEMBER FOR FINANCE SUB-COMMITTEE – Vice Chair Adolph called for nominations for Chair. Dennis Wartgow nominated Bruce Jilka. Vice Chair Adolph called three more times for nominations. There being no other nominations, a motion (Wartgow/Adolph) was made to close nominations and cast a unanimous ballot for Bruce Jilka as Chair of the Health & Human Services Board. Motion carried.

Chair Jilka took over the meeting and called for nominations for Vice Chair. Dennis Wartgow nominated James Adolph for Vice Chair. Chair Jilka called three more times for nominations. There being no other nominations, a motion (Wartgow/Swenson) was made to close nominations and cast a unanimous ballot for James Adolph as Vice Chair of the Health & Human Services Board. Motion carried.

Member for Finance Sub-Committee – No nominations were necessary because Chair Jilka becomes an automatic member of the Finance Sub-Committee and will join James Adolph, Dennis Wartgow and alternate John Vlach on that Committee.

INTRODUCTION OF NEW HIRES – Two new Social Workers in the C&Y Unit were introduced. Sarah Eckert started in early January, 2018. She was a student intern here in 2017 so it was a smooth transition. Juanita Surman started in mid-March, 2018. She is back in this Department for the third time as a Social Worker. Lisa Neidlein, who started in January, 2018, was also introduced. She is a new Health & Human Services Assistant and her primary duties are that of receptionist. The Board and Nick did introductions and welcomed the new employees.

PUBLIC COMMENTS – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

COMMUNICATION AND CORRESPONDENCE – None

1. **APPROVAL OF MINUTES FROM 01/10/18 HEALTH & HUMAN SERVICES BOARD MEETING** – Motion (Adolph/Vlach) to approve 01/10/18 minutes for Health & Human Services Board meeting. Motion carried.

2. **PUBLIC HEALTH DIVISION**

a. Quarterly Report – Michelle Edwards provided the update and reviewed the reports included in Board packets. She noted in the Animal Control section the months listed should be January, February and March not September, October and November. County Health Rankings were released and <http://www.countyhealthrankings.org/> is the link where you can learn more about the rankings. Hepatitis C testing is being done in the jail on a voluntary basis and inmates must sign up for the testing. We received Communicable Disease funding for new projects. We're using it to go into higher risk settings and educate people how to curb the spread of the disease, how bad the disease can be and make recommendations for follow-up. The project is going well. An additional document handed out at the Board meeting was the latest edition of the "Public Health Update". This is new, published monthly and being sent to partners giving them an idea of what's going on in Price County. Partners include clinics, hospitals, nursing homes, etc. and those entities are asked to share it also. It will also be shared with the members of the Health & Human Services Board as well. The other reports included in the packets recapped the first three months of 2018 for communicable disease and vaccinations.

Dennis Wartgow mentioned that the City of Park Falls is looking at passing an ordinance to allow chickens within the city limits. It was thought that the paperwork included a provision for Public Health to do an inspection to get an annual permit and Michelle was asked if she knew about this requirement. Michelle said there had been no contact regarding this. Discussion included guidance on healthy egg collection, coops, feed attracting rodents that carry diseases such as e coli and salmonella which could affect the eggs. It was noted that the current Animal Control Officer might be a good resource as he is a chicken judge at the fair.

b. Public Health 140 Review – Presentation of certificate to Public Health as a Level II Public Health Agency – Angela Nimsgern, Regional Director, Rhinelander/Northern Region-Division of Public Health – Michelle Edwards introduced Angela. Angela works out of the Rhinelander Office and provides technical assistance and compliance for 15 northern counties and 6 tribes. She noted that state statutes and administrative rule govern health departments and from there are deemed level I, II or III. To be determined a Level II Public Health Agency you must provide or arrange for all six basic public health services to the community

and at least seven additional programs or services that address at least five health priorities in the current state health plan. The additional programs are elective and selected locally based on community need and support. Towards the end of 2017 many documents were provided for review to make sure there was compliance with the state statutes and administrative rule. In December, 2017 Regional staff completed a desk review where additional questions were asked and answered in addition to hearing evidence about the seven additional programs or services that must be provided to remain a Level II Public Health Agency. Price County was deemed compliant as a Level I agency and met the seven additional programs/services requirement to qualify as a Level II agency. As a Level II agency there is some additional funding. Price County stood out in several areas which included but not limited to good collaboration with the hospital and other providers, good communication, good internal operations, the communicable disease program was recognized, and keeping track of staff credentials. Specific programs such as Seal-A-Smile and the reproductive health programs are models for the state and good examples for other small agencies. Angela presented a certificate showing Price County is a Level II Public Health Agency and the certification is in force for five (5) years. The 140 Administrative Rules are being reviewed at this time so the next review may look a little different.

