

MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
FINANCIAL SUB-COMMITTEE MEETING
SEPTEMBER 5, 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, Bruce Jilka, and Dennis Wartgow

Members absent: None

Members excused: John Vlach

Others present: Marilyn Schreuder, Maggie Obadal, Krisan Bastil, Gerald Swenson, Bill Teeters, and Bob Kopisch

PUBLIC COMMENTS – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. APPROVAL OF 08/01/18 FINANCE MINUTES-HEALTH & HUMAN SERVICES – Motion (Adolph/Jilka) to approve 08/01/18 Human Services Finance Sub-Committee minutes. Motion carried.
2. REVIEW AND APPROVAL OF HEALTH & HUMAN SERVICES VOUCHERS

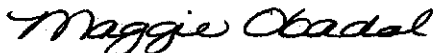
Master Vouchers #8 (includes Aging, Public Health and Human Services - \$294,059.39)

- August, 2018 early batch – \$31,450.96. This voucher includes payment for: DPS bills, telephone bills, CSP reimbursement, C&Y bills, postage, consultation fees for ISP program & MH/AODA Coalition, CSP psychiatric services, crisis program & jail therapy charges, 2nd quarter 2018 FS & MA incentives returned to NIMC, restitution, meals & meal delivery, site rent, caregiver services, tire repair for Aging van, volunteer mileage, office rent, advertising, animal control officer, vaccines, medical waste disposal, training expenses, membership dues, reproductive health/medical/office supplies, etc.
- August, 2018 interface batch – \$103,633.22. This voucher includes payment for: foster care, group care, RCC, secure detention, shelter, and kinship care for children.
- August, 2018 late batch – \$157,676.48. This voucher includes payment for: DPS bills, CSP reimbursement, CSP bills, C&Y bills, telephone bills, training registrations & reservations, restitution, caregiver services, meals & meal delivery, nutrition site supplies, Alzheimer's support group meeting, volunteer mileage, medical waste disposal, exam gloves, meals for Lifelines training, audiometer calibration, MH/AODA Lifelines training, office/dental supplies, etc.
- Telephone expenses paid for Health & Human Services by County Clerk's Office - \$864.94.
- Employment related expenses paid for Health & Human Services by County Clerk's Office - \$64.40.
- Unemployment compensation paid for Health & Human Services by County Clerk's Office - \$369.39.
- July mileage & expenses = \$4,585.92 (Human Services=\$4,118.84 and Health=\$467.08).

Motion (Adolph/Jilka) to approve Health & Human Services vouchers totaling \$298,645.31. Motion carried.

3. ADJOURN – Meeting adjourned at 8:53 a.m. by Chair Dennis Wartgow.

Respectfully submitted,



Maggie Obadal
Fiscal & Administrative Supervisor

**MINUTES
HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 5, 2018
CONFERENCE ROOMS A & B, 1ST FLOOR Normal Building**

Chair Bruce Jilka called the meeting to order at 3:30 p.m.

ROLL CALL

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

Members excused: John Vlach

Members absent: None

Others present: Marilyn Schreuder, Maggie Obadal, Michelle Edwards, Nick Trimner, Sarah Socha, Jolie Dirrigle, Carrie Kyle, Art Lersch, and Libby Huber

INTRODUCTION OF NEW HIRE – Marilyn introduced Jolie Dirrigle as the new Behavioral Health Unit Supervisor. Her start date was September 4th. She worked here in Health & Human Services 11 years ago. She's been doing private therapy since then and was most recently working at Ascension Ministry in Rhinelander. The Board members introduced themselves and welcomed Jolie.

