

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
January 12, 2009

Present

Jeanne Dodge
Jim Clark
Lonnie Krogwold
Brian Kurzynski
Tony Patton
Perry Pazdernik
Sandy Benz Medin
Richard Bishop
Doug Radtke
Gene Numsen

Excused:

Ron Check

Also Present: Judy Wright, Recording Secretary; Ray Przybelski, Director; Jim Rigenbach, Children and Family Services Coordinator; Jenni Jossie, Business Manager, and Dianne Koca, Office Manager.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of December 9, 2008

A motion was made by Mr. Patton and seconded by Mr. Krogwold to approve the minutes. Motion carried.

B. Correspondence

Mr. Przybelski stated he received the six month figures for the prescription drug discount plan and at the end of December 2008, 1,838 prescriptions had been filled for an average percentage savings of 20.81% for a total of \$25,095.42. In the month of December, 324 individuals took advantage of the program for a total of 430 prescriptions.

C. Director's Report

Mr. Przybelski stated the construction is moving along quite rapidly for UW Extension's move sometime the first week in February. Carpet is expected to be laid a week from Tuesday, January 14. Construction wise, there were a few instances with dust and paint fumes that caused some staff difficulty. Construction downstairs is expected to be completed as of this weekend.

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Mr. Przybelski announced that David Pagel retired after 20+ years here as our Economic Support Supervisor rather sudden which caught us all by surprise.

Ron Carlson from the Stevens Point Police Department met with staff in regards to safety issues here in the building and overall we have a secure building.

The Finance Committee will be meeting on January 19 and they will determine at that point in time when we will take our budget repair resolution to the County Board. Mr. Przybelski assured all of us that prior to going to the County Board that a resolution will be coming to this body. He stated our High Cost accounts will have to have a budget repair resolution, however, the amount of the deficit is unclear but it appears as it is small if there is one compared to last year at \$750,000. We just finished running out last payroll so Mr. Przybelski was not sure where we were at with our Regular accounts.

D. Reports from Board Approved Committees/Activities

Mr. Patton attended the Tobacco Coalition meeting and talked about a smoking band and trying to get legislators behind the band but they're getting nowhere. Timing needs to be just right.

Mrs. Dodge attended the Permanency Plan Review meeting December 16. Three kids were reviewed. One was a young man age 16 who is over six feet tall who has uncontrollable behavior and is on nine different medications. He's in a very expensive care situation at \$10,000 per month. They are trying to work with the mother to transition him to a less restrictive situation but the mother feels he needs a high secure care environment and the court agrees. The concern is at age 18 he will age out of foster care and probably transition to CCCW and this is going to be a major transition for him. The second one was a young lady and noone showed up for the panel. She is on the run and placed at the grandmother's home. The last was a young girl seven or eight years old placed in her current foster home. The foster parents would like to adopt her. The paternal grandmother in Florida has also expressed an interest in guardianship, but the fact is the child was with the grandmother and the grandmother decided to go to Florida and not take the child along and put her in foster care so the panel does not believe the grandmother is an ideal candidate because the mother would never see her daughter due to distance and neither family has the resources for travel.

Mr. Riggerbach stated the mother is in Portage County and totally inadequate that she would voluntarily terminate her rights if the foster parents could adopt so she could maintain some relationship with her daughter. The girl was returned to her father after the grandmother moved to Florida but that lasted for less than six months. The father is again totally inadequate; he's unemployed and there are alcohol and drug issues. The little girl became his parent and so she was removed from his care.

Mr. Clark attended the CAP Services meeting. Last month the meeting was in Wautoma and this month it's in Appleton. The Board of Directors determine how well we're doing or not doing in terms of initiatives that we establish. A nice place in Iola opened up.

Mrs. Benz Medin attended the AODA Coalition meeting. They awarded 12 recipients for awards whether they be organizations, individuals, or companies so watch the newspaper. In addition the Executive Team also met last week and we are now working with United Way. We are also working on a new promotional program for the problem we have with drunk driving.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers total \$211,934.66 for the regular accounts and \$174,441.12 for the high cost accounts. They include voucher number 20080804 for \$39,898, voucher number 20080806 for \$907.99, voucher number 20080807 for \$67,754.73, voucher number 20080819 for \$280, voucher number 20080823 for \$1,800, voucher number 20090003 for \$40, voucher number 20090014 for \$26,328.56, voucher number 20090015 for \$99,072.7. Substitute care totals \$46,404.56 for adults and \$100,848.56 for children. Pre-authorizations total \$3,040.67. Purchases total \$7,265.30. Portage House vouchers include voucher number 20080820 for \$21.50 and voucher

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number 20090018 for \$587.66. Pre-authorizations total \$3,595.44. A motion was made to approve the vouchers by Mr. Patton and seconded by Ms. Benz Medin with Mr. Radtke abstaining. Motion carried.

B. Discussion/Action on Resolution to Authorize the Acceptance of an Office of Justice Assistance Grant in the Amount of \$85,911

This was the reason the Board met tonight rather than tomorrow night as scheduled because this has to get on the County Board agenda for January. This is for our Truancy Abatement Program which we talked about in November and this Board gave us permission to apply. Mr. Bishop asked what the possibility of getting a matching fund and Mr. Przybelski stated the local match is there when we wrote the grant. Mr. Radtke questioned when we received this as he noticed the date of the letter is December 12, 2008, and whether we responded within 30 days. Mr. Przybelski stated the date would be on the envelope and his guess was that we received this either on December 17 or 18 and Jenni Jossie said we actually received it on the 26th. Mr. Przybelski assured Mr. Radtke that we turn these things around as soon as they hit our desk. A motion for approval was made by Mr. Krogwold and seconded by Mr. Bishop. Motion carried.