- c. Nancy Rublee, Public Health Dental Hygienist – Presentation on Juul smoking device – Nancy handed out additional paperwork at the meeting. The Juul smoking device is the latest e-cigarette on the market and has taken over 50% of the e-cigarette market. A Juul resembles a flash drive for a computer and is charged on a USB port. Kids are taking these to school without much concern for being caught because they look like something for a computer. Pods that contain the nicotine fit into the device and come in a variety of flavors with fruit medley, mango and cool mint being the favorites. Each pod contains more nicotine than a pack of cigarettes. There is no aerosol emitted when being used so kids can use them at school without getting caught. The pods contain approximately 44 mg of nicotine and nicotine can be life threatening at 60 mg. Some kids end up with bad stomach aches, etc. which is a sign of nicotine poisoning. If a toddler were to ingest one of these pods it could kill them. The FDA is stepping in to get samples of JUUL. Big tobacco is putting lots of money into it. It was noted that 38% of 12-17 year olds recognize a JUUL device. Nine of ten kids said if there was no flavor they wouldn't use them. They can be bought through retailers. A meeting was held with Senator Bewley regarding this issue. Most youth and adults feel this device is less harmful than other e-cigarettes because of the way it looks. With the push to quit smoking big tobacco continues to come up with new products. 17% of people using this product go onto smoking due to being addicted to nicotine. The average price for a JUUL with a recharger and pods is around \$53.00. The local Kwik Trip was selling them at a promotional price of \$13.00.

3. ANNOUNCEMENT AND MOTION (Wartgow/Dahlie) TO ADJOURN INTO CLOSED SESSION @ 9:40 a.m. in accordance with the exemptions contained in Wisconsin Statutes section 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved for the purpose of:

- a. Community Support Center of Price County et al vs. Price County, A Wisconsin Municipal Corporation et al

Roll call – Adolph, aye; Dahlie, aye; Jilka, aye; Ocker, aye; Swenson, aye; Vlach, aye; and, Wartgow, aye. Motion carried.

Leanna Samardich, Corporation Counsel, joined the meeting.

Motion (Wartgow/Swenson) to reconvene to open session at 9:50 a.m.

Roll call – Adolph, aye; Dahlie, aye; Jilka, aye; Ocker, aye; Swenson, aye; Vlach, aye; and, Wartgow, aye. Motion carried.

4. Take action, as needed, on closed session item. No action was needed as the closed session was informational only.

5. CHILDREN & YOUTH DIVISION – Marilyn provided the update.

- a. Update on Foster Care bills – In the Board packets was a handout that reflected work of the Foster Care Task Force group which included Beth Meyers. Accomplishments include more funding for prevention services, more support for foster parents, family drug treatment courts, foster home licensing transfers between agencies made easier, TPR (termination of parental rights) process easier, recording transfers easier, and, sharing of medical information made easier, etc. Thirteen recommendations were made and eleven of the recommendations were turned into laws. The two recommendations that did not go forward were no tuition for kids aging out of foster care that are going onto higher education and standardizing caseload numbers.

Independent Living services are available for children in out-of-home care for those that want to be involved in the program. Some of the children will call back after a year or so being out of care just to reconnect with their previous social worker. Children remain in placement until they turn 18 and can remain in care until they graduate. Court orders can restrict them leaving care until conditions of the court order are met.

- b. Update on Lincoln Hills – A statewide informational meeting will be held on May 3rd hosted by WCA. Legislation was passed regarding Lincoln Hills (boys' facility) and Copper Hills (girls' facility) due to concerns about treatment and general running of the facilities. These facilities are scheduled to be closed by 2021. There is no local facility for corrections. The state is recommending that 5 regions be formed across the state and that correctional facilities will be developed in each region. At least one of the regions has to be North of Highway 29. Current Residential Care Facilities (RCC's) may be interested in becoming a Secured Residential Care Center for Children and Youth (SRCC's). A committee is being formed to look at shifting costs for care, how to pay for these facilities and will come back with recommendations. Price County has not had a youth placed in corrections since the late 1990's. More information will be shared as it becomes available.

6. DISABILITY & PROTECTIVE SERVICES DIVISION

a. Comprehensive Community Services (CCS) updates – Marilyn provided the update.