PUBLIC COMMENTS – None

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. **COMMUNICATION AND CORRESPONDENCE** – None
2. **APPROVAL OF MINUTES FROM 08/01/218 HEALTH & HUMAN SERVICES BOARD & PUBLIC PARTICIPATION MEETINGS** – Motion (Wartgow/Swenson) to approve minutes from 08/01/18 minutes for Health & Human Services Board & Public Participation meetings. Motion carried.
3. **CHILDREN & YOUTH DIVISION** – Sarah Socha provided the information.
 - a. Board Orientation – The updated acronym list for this Unit was included in Board packets. The Children & Youth (C&Y) Unit is governed by state statute and mandated to provide services 24 hours/day, 7 days/week, 365 days/year. Chapter 48 allows the placement of abused and neglected children with the goal of keeping children safe and protected. Chapter 938 which deals with juvenile delinquents, juveniles in need of protective services (JIPS), runaways, uncontrollable youth with the goal of holding juveniles accountable for their actions. Referrals come in from law enforcement, schools, neighbors, and community members.
 - b. Collaborating with UW-Extension – Areas of collaboration with UWEX was mentioned above in the orientation section. We want to give our families the best tools our resources can cover and through collaboration this will happen. The plan is to start with Health & Human Services, UWEX and the schools getting together to learn what each entity has to offer.

Sarah played a video showing interviews with a variety of workers from a Child Protective Services (CPS) Unit describing a day in the life of a CPS worker. The link to the video is <https://youtu.be/Si-JX61LkDo>.
4. **PUBLIC HEALTH DIVISION** – Michelle provided the updates.
 - a. Title X funding for reproductive health – The State had to apply for this funding. It was somewhat assumed they would be eligible for the entire \$3.2 million but Planned Parenthood also applied and now the State only received about a million dollars. Our Reproductive Health funding will remain the same for now.
 - b. Bird testing positive for West Nile Virus – From May thru October each year, certain dead birds (mainly crows, blue jays and ravens) are tested for West Nile Virus. Testing for any given county ends prior to October once there is a positive test. Price County has had one bird test positive so we know the virus is here. No other birds will be sent in for testing but people can still contact the Dead Bird Hotline (1-800-433-1610) with questions. Mosquitos are the carriers of the disease and give it to the birds, other animals and people. Most people won't know they have it. A person may experience a high fever, achiness, etc. The disease is only transmitted through a mosquito bite.
 - c. Upcoming community needs assessment – The meeting will take place on Wednesday, October 3rd in the UWEX Conference Rooms A&B and is expected to run from 1:00 p.m. – 4:30 p.m. Public Health is required to perform a community needs assessment every five (5) years and the hospital is required to do one every three (3) years. This is an opportunity to bring partners together and prioritize what should be worked on for the community. In the recent past, it was decided that Public Health and the hospital would combine their efforts and do the community needs assessment every three (3) years to follow the mandate for the hospital. Anyone planning to attend should contact Michelle prior as there may be some homework to do in advance of the October 3rd meeting.

- d. Memorandum of Understanding (MOU) with Taylor County for sealants – At the September HHSB meeting it was noted that three schools in Taylor County would no longer qualify for services provided through the Seal-A-Smile program. They were interested in working out an agreement with this Department in order to continue having Nancy Rublee provide these services to the children in the three affected schools. A quote for the cost of services was presented to and approved by the Taylor County Board. They also came up with additional funding to help supply the giveaway bags. A contract will be entered into with Taylor County and they will be invoiced for services provided. No approval from this Board is needed.
- e. Jefferson Awards for Public Service – Nancy Rublee, Dental Hygienist in this Department, nominated Michelle Tekippe and Lori Krueger for a Jefferson Award which honors community and public volunteerism. These two ladies have been assisting Nancy in the Seal-A-Smile program since 2002 and 2000 respectively. They learned toward the end of August that they were awarded the Jefferson Award and would be interviewed for an airing on Thursday, September 6th on Channel 9, the ABC station out of Wausau. This is the first time two volunteers were awarded at one time.

5. ECONOMIC SUPPORT DIVISION

- a. Approve Energy Assistance Program Policy: Pro-Active/Crisis HE+ Applications for 2018-2019 – Marilyn provided the update. A draft of the policy was handed out prior to the start of the meeting. This policy requires annual approval. The only change to the policy is the program year. **Motion (Swenson/Adolph) to approve the policy for the 2018-2019 season with the date change noted. Motion carried.**
- b. Approve Administration of General Assistance Policy for 2019 – Marilyn provided the update. A draft of the policy was handed out prior to the start of the meeting. She reminded the Board that we seek annual approval to send a resolution to the County Board for approval to administer this program. This program is not used a lot but is there as a safety net for people who do not qualify for any other program. It is used most often to pay for burials for those who are not eligible for an MA burial or have no other means to pay for their burial. Marilyn was asked to draft a resolution for presentation at the October HHSB meeting. Approval for this policy is postponed until the October meeting.