C. Discussion/Action on Resolution Regarding Authorizations for 2009 Contracts over \$100,000

We now have three additional contracts over the \$100,000 threshold. The three additional contracts were for two residential care facilities (Family and Children's Center and Lutheran Social Services) and Evergreen Manor II (Crisis Adult Family Home). Mr. Przybelski stated these figures were not available in November. A motion to approve was made by Mr. Clark and seconded by Mr. Bishop. Motion carried.

D. Discussion/Action Regarding Contracts from \$25,000 to \$99,999.99

Mr. Przybelski passed around an update list of contracts. Per policy any contracts between \$25,000 and \$99,999.99 do not need to go by resolution to the County Board but do need governing board approval. The two contracts are for Evergreen Manor (CBRF) and Sullivan Homes (CBRF) which house adults with chronic mental illnesses. A motion to approve was made by Mr. Krogwold and seconded by Mr. Bishop. Motion carried.

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III. PROGRAM ISSUES

A. Discussion/Action to on Health and Human Services Department Reorganization

Mr. Przybelski proposed a small organizational change in the Division of Children and Family Services due to the retirement of the Workforce Development/FES Section supervisor. Mr. Przybelski proposed that a new Child Welfare Supervisor be hired rather than refilling the Economic Support Section Supervisor position. The direct supervisor in that section would be assumed by the Division Coordinator, Jim Riggerbach. As a result of this reorganization, there would be an additional cost of \$14,606 annually but Mr. Przybelski stated hiring a Child Welfare Supervisor would allow Jim to more effectively coordinate the division and enable him to supervise the Family and Employment Services division. A motion was made by Mr. Bishop and seconded by Mr. Clark to approve this reorganization. Motion carried.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

V. NEXT MEETING

The next meeting is scheduled for January 27, 2009.

VI. ADJOURNMENT

The meeting adjourned at 6:00 p.m.

Submitted by:

Judy Wright
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
January 27, 2009

Present

Jeanne Dodge
Ron Check
Lonnie Krogwold
Brian Kurzynski
Tony Patton
Perry Pazdernik
Sandy Benz Medin
Richard Bishop
Doug Radtke
Gene Numsen

Excused:

Jim Clark

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jim Riggerbach, Children and Family Services Coordinator; Faye Tetzloff, Health Officer; and Amy Trzinski, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of January 12, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Radtke to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated he is awaiting the Governor's State of the State address regarding the IV-E funding issue. Secretary Bicha asked the Governor to make whole the IV-E allocation. The funding is \$120,000 to \$140,000 for our agency. With the current State budget, it doesn't look like this funding will be restored.

Mr. Przybelski informed the Board that Vicki Tylka from Marathon County will be assisting him in a presentation of the PACT program to the Northern Region directors and the State.

D. Reports from Board Approved Committees/Activities

Dr. Numsen attended the December Family Support Program Committee meeting. Approximately \$1,500 is available per family annually. The total amount of funds available are \$57,000. These funds come from the State. The average plan cost is \$1,141. There are 40 families currently being served. A waiting list has been established. Currently there is a 2-3 year wait for funding. A satisfaction survey was also completed and over 90% of those utilizing the program are satisfied with the services they receive. Project Lifesaver will be going into effect in February. Mr. Przybelski gave a brief overview of the program. The program is for adults and children who have a risk of wandering. The police department will check on bands which are placed on the individuals. If an individual wanders, they can be located by the specific frequency on their bands. Grants and donations were sought to purchase the equipment and to train individuals on the use of the equipment. A more thorough presentation will be made to the Board at a future meeting.

Mr. Radtke attended the Comprehensive Community Services meeting on Tuesday. This group will now be called the CCS/COP Committee. The State has approved the rates set and they are better than the rates before. A peer support group from the State requires partnership with a nonprofit organization. This will be looked at with various representatives from organizations at the next meeting. The Committee is required to meet quarterly but will still be meeting every other month until all the procedures are ironed out.

Ms. Benz Medin reported Wally J's Place to Play has served 103 children to date in January. There were 49 families served with a total of 179 children.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

Mr. Przybelski introduced Nick Paulson who will be handling the County Beat for the Stevens Point Journal.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers total \$130,074.04 for the regular accounts. The high cost vouchers were no run. They include voucher number 20090031 for \$242.40, voucher number 20090036 for \$842.23, voucher number 20090047 for \$44,912.59, and voucher number 20090052 for \$81,911.93. Pre-authorizations totaled \$2,164.89. Purchases total \$470.11. Portage House vouchers include voucher number 20090045 for \$260.56 and purchases of \$758.54. A motion was made to approve the vouchers by Ms. Benz Medin and seconded by Mr. Pazdernik with Mr. Radtke abstaining. Motion carried.

B. Discussion/Action Allowing Per Diem for Executive Committee of the Portage County AODA Coalition

Ms. Dodge stated she was asked by Phil Idsvoog to postpone action on this agenda item until a future meeting.

III. PROGRAM ISSUES

A. Update/Information: Fourth Quarter Program Statistics

Mr. Riggerbach reported on the Children and Family Services Division. He stated Child Protective Services reports are down but investigations of allegations are up. There are only two ongoing child welfare social workers and cases continue to increase. There are currently 40 unduplicated children in substitute care. There are 40 licensed foster homes currently. If there are no children to be placed in a foster home, the home can be "loaned" out to other counties for respite care. New applications for economic support have increased. Fraud recoupments are up as well. Mr. Radtke questioned if there is a charge for this. Mr. Riggerbach stated there is. The State will recoup their portion first and the Department retains the rest. Mr. Patton questioned what the POCAN program is. Mr. Riggerbach stated this is Prevention of Child Abuse and Neglect. The program also provides funds to Healthy Beginnings.