We continue to move forward toward enrolling clients. We have pending referrals. There is a tremendous amount of work for this highly regulated program. Updates will continue.

b. Review applications for ADRC Governing Board position and make recommendation to County Board – Three applications were received after an ad ran in the newspaper. Price County is part of a five county region which also includes Ashland, Bayfield, Iron and Sawyer Counties. Each county has a County Board representative and an at-large member. They can serve two 3-year terms, come off for one year and go back on. This Board makes a recommendation to the County Board. All three applicants met the qualifications. No interviews were held. The applications were reviewed and discussed. **Motion (Wartgow/Dahlie) to recommend Kathryn Shimkets to the County Board as an at-large representative on the ADRC Governing Board. Motion carried.**

c. Appoint member to the Woodland Enhanced Health Services Commission – Marilyn reminded the Board that this Commission is a legal way for counties to come together to provide services to people with dementia who are protectively placed and in need of specialized services to stabilize them. There was a \$5,000.00 up front membership fee and the County Board passed a resolution allowing us to join the Commission. As a member of this Commission, the daily fee for services is reduced from \$140.00/day to \$70.00/day. We average three to four placements per year and that average is expected to increase with our aging population. Kay Pluemer was the Price County representative and therefore, we need a replacement for her. **Motion (Wartgow/Adolph) to recommend to the County Board Bruce Jilka to be the Price County representative on the Woodland Enhanced Health Services Commission. Motion carried.**

7. SENIOR SERVICES DIVISION – Marilyn provided the updates.

a. Appoint nomination for Council on Aging Advisory Committee Member – Terry Wasti and Marilee Lealos – The Council on Aging Advisory Committee is recommending to this Board that Terry Wasti be approved for a second term and Marilee Lealos be approved to be on the Committee filling the spot vacated by Janis Mueller who has served two terms. **Motion (Wartgow/Swenson) to forward recommendations to the County Board. Motion carried.**

b. TCC update – a public hearing was held in March at the County Board room and approximately twenty people attended.

c. BART bus update – The Phillips route can't get started because not enough drivers could be hired. One is ready to go but at least two are needed to get started. A couple promising applicants have come in earlier this week and Pat Daoust from BART will be coming here to conduct interviews. Once the Phillips route is up and running the service between Park Falls and Phillips will start as well as Saturday hours. There was some discussion about how the drivers are paid when they're on call but not on a run. It was also mentioned that drivers are subject to random drug and/or alcohol testing, must be patient and have ability to secure wheelchairs. Drivers wear BART uniforms. The Park Falls route continues to do well.

d. Recommendation of HHS Board Supervisor to serve on COA Advisory Council – John Vlach was the HHS Board Supervisor representative on the COA Advisory Council and his term ended. John indicated he was willing to continue in that role. **Motion (Wartgow/Adolph) to forward recommendation to the County Board. Motion carried.** John completed Travis Nez term and can serve two 3-year terms.

8. FISCAL AND ADMINISTRATIVE DIVISION

a. Budget & Financial Reports – Maggie Obadal reviewed the financial reports included in Board packets that covered January through March, 2018.

b. High Cost Placement Reports – Maggie Obadal reviewed reports included in Board packets. She pointed out that offsetting revenues have been added to the last page of the report to show net costs and how the net costs look vs. the budget. A quarterly report on C&Y high cost placements was also handed out which shows that there were 46 children in placement in 2017 and as of March, 2018 we have had 41 children in placement in 2018. High cost placement reports for the Disability & Protective Services Unit will also have offsetting revenues added to it and a quarterly report similar to the C&Y report will be compiled and presented at future meetings.

c. Review application for Health & Human Services Board At-Large member – Marilyn provided the information. In November, 2017 John Walasek decided not to continue as an at-large member on this Board so we advertised for the position. One application was received in January, 2018. Applicants are qualified if they show an interest in Health & Human Services and are an individual who received services personally or have a family member who has received services from Health & Human Services. It wasn't clear if the applicant met the receipt of services qualification. Options we have are to move forward with a recommendation of this person for this Board, interview the person, or recruit again. It was suggested that the person be contacted regarding services received by the applicant or a family member so Nick Trimner said he could make contact with the applicant. **Motion (Vlach/Wartgow) to contact the applicant to see if he can demonstrate services received by him or a family member at any facility. Motion carried.**

d. HHS Board member recruitment – See above.

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

a. Department updates & Director Report

i. Agency updates – The Department is busy with referrals up throughout. A positive in all of this is that we have very dedicated employees.

The carpet in Conference Room D, the ADRC Waiting Room and Leanna's office has been removed. The wooden floors underneath the carpet have been sanded, finished and will remain.