6. DISABILITY & PROTECTIVE SERVICES DIVISION

- a. Discuss the Integration of the Aging and Disabilities Resource Center and Aging Services – Marilyn provided the update and indicated this is the next step in the reorganization process. Marilyn, Kathy Billek, and Janine Dobson had a phone call with state personnel on what the next steps should be to keep the process moving forward. It was suggested to slow the process down. Kathy and Janine will be working on a marketing plan. The phone number to access services will remain the same. The reorganization should enhance programs by bringing different players together in order to provide the best service. There may be an opportunity to apply for special funding to assist with getting brochures made or billboards up in order to announce the integration. Updates will continue to be brought to this Board.
- b. Woodland Enhanced Services Commission update – Bruce Jilka provided the update. Bruce attended a meeting on August 23rd. They are undergoing a big building project. This group meets two times each year. Rates were set for 2019 and the rate is being reduced from \$70.00 per day to \$65.00 per day for members of the Commission. The most recent addition is Sauk County.

7. FISCAL AND ADMINISTRATIVE DIVISION

- a. Budget & Financial Reports – Maggie Obadal reviewed the budget and financial reports included in Board packets. Two areas of concern are overtime and mileage for the Children & Youth Unit. Due to the number of placements being monitored both areas look like they will exceed the amount budgeted for 2018. It was mentioned that use of the Senior Services vehicles be used as often as possible because the cost of gas from the Highway Department is cheaper than paying individual employees for miles put on personal vehicles.
- b. High Cost Placement Reports – Maggie Obadal reviewed reports included in Board packets. Changes/additions were noted and supplemental reports were also reviewed. Costs continue to remain high.
- c. 2019 Budget – work continues to set the 2019 budget. Just a few allocations have been released so far.
- d. Review application(s) for Health & Human Services Board At-Large member and possibly approve for recommendation to County Board – Marilyn provided the update. An application was received from Sally Huml which was included in Board packets for review prior to the meeting. **Motion (Teeters/Swenson) to forward a recommendation to the County Administrator and County Board to appoint Ms. Huml to fill the vacant At-Large position on the Health & Human Services Board.** There was discussion regarding if she met the qualifications described in the application. Marilyn indicated she was a foster parent for this agency in the past, an advocate for the developmentally disabled population of the county and in the past, acted as a guardian for several clients served by this agency. The ad reads the person shall be an individual who receives or has received human services or shall be a family member of such an individual. Marilyn will seek a legal opinion from our Corporation Counsel to see if qualifications are met by Sally. **A vote was taken on motion by Teeters/Swenson. Motion failed. A motion (Wartgow/Swenson) was made to postpone this item until the next meeting pending verification of eligibility of the applicant. Motion carried.**

8. DIRECTOR REPORT – Marilyn provided the updates.

- a. Department updates & Director Report

- i. Agency updates – Interviews are tentatively planned to be held on Monday, September 10th for the Fiscal & Administrative Unit Supervisor position. A person was interviewed in mid-July and offered the position. After some time, she declined the position so it was re-advertised. The posting is open until the end of today (September 5th). Updates will continue.

Interviews for the social worker positions are tentatively planned to be held on Friday, September 14th. Applications are being submitted. This posting is also open until the end of today (September 5th).

The BART bus in Phillips is going well. It runs Monday through Friday from 6:00 a.m. – 6:00 p.m. and on Saturday with a slightly different schedule. The bus does make trips between Park Falls and Phillips. Anyone 6 years old and older can ride by themselves. Free rides are available to get people to bloodmobile sites and voting sites. The first trip is \$3.00 and a return trip is \$1.50. Volume passes are available for purchase. A new bus has been purchased by the Flambeau Hospital Foundation and will be ready to go at the beginning of 2019.

9. SET DATE & TIME FOR NEXT BOARD MEETING – The next meeting of the Health & Human Services Board is scheduled for Wednesday, October 3, 2018. The Finance Sub-Committee meeting will start at 8:45 a.m. and the regular Board meeting will start at 9:00 a.m.

10. ADJOURN – Meeting adjourned at 11:06 a.m. by Chair Bruce Jilka.

Respectfully Submitted,



Maggie Obadal
Fiscal & Administrative Supervisor