Ms. Trzinski reported on the Community Programs Division. Ms. Trzinski stated Brian Falck has taken on the role of the service director for the Comprehensive Community Services/Community Options Program (CCS/COP). Emergency detentions are amazingly low. The no shows for the Mental Health Clinic are down a bit. There were fewer days spent in the high cost inpatient programs. Community Based Residential Facility stays as well as AODA and detox stays have remained about the same. The CCS/COP program will be strengthened by enrolling more individuals if they are eligible. Goals for each employee in the Mental Health Clinic have been set. The clinicians have been hitting their targeted goals. A retirement has occurred in the Mental Health Clinic. Currently this position is not being refilled. Mr. Radtke questioned how the situation in the "So What?" portion could have happened. Ms. Trzinski stated due to HIPPA procedures she can't say why it happened but with the agency's involvement the situation has improved.

Ms. Tetzloff reported on the Health Division. Nothing remarkable has happened in the fourth quarter. Immunizations are up due to the new immunization law. Lyme's disease is down as expected during these months. Ms. Tetzloff stated the article which appeared in the journal regarding toothaches has resulted in an increase to the Ministry Health Clinic Dental Services. Ms. Benz Medin questioned if the peanut butter recall has sparked a lot of concern. Ms. Tetzloff stated it has. The distributors have responded favorably. The public is being referred to the Federal Drug Administration and Centers for Disease Control web sites for information regarding those products affected. Mr. Radtke questioned the difference between the contracted caseload and the participants served in WIC. Ms. Tetzloff stated the State pays us for the caseloads. The average caseload number is set by the State. Dr. Numsen questioned referrals to Operation Bootstrap. Mr. Przybelski stated we contract with Emergency Services to handle the referrals to Operation Bootstrap. Operation Bootstrap will receive the referral and then determine whether the individual is eligible to receive their services or not. Mr. Check questioned if the Blastomycosis incidents were higher due to the draw down of the river. Ms. Tetzloff stated not enough time has passed to the point where people are symptomatic. Mr. Patton questioned where individuals can go for dental services. Ms. Tetzloff stated it depends on the problem. The Ministry Dental Services prioritizes services for children. Adults have a long waiting list for services. Many of the dentists in the area will not take Medical Assistance. Portage County has been fortunate to have the sealant program which has resulted in some dentists providing dental care for problems identified during sealant

screening in the schools.

B. Update/Information on Out-of-Home Placement Report

Mr. Riggenbach stated the report is for November and December. There was one child placed in foster care. This case was inherited from Wood County. The child is 2 years old and the mother is jail.

A 17 year old male was at Northwest Passage for 30 days for an assessment. He is currently in a Level II foster home. Another 17 year old male was in treatment foster care and has since been moved to Homme Home. A 13 year old female was in residential placement due to mental health issues and developmental delays. She has been moved to a Level II foster home. It is hoped that eventually she will be placed with her stepfather as the mother is in prison and the father is not appropriate. A 14 year old female was moved from a Level II foster home to group care. There are abuse and neglect issues involved with the adoptive father.

Five children were returned home. These included a 16 year old female who was returned home from residential care. Two children aged out. Both were in Level II foster homes. In addition a 10 year old male was returned home.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

V. NEXT MEETING

The next meeting is scheduled for February 10, 2009.

VI. ADJOURNMENT

The meeting adjourned at 5:50 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
February 10, 2009

Present

Jeanne Dodge
Jim Clark
Ron Check
Lonnie Krogwold
Brian Kurzynski
Tony Patton
Perry Pazdernik
Richard Bishop
Gene Numsen

Excused:

Sandy Benz Medin
Doug Radtke

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Becky Dougherty, Public Health Supervisor; and Mandy Mayek, student.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. **MINUTES, GENERAL REPORTS, AND COMMENTS**

A. Approval of Meeting Minutes of January 27, 2009

A motion was made by Mr. Bishop and seconded by Dr. Numsen to approve the minutes. Motion carried.

B. Correspondence

Mr. Przybelski stated the Governor has delayed the budget til the 17th and is awaiting the economic stimulus package from the federal government. The Senate's version has reduced prevention by \$5.8 billion and public health emergency funds had \$870 million removed. It is anticipated a flat or decrease rate will be realized. Mr. Clark questioned if a plan has been discussed to reduce the workforce and to keep agencies functioning with a skeleton crew. Mr. Przybelski stated no detailed plan is in place but discussions have occurred regarding the routes that can be taken and possible changes in service delivery.

C. Director's Report

Mr. Przybelski informed the Board that the agency will be involved in the case where a small child has died.

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Mr. Przybelski stated the State is reworking the independent living program. They will be vastly increasing the program. Currently, it is unknown who will do the work if the program is expanded.

In addition, Mr. Przybelski informed the Board the State is proposing a reworking of the notification of out-of-home placements. The proposal involves more details and will burden the staff with the notifications.

D. Reports from Board Approved Committees/Activities

Mr. Clark attended the CAP Services meeting. The Plover project is currently on hold. The committee looks at keeping people in maintained homes by providing loans and other services which must be paid back.

Mr. Patton attended the Tobacco Coalition in January. Lobbying of senators to see smokefree environments is not going as hoped. There are restrictions being placed on communities as well.

Ms. Dodge met with Mike McKenna and Phil Idsvoog regarding an agenda item.

Mr. Clark attended the AODA marketing committee. Pamphlets will be coming out regarding prescription drugs and what pharmacies, doctors, and the general public need to know. A drop off site will be held in Junction City for prescription drugs. People can always take their prescription drugs to the Sheriff's Department. A discussion occurred regarding various other ways prescription drugs could be disposed of.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

II. FISCAL ISSUES

A. Discussion/Action to Approve Per Diem Payment for AODA Coalition and Executive Team Meeting

Ms. Dodge stated both Jim Clark and Sandy Benz Medin are assigned to the AODA Coalition as representatives of this Board. The Executive Team is the decision making body. A discussion was held with Mike McKenna and Phil Idsvoog regarding paying per diem for Ms. Benz Medin to attend these meetings. Ms. Dodge was informed only a motion passed by this Board would allow for this to be done. This would be consistent with the current Operations Committee. Mr. Clark moved that per diem be paid to Sandy Benz Medin for attending these meetings for the term of her appointment. Mr. Bishop seconded the motion. Motion carried.