New employees were introduced at the beginning of the meeting.

ii. Personnel updates

1. Retirement, recruitment, new Site Manager – Kristen Hartmann has been hired as the new Kennan Nutrition Site Manager. She started in early April. Attendance at the Kennan Site has increased. Ted Harvey has been hired as a Substitute Site Manager and will float between the Kennan and Phillips Sites. There was minimal discussion as to whether there has been any discussion with the Prentice Baptist Church becoming a nutrition site for Prentice.

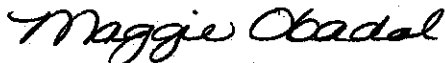
Marilyn informed the Board that Maggie Obadal submitted a letter of retirement with her last day being Friday, October 5, 2018. Paperwork is in process to get the position replaced and start recruitment. Internal candidates will have an opportunity to apply. It is hoped that there would be some overlap before Maggie leaves.

2. Creation of new position to support CCS/Behavioral Health Services – Marilyn indicated that this will be an agenda item for the Administration Committee. Paperwork was sent to Nick on how to fund the position and potential restructuring. This will be a three phase process utilizing current staff and hiring one new position to support implementing CCS. A resolution will be brought to the County Board at some point.

10. SET DATE & TIME FOR NEXT BOARD MEETING – Maggie asked if the Board would consider moving the meeting times for the June 6th meeting to the afternoon to accommodate state sponsored WIMCR training to be held in Phillips that morning which she plans to attend. They agreed so the Finance Sub-Committee meeting will start at 1:15 p.m. and the Board meeting will start at 1:30 p.m. The meetings will be held in Health & Human Services Conference Rooms A & B.

11. ADJOURN – Meeting adjourned at 10:50 a.m. by Chair Bruce Jilka.

Respectfully Submitted,



Maggie Obadal
Fiscal & Administrative Supervisor

MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
FINANCIAL SUB-COMMITTEE MEETING
MAY 2, 2018
CONFERENCE ROOMS A & B, 1st FLOOR NORMAL BUILDING

Chair Dennis Wartgow called the meeting to order at 10:58 a.m.

Members present: James Adolph, Bruce Jilka, and Dennis Wartgow

Members absent: None

Members excused: None

Others present: Marilyn Schreuder, Maggie Obadal, and Krisan Bastil

Election of Officers (Chair and Vice Chair) – Chair Wartgow called for nominations for Chair. Bruce Jilka nominated Dennis Wartgow. Chair Wartgow called three more times for nominations. There being no other nominations, a motion (Jilka/Adolph) to close nominations and cast a unanimous ballot for Dennis Wartgow as Health & Human Services Finance Sub-Committee Chair. Motion Carried.

Chair Wartgow called for nominations for Vice Chair. Bruce Jilka nominated James Adolph. Chair Wartgow called three more times for nominations. There being no other nominations, a motion (Jilka/Adolph) to close nominations and cast a unanimous ballot for James Adolph as Health & Human Services Finance Sub-Committee Vice Chair. Motion carried.

PUBLIC COMMENTS – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. APPROVAL OF 01/10/18 FINANCE MINUTES-HEALTH & HUMAN SERVICES – **Motion (Adolph/Wartgow) to approve 01/10/18 Human Services Finance Sub-Committee minutes. Motion carried.**

2. REVIEW AND APPROVAL OF HEALTH & HUMAN SERVICES VOUCHERS

Master Vouchers #1, #2, #3, and #4 (includes Aging, Public Health and Human Services - \$840,822.70)

- Period 13, 2017 early batch - \$140,118.27. This voucher includes payment for: DPS bills, CSP reimbursement, psychiatric services, crisis program services, telephone bills, C&Y bills, consultation fees for ISP program & MH/AODA Coalition, training registration, second half of 2017 Family Care contribution, items/supplies for Safe & Stable & CST programs, postage, background checks, meals & meal delivery, nutrition site supplies, Alzheimer's support group meeting, volunteer mileage, immunizations, membership dues/subscriptions, animal control officer, dental/immunization/family planning/office supplies, etc.
- Period 13, 2017 interface batch - \$61,075.25. This voucher includes payment for: foster care, group care, RCC, secure detention, and kinship care for children.
- Period 13, 2017 late batch - \$66,224.34. This voucher includes payment for: CSP reimbursement, CSP bills, DPS bills, C&Y bills, restitution, advertising, site rent, consulting services, HIV/medical supplies, etc.
- Period 14, 2017 early batch – \$1,558.40. This voucher includes payment for: DPS bills, caregiver services.
- Period 14, 2017 batch – \$727.65. This voucher includes payment for: supplies for Safe & Stable and Alzheimer's programs, client reimbursement for services paid by insurance.
- Period 15, 2017 early batch – \$3,263.76. This voucher includes payment for: DPS bills, 4th quarter 2017 FS & MA incentives returned to NIMC.
- January 2018 early batch – \$12,197.92. This voucher includes payment for: training registrations, training partnership dues, Nightingale Notes subscription, site rent, office rent, family planning software/tech support, etc.
- January, 2018 late batch – \$5,486.63. This voucher includes payment for: membership dues, office equipment/supplies, oil change for Aging van, volunteer mileage, family planning fiscal agent services, office equipment/supplies, post office box rental, family planning supplies, etc.
- February, 2018 early batch – \$17,238.94. This voucher includes payment for: DPS bills, CSP reimbursement, telephone bill, C&Y bills, postage, background checks, advertising, nutrition site supplies, membership dues, training registration, caregiver services, Alzheimer's support group meeting, volunteer mileage, family planning services, office rent, animal control officer, medical waste disposal, family planning/medical/dental/office supplies, etc.
- February, 2018 interface batch – \$62,844.76. This voucher includes payment for: foster care, group care, RCC, secure detention, shelter care, and kinship care for children.
- February, 2018 late batch – \$64,124.96. This voucher includes payment for: long term support bills, CSP reimbursement, CSP bills, CSP psychiatric services, crisis program charges, telephone bills, volunteer mileage, site rent, meals & meal delivery, advertising, membership dues, travel/training expenses, reproductive health/medical supplies, etc.