B. Discussion/Action Application for Department of Transportation Grant for Infant and Toddler Car Seats

Mr. Przybelski stated the grant is in partnership with the Portage County Child Passenger Safety Association (PCCPSA). The grant request is \$4,000 with a match of \$2,150 which will be provided by PCCPSA, bringing the total grant to \$6,150. The grant requests a government agency sponsor the request. A motion was made by Mr. Clark and seconded by Mr. Check to approve the request. Motion carried.

C. Discussion/Action on Cribs for Kids Program

Mr. Przybelski stated the Department would like to apply for this program. This would be done through the Prenatal Care Coordination program. The program allows for the agency to apply to local organizations to receive donations for the program. Donations are anticipated to be about \$500. Cribs are then purchased directly from the manufacturer for \$50. They are then provided to income eligible clients. Mr. Krogwold moved to approve the request with a second by Mr. Pazdernik. Motion carried.

D. Discussion/Action to Approve Vouchers

The vouchers total \$143,179.83 for the regular accounts. The high cost vouchers totaled \$137,408.53. They include voucher number 20090064 for \$45, voucher number 20090071 for \$38,776.70, voucher number 20090072 for \$105,731.13, and voucher number 20090090 for \$258. Pre-

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authorizations totaled \$214. Substitute care for adults totaled \$34,416.05 and for children totaled \$101,147.48. Purchases total \$1,776.34. Portage House vouchers had no vouchers to approve. A motion was made to approve the vouchers by Mr. Clark and seconded by Mr. Bishop. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Update on AODA Level of Care Annual Report

Mr. Przybelski stated a grant totaling \$128,000 annually was received for a variety of services. This includes treatment and case management services. Of those adolescents in the program 85% are not referred again and 15% only have 1-2 additional referrals. In addition, 98% are enrolled in an academic program. After three years providing the program, 92% of the juveniles remain at home or with a relative placement. About half of the families involved in the program are headed by a single parent. All are Portage County residents. There are 56 individuals in the program working with one staff person. We work with the juveniles up to age 17.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

V. NEXT MEETING

The next meeting is scheduled for February 24, 2009.

VI. ADJOURNMENT

The meeting adjourned at 5:45 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
February 24, 2009

Present

Excused:

Jeanne Dodge
Sandy Benz Medin
Jim Clark
Doug Radtke
Ron Check
Lonnie Krogwold
Brian Kurzynski
Tony Patton
Perry Pazdernik
Richard Bishop
Gene Numsen

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; and Susan Dolski, Special Needs Supervisor.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of February 10, 2009

A motion was made by Mr. Bishop and seconded by Mr. Clark to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated in the Governor's proposed budget there is a 1% cut across the board. The Department of Health is proposed to lose about \$10,000 and Children and Family programs would lose about \$92,000 in allocations from 2010 and 2011. Birth to Three would lose about \$1,000. In addition the State share for mental health institution placement for children and adults over 64 would no longer exist. This would mean we would need to pay an additional \$205,000. Income Maintenance would be cut 1% and the supplemental payments for Family Care counties would also be cut. This equates to about \$110,000 in 2010. In addition, a \$2 per day increase

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in juvenile corrections is proposed along with a 1% reduction in basic community allocations. Overall, it would equate to about a \$400,000 deficit in our budget. Our Department would look at long term waiver slots and increasing the Comprehensive Community Services program. In addition, duplicated services would be reviewed. Mr. Radtke questioned if this would also affect grants. Mr. Przybelski stated some grants would be affected while others are not.

D. Reports from Board Approved Committees/Activities

Mr. Clark attended the AODA Coalition meeting. A booth will be available at the Business Convention. Medication clean sweeps will be held in Junction City on March 2, Amherst on March 18, Rosholt on March 19, and Almond on March 24. Stevens Point residents can take their unwanted or expired medications to the Portage County Sheriff's Department at any time. Mr. Clark stated he talked with Melessa at the Solid Waste department. The Governor has cut all the grants for clean sweep programs. Mr. Clark will be bringing a booklet when they are available regarding medication clean sweeps.

Mr. Clark attended the CAP Services meeting. The committee is working to get payments and to keep families afloat. The full consortium will be meeting in Stevens Point tomorrow.

Ms. Dodge attended Permanency Plan reviews for three children. One is a four year old girl who will be reunited with her father. Her mother has no interest in the child and a termination of parental rights will be pursued. The second child is a male teen in group home placement in Ashland. He is happy at the Ashland facility and it is anticipated he will age out next year. The last was a 15 year old girl who is bipolar. She is doing well in the foster home placement. The plan is to start full day visits with mom and hopefully reunify the family.

Ms. Dodge attended the Community Development Block Grant meeting. Three loans were approved which exhausted the financial amount allotted.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers total \$119,714.59 for the regular accounts. The high cost vouchers totaled \$21,666.83. They include voucher number 20090097 for \$1,571.94, voucher number 20090111 for \$37,325.50, and voucher number 20090112 for \$100,624.70. Pre-authorizations totaled \$1,859.28. There were no substitute care vouchers with this run. Purchases total \$661.90. Portage House vouchers include voucher number 20090099 for \$1,341.98 and voucher number 20090101 for \$790.78. A motion was made to approve the vouchers by Mr. Krogwold and seconded by Mr. Pazdernik. Motion carried with Mr. Radtke abstaining.

B. Discussion/Action: Application for CJ Foundation Grant

Mr. Przybelski stated this is the grant application for the cribs for kids. The grant will be seeking \$1,000 to be used for the cribs for kids program. A motion was made by Mr. Krogwold and seconded by Mr. Check to approve the grant application. Motion carried.

III. PROGRAM ISSUES

A. Information/Update on Portage County Family Support Program 2008 Satisfaction Survey

Ms. Dolski reported the Family Support Program serves children with disabilities. These are State funds. The Program is mandated under Wisconsin State Statute 46.985. The current budget is \$57,400. There is no tax levy in this program. The program provides assessments, referral to programs, support, and advocacy to families. Family Support Program funds are flexible funds that are reimbursed to families for items that are not covered by Medical Assistance or private insurance. Items can include home modifications, supportive home care, van modifications, respite,

equipment and supplies, medical/dental care, specialized transportation, dietary needs, and clothing. There is a lengthy wait list for these funds. Funding for each family was reduced from \$3,000 to \$1,500 in order to serve more families off the waiting list. There were 49 individuals served in 2008. There were 36 families on the waiting list and 18 were removed. The Family Support Program Advisory Committee consists of 10 members which oversee the program. The members consist of six parents, a representative from the Board, and three representatives from community organizations. The survey is conducted annually. The survey was conducted by telephone in 2008. There was a 93% completion rate. Overall the families were satisfied with the program. The majority of families (78%) were not willing to decline funding so a family on the waiting list could be served. Ms. Dodge questioned if the one individual unhappy with the program was due to the cut in funding. Ms. Dolski stated that was the major issue along with dietary needs. Mr. Radtke questioned whether individuals are taxed or not on the funding. Mr. Przybelski stated he is not sure for some items and families are encouraged to speak with a tax expert. Ms. Dolski stated there were three families interested in serving on the Family Support Program Advisory Committee. Dr. Numsen commented he hopes the survey can also be done via the telephone again this year as more results are gathered in this venue.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills. Mr. Przybelski stated the reorganization process is still moving forward and there may be position refills in the future.

V. NEXT MEETING

The next meeting is scheduled for March 10, 2009.

VI. ADJOURNMENT

The meeting adjourned at 5:45 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
March 24, 2009

Present

Jeanne Dodge
Sandy Benz Medin
Jim Clark
Doug Radtke
Ron Check
Lonnie Krogwold
Brian Kurzynski
Tony Patton
Perry Pazdernik
Richard Bishop
Gene Numsen

Excused:

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; and Jennifer Jossie, Interim Co-Finance Manager.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of February 24, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Bishop to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski informed the Board the 2008 books are anticipated to be closed in April. If any adjustment resolution is needed, it will be brought forth at that time.

Mr. Przybelski stated two meetings will be held on April 7 and April 9 with the staff for information and input on the 2010 department budget.

Mr. Przybelski will be attending a meeting on Monday with the School Board to discuss options regarding the school health contract. The contracts were increased by 30% last year. A small reduction was offered to the school

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district. It is hoped that a 75/25% split will be reached in subsequent contracts. In addition, the Governor has proposed an exemption to the cap rate regarding school nurses. It is not known whether contracted nurses are included in this exemption. Mr. Radtke questioned if the rebate from the State was discussed. Mr. Przybelski stated it was.

D. Reports from Board Approved Committees/Activities

Ms. Benz Medin stated 100 children to date were served in Wally J's Place to Play.

Ms. Benz Medin reported the AODA Executive Committee is applying for three grants. Two posters will be utilized during this campaign year. The Evaluation Team is working on the final report. The Social Marketing and Environmental Protection Team continue their work on the pharmaceutical area of the program. A drop-off for out dated or unused medications is being held in Almond today from 4:00 to 6:00 p.m. Work continues on the 24 hour depository at the Portage County Sheriff's Department. The AODA Coalition will be supporting the Boys and Girls Club Battle of the Bands event. The bands will be required to write and perform a song regarding AODA issues. New sponsors for the Business Champions are also being sought. The AODA Coalition had a booth at the Business Expo. A four question survey was given to visitors. This survey is a guide for the direction the Coalition needs to take. A booth will also be manned at the Harvest Festival. The Social Marketing Team will be holding their ice cream social event at the soccer fields again. Bobbi Bradley will be an Americore member representative to the Coalition.

Mr. Clark attended the CAP Services meeting. A food processing company will be breaking ground in Plover. They plan to be in production by October 2009. The owners already have enough orders to begin full production with this plant. AIG has contacted CAP Services regarding a day care to be built near the TravelGuard site. They are securing 45 spots immediately.

Ms. Dodge attended Permanency Plan reviews on four children. The first was a 3 year old from a home with domestic violence issues. Reunification with the mother is being worked on. A 12 year old was reviewed. The father is currently in prison and he had custody of the child. It is hoped reunification will be possible once the father is released. A 1 year old is currently placed with the grandmother. The goal is to reunify the child with the mother. The last was an 8 year old. The mother has mental health issues. Placement goals are currently on hold.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers total \$198,266.80 for the regular accounts. The high cost vouchers totaled \$124,670.56. They include voucher number 20090126 for \$1,055.45, voucher number 20090143 for \$34,835.45, voucher number 20090144 for \$84,410.86, voucher number 20090148 for \$381.12, voucher number 20090149 for \$1,009.38, voucher number 20090155 for \$369.71, voucher number 20090162 for \$24,023.68, and voucher number 20090175 for \$53,827.74. Pre-authorizations totaled \$418.41. Substitute care for adults totaled \$30,982.20 and for children totaled \$91,623.36. Purchases totaled \$374.96. Portage House vouchers include voucher number 20090173 for \$184.38 and voucher number 20090133 for \$2,768.48. A motion was made to approve the vouchers by Mr. Check and seconded by Ms. Benz Medin. Motion carried with Mr. Radtke abstaining.