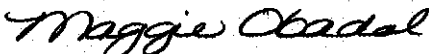
- March, 2018 early batch – \$26,592.18. This voucher includes payment for: DPS bills, telephone bill, CSP reimbursement, C&Y bills, consultation fees for ISP program & MH/AODA Coalition, CSP psychiatric services, postage, background checks, advertising, restitution, meal delivery, volunteer mileage, office rent, animal control officer, medical waste disposal, office/dental/medical supplies, etc.
- March, 2018 interface batch – \$77,069.59. This voucher includes payment for: foster care, group care, RCC, secure detention, shelter care and kinship care for children.
- March, 2018 late batch – \$73,318.80. This voucher includes payment for: DPS bills, CSP reimbursement, CSP bills, crisis program charges, telephone bill, rental of Municipal Building for Senior Expo, training registrations/reservations, site rent, meals & meal delivery, newsletter subscription, mass mailing for Phillips BART bus, nutrition site supplies, caregiver services, volunteer mileage, advertising, lab certificate fee, MH/AODA Coalition expenses, travel/training expenses, reproductive health/dental/office supplies, etc.
- April, 2018 early batch – \$56,920.71. This voucher includes payment for: DPS bills, telephone bill, CSP reimbursement, C&Y bills, training registrations, CSP psychiatric services, meals, site supplies, office rent, animal control officer, dental equipment repair, reproductive health/office/dental supplies, etc.
- April, 2018 interface batch – \$94,378.80. This voucher includes payment for: foster care, group care, RCC, secure detention, shelter care, and kinship care for children.
- April, 2018 late batch – \$69,760.11. This voucher includes payment for: DPS bills, CSP reimbursement, CSP bills, crisis program charges, consultation fees for ISP program & MH/AODA Coalition, telephone bills, postage, background checks, training registrations/reservations, site rent, meals & meal delivery, caregiver services, volunteer mileage, advertising, Alzheimer's support group meeting, meals for volunteer appreciation banquet, exam gloves, travel/training expenses, subscriptions, dues, Wellness & MH/AODA Coalition expenses, travel/training expenses, reproductive health/WIC/HIV/Bio-T/medical supplies, etc.
- 2017 & 2018 Telephone expenses paid for Health & Human Services by County Clerk's Office - \$3,809.05.
- 2017 & 2018 Employment related expenses paid for Health & Human Services by County Clerk's Office - \$3,441.97.
- 2017 Dog license tags paid for Health & Human Services by County Clerk's Office - \$306.95.
- 2017 & 2018 Unemployment compensation paid for Health & Human Services by County Clerk's Office - \$363.66.

- December mileage & expenses = \$3,623.82 (Human Services=\$3,133.20 and Health=\$490.62).
- January mileage & expenses = \$4,716.18 (Human Services=\$4,061.24 and Health=\$654.94).
- February mileage & expenses = \$4,773.51 (Human Services=\$4,005.63 and Health=\$767.88).
- March mileage & expenses = \$5,333.11 (Human Services=\$4,619.13 and Health=\$713.98).

Motion (Jilka/Adolph) to approve Health & Human Services vouchers totaling \$859,269.32. Motion carried.

3. ADJOURN – Meeting adjourned at 11:09 a.m. by Chair Dennis Wartgow.

Respectfully submitted,



Maggie Obadal
Fiscal & Administrative Supervisor