B. Discussion/Action: Application for Kiwanis Club Grant

Mr. Przybelski stated this grant is for \$500. The funds would be used to purchase handbooks for the STEP Parenting program. Mr. Clark questioned if the lack of a grant writer has impacted the department. The new rounds of grants are coming out. It is hoped that Finance will make funds available to contract for a grant writer. Ms. Jossie stated \$25,000 from the position will be used. A motion was made by Mr. Clark and seconded by Mr. Krogwold to approve the motion. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Information on 2010 Proposed State Budget

Mr. Przybelski stated a meeting will be held on Monday, April 6, with Marathon, Wood, and Portage Counties. It is hoped that Senators Lassa and Decker will be present at this meeting to discuss the proposed budget and the impact on our respective departments. The meeting is scheduled for

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9:00 a.m. in Wausau. Mr. Przybelski will inform the Board of the location as soon as the location is determined.

In addition public hearings are scheduled regarding the Governor's proposed budget. The dates and locations were listed on page 5 of the packet. These meetings will be held by the state Joint Committee on Finance.

The "talking points" included in the packet were developed by the Wisconsin Counties Association. Four major areas to health and human services will be impacted by this budget. The first is Income Maintenance. A 1% reduction in funding is being proposed. In addition, Portage County will lose additional funds that it was receiving due to being a Family Care pilot site. Overall, this converts to \$120,000 loss to our department. In February 2007 there were 5,427 cases and 6,939 in February 2009. Some of these cases were duplicated. The unduplicated count is 5,400 in February 2007 and 5,800 in February 2009. New applications have increased from 288 in January 2007 to 380 in January 2009. The question is not what we can cut but who can be served. The \$120,000 loss would mean four positions. If these positions were lost each remaining case worker would have over 578 cases. The optimal case load identified in a 2006 study is 325 per worker. It is anticipated error ratios as well as overtime would increase. It is hoped by using kiosks to have individuals begin the application process would help somewhat. The kiosks would be located in the lobby of this department, the library, and at Energy Services. Compared to surrounding counties, our caseload is a little smaller than Wood County but about the same in Marathon County. Ms. Jossie stated each State sets its own standards regarding applications. Wisconsin has chosen to include the complicated Medicaid screens in their application process whereas Minnesota has not. This results in caseworkers needing to spend more time with a client in Wisconsin (about an hour) compared to Minnesota (about 15 minutes). The savings the State would realize by these cuts totals about \$14 million. This would be used by the State to take over the Income Maintenance duties in Milwaukee County.

Youth Aids will also be impacted by the proposed budget. The cut is about \$6,400 to Portage County. In addition an increase of the daily rates of juvenile corrections institutes will also be realized. At this time it is not clear whether after care or CCS funds will be impacted. The Department currently spends about \$1.6 million on Youth Aids. This breaks down to \$640,000 from the State, \$618,000 in staff, \$600,000+ in placements, and the

remaining on contracts. Currently the juvenile worker caseload is 22 to 23 cases per worker. The problem is that the cases are becoming more and more complicated due to blended families, single parents, split families, etc.

Mental Health charges will also be affected. These affects children and elderly individuals not fully funded by Medicare. Using our 2008 figures, this would be about \$205,000 to the Department. If children are court ordered for a placement, this means a 30 day stay at Winnebago. Diversions are being looked at but unfortunately these also costs money. A mobile crisis plan will be developed. In addition, a diversion such as foster care could also be used.

Community Aids is the final major area to be impacted. A 14% decrease is proposed in 2010 and a 16% decrease in 2011. This results in \$103,000 in 2010 and \$115,000 in 2011. This would affect child welfare programs such as child abuse and neglect, disposition, and POCAN. IV-E funding is not included in that amount. In 2009 \$101,000 will be lost. IV-E funds affect WIC and PNCC, Juvenile Justice programs such as Family Training and Professional Services Group, child children's services such as prevention and respite. About \$101,219 in IV-E funds will disappear. About \$56,000 in Safe and Stable families will remain. The counties will also be expected to license kinship homes and to implement a foster home level system. The licensing of the kinship homes will result in \$13.5 million in IV-E funds which are designated to the Bureau of Milwaukee Child Welfare. An increase of about \$45 million in Community Aids is targeted to go to the Bureau of Milwaukee Child Welfare. Over 50% of kinship homes are located in Milwaukee County. Currently, the department has 20 new investigations per month regarding child abuse/neglect. This does not include the screened out contacts.

Overall, it is anticipated the proposed cuts in these four areas would convert to cuts totaling \$400,000 in the regular accounts and \$205,000 in high costs. This budget seems to be an unfair amount of cuts to health and human services programming and requiring additional work to be done without any compensation whatsoever.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills. Mr. Przybelski stated the child welfare supervision position is still being dealt with by Human Resources.

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B. Action to Enter Into Closed Session Pursuant to Wisconsin Statutes 19.85(1)(c) to Discuss Personnel Issues

A motion was made by Mr. Bishop and seconded by Mr. Clark to go into closed session. A roll call vote was taken with all voting aye.

C. Reconvene Into Open Session for Purpose of Taking Action on Closed Session Items if Necessary

A motion was made by Mr. Bishop and seconded by Mr. Krogwold to return to open session. Motion carried.

V. NEXT MEETING

The next meeting is scheduled for April 14, 2009.

VI. ADJOURNMENT

The meeting adjourned at 6:50 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
April 14, 2009

Present

Jeanne Dodge
Jim Clark
Doug Radtke
Ron Check
Brian Kurzynski
Tony Patton
Perry Pazdernik
Richard Bishop
Gene Numsen

Excused:

Sandy Benz Medin
Lonnie Krogwold

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jennifer Jossie, Interim Co-Finance Manager; Jim Riggerbach, Children and Family Services Coordinator; and Moria Hernandez and Corey Barber, nursing students.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of March 24, 2009

A motion was made by Mr. Patton and seconded by Mr. Check to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski informed the Board two meetings were held with agency staff regarding the budget and asking for their input on ideas to help with the anticipated cuts. Two meetings will be held with Mark Maslowski and the staff regarding these issues. One is scheduled for Thursday, April 16, and the other is scheduled for later in the month.

Mr. Przybelski thanked the Board for their understanding with the year-end budget not being in the packet due to a sick child.

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Mr. Przybelski along with Mr. Radtke and Ms. Dodge met with State legislators and other county directors regarding the proposed cuts in the Governor's budget. It was a good opportunity to share concerns. Ms. Dodge stated the legislators commented they are looking at all options. Mr. Radtke stated Senator Decker was not optimistic regarding the proposed cuts to programs. Ms. Dodge clarified the issues brought forward where Wisconsin County Association issues and these were priority issues across the State. The legislators were very defensive of the support for jailing first time OWI offenders. In addition they are pushing for regionalizing facilities for public safety regarding first time OWI offenders.

D. Reports from Board Approved Committees/Activities

Mr. Clark attended the regional CAP Services meeting. Reports from various committees were heard. The committee reported they have used 95% of the funds available for loans. These loans will be paid back by the various recipients.

Dr. Numsen attended the Family Support Advisory Committee meeting. Six families no longer needed the funds. There were 44 applications for funding. Thirty-two plans were completed and there are 32 individuals on the waiting list.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

Two nursing interns were in attendance for observation purposes.

II. PROGRAM ISSUES

A. Discussion/Information on Out-of-Home Care Report

Mr. Riggerbach reported nine new children were placed in foster care, one child moved to a different out-of-home site, and 11 children returned home or aged out. The nine children placed included two siblings who were placed due to the mother needing surgery. They were in care for one month and have been returned to their mother. In addition, two siblings were taken into custody due to the mother serving jail time for a second time. The individual the children were originally placed with was not able to care for them. They have been returned to the mother and a CHIPS order is in place to monitor

the situation. A three-day old child was taken into custody. The mother was serving jail time while pregnant, delivered the child, and was returned to jail. The father is unknown. It is anticipated the mother will be ending up with prison time. A six-year old who was neglected by the father was taken into custody. There were marijuana, unemployment, and physical violence issues. There were no injuries to the child but there was a high risk for possible injuries. The father is complying with services currently. A one-year old was abandoned by the mother and was in the care of the grandmother. The grandmother is involved in drugs. As such the child was removed. A 15 year old was placed in a Level II home due to the mother not providing supervision, AODA issues, and threatening behavior. It is anticipate the youth will be in foster care until 18. A 16 year old was placed due to delinquency and conflict issues. He pushed his mother, knocked her unconscious, and left the home without seeking medical attention for his mother. He is currently in a Level II foster home. A 17 year old was moved from Level II to secure detention, then group home placement, and has now been returned to secure detention. He has been noncompliant with services. It is anticipated he will be in Homme Home until age 18.

The children returned home included a 16 year old from a Level II foster home, a three-year old was returned home once the mother completed AODA treatment, a 17 year old with delinquency issues was returned from treatment foster care, an 18 year old with developmentally disabilities and deceased parents has aged out of foster care and has moved to Arkansas to live with the former foster parent, two siblings were returned home from treatment foster care, the siblings with the mother needing surgery have been returned home, the two cases where the parent was arrested have been returned, and a 17 year old placed in Level II foster care has made progress and will be returned home.

Mr. Riggerbach commented there are 6-7 referrals received every day for child protective services. The staff are overwhelmed currently. The lack of a Child Welfare Supervisor has also hindered the workload.

III. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers total \$218,279.61 for the regular accounts. The high cost vouchers totaled \$185,447.06. They include voucher number 20090199 for \$26,570.54, voucher number 20090201 for \$158,546.49, voucher number 20090232 for \$29,832.90, voucher number 20090233 for \$51,413.18, and

voucher number 20090237 for \$400. Substitute care for adults totaled \$34,772 and for children totaled \$100,584.22. Prior authorizations total \$1,607.34. Purchases totaled \$4,022.81. Portage House vouchers include voucher number 20090191 for \$539.15 and prior authorizations totaled \$1,362.58. Mr. Clark questioned if the small checks for the same individuals are combined into one larger check. Ms. Jossie stated they are but they are separated out due to the payment coming from various line items. Individuals are encouraged to use direct deposit in order to keep costs down. Employees are only given 60 days to turn in vouchers for repayment. A motion was made to approve the vouchers by Mr. Clark and seconded by Mr. Kurzynski. Motion carried with Mr. Radtke abstaining.

B. Discussion/Action on Year-End Review of 2008 Regular and High Cost Accounts

Ms. Jossie stated there are surpluses in both the High Cost and Regular accounts. A budget adjustment resolution will be drafted once all the books are closed. The High Cost accounts will realize a \$55,296 surplus. This surplus will be placed in the High Cost reserve. The reason for the surplus was due to a decrease in CBRF placements for SMI Residential Services. Inpatient revenues were higher than anticipated. Children's Substitute Care also received additional Youth Aid funds that were not anticipated. An additional \$358,000 came in for Youth Aids. Mr. Przybelski stated staff worked hard at getting children out of placement and some youth aged out of corrections.

The Regular accounts have a \$56,330 surplus. Ms. Jossie stated she is proposing a resolution that would request the surplus be added to the high cost reserve if the funds are not needed for something else rather than returning the surplus to the general agency fund. Mr. Clark moved to accept the report and Mr. Radtke seconded the motion. Motion carried.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

V. NEXT MEETING

The next meeting is scheduled for April 28, 2009.

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VI. ADJOURNMENT

The meeting adjourned at 5:40 p.m. on a motion from Mr. Patton and second Mr. Bishop.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
April 28, 2009

Present

Jeanne Dodge
Sandy Benz Medin
Lonnie Krogwold
Doug Radtke
Ron Check
Tony Patton
Perry Pazdernik

Excused:

Jim Clark
Brian Kurzynski
Richard Bishop
Gene Numsen

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jim Riggerbach, Children and Family Services Coordinator; Faye Tetzloff, Health Officer; and Amy Trzinski, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of April 14, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Pazdernik to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski distributed the QPR training that will be held for community members.

Mr. Przybelski informed the Board that May is National Foster Care month.

Mr. Przybelski distributed information regarding the National Child Mental Health Awareness program to be held on May 7.

Mr. Przybelski informed the Board of the decision to eliminate psychological services in our Mental Health Clinic as of the end of 2009. Psychiatric services will continue to be provided by the Department.

D. Reports from Board Approved Committees/Activities

Mr. Patton attended the Healthy People Portage County meeting. The QPR training was discussed. In addition, budgetary issues were discussed such as where the funding for the programs comes from and how the funds are spent.

Ms. Benz Medin reported 90 children were served in January, 114 in February, 128 in March, and 92 to date in April at the Wally J's Place to Play child drop-off center.

Ms. Dodge reported three children were reviewed during the April permanency planning meeting. The first was a one year female who has a heart problem. The mom is in prison. Termination of Parental Rights will be pursued since this would be in the best interest of the child. The child has been in foster care placement since she was three weeks old and the foster parents are interested in adopting her.

The second child reviewed is a 15 year old male who has been involved in criminal activity. He was previously with a Guardian who had become ill and couldn't care for him. He was placed in foster care but has since been placed at Northwest Passages for an assessment due to his criminal behavior.

The last child was a four year old male who is placed with his grandfather and is doing well.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers totaled \$97,803.48 for the regular accounts. The high cost accounts totaled \$34,485.59. They include voucher numbers 20090213 for \$450, voucher number 20090250 for \$29,918.49, and voucher number 20090252 for \$100,256.50. Prior authorizations total \$1,458.96. Purchases

totaled \$812.66. Portage House vouchers include voucher number 20090224 for \$156.53. Prior authorizations totaled \$1,463.26. Mr. Przybelski informed the Board that action will still need to be taken through the end of May on the vouchers. Beginning in June, the vouchers will remain on the agenda but they will be for informational purposes only. A motion was made by Mr. Check and seconded by Ms. Benz Medin to approve the vouchers. Motion carried with Mr. Radtke abstaining.

III. PROGRAM ISSUES

A. Discussion/Action: 2009 First Quarter Program Statistics

Mr. Riegenbach reviewed the Children and Family Services Division statistics. There are now eight CHIPS cases. The 36 reported number of unduplicated children in substitute care may be incorrect. Mr. Riegenbach will check on this. Intake contacts are down but there is now only one intake worker. Economic Support applications continue to come in. Emergency referrals are down. Volunteer transportation clients are down but mileage is up due to longer trips needing to be completed this quarter. The Child Death Review Committee has been re-established. There is a long wait time (six weeks to two months) for juveniles needing to see the AODA counselor. The Child Welfare Supervisor position remains vacant.

Ms. Trzinski reported on the Division of Community Programs statistics. Psychological service referrals have increased this quarter. In addition, contact hours have increased. This has been done by filling "no show" slots with other clients instead of paperwork. There still remains a long waiting list for individuals needing services. Emergency detentions are up considerably. A meeting was held with the Corporation Counsel and St. Michael's Hospital regarding settlement agreements and a 90 day voluntary monitoring time period. A mobile crisis unit is anticipated to begin in the fall along with a regional call center. This is being implemented in hopes of reducing emergency detentions. The Comprehensive Community Services program continues to be implemented. Project Lifesaver is now up and running. A greater collaboration is needed with the schools regarding children with emotional disabilities. Anticipated budget cuts for 2010 are being looked at. Mr. Radtke requested a refresher training on the difference between Birth-to-Three Services, Healthy Beginnings, and Right From the Start. This will be discussed at a future meeting.

Ms. Tetzloff reviewed the Health Division statistics. There was nothing significant to report. The increase in campylobacter enteritis was due to gastrointestinal illness from people who attended a mission trip. The State will be going to an electronic reporting system in August. A new WIC package is anticipated in August. It will be focusing on offering a complete nutrition package - this means less formula for infants. Environmental Health received its review from the Department of Agriculture. An update will be provided at the next meeting. Mr. Radtke questioned the increase in follow-up inspections. Ms. Tetzloff stated this was due to issues at a mobile home park and complex establishments. Ms. Tetzloff also provided an update on the swine flu. There are currently no cases identified in Wisconsin. There is no reason to quarantine an individual until the type of flu is identified. There is still seasonal influenza going around.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

V. NEXT MEETING

The next meeting is scheduled for May 12, 2009.

VI. ADJOURNMENT

The meeting adjourned at 5:50 p.m. on a motion from Mr. Patton and second Mr. Bishop.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
May 12, 2009

Present

Jeanne Dodge
Jim Clark
Sandy Benz Medin
Lonnie Krogwold
Richard Bishop
Doug Radtke
Gene Numsen
Ron Check
Tony Patton
Perry Pazdernik

Excused:

Brian Kurzynski

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Faye Tetzloff, Health Officer; and Terri Timmers, Northern Regional Office.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of April 28, 2009

Mr. Bishop requested a change to reflect who seconded the adjournment. Mr. Pazdernik made the second to the motion. A motion was made by Mr. Patton and seconded by Mr. Check to approve the minutes as amended. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski attended the Wisconsin Counties Association conference last week. A deficit of \$1.5 billion is anticipated in the State budget. The use of technology, such as voice recording software, is being looked at. The 2008 Safe and Stable Families and IV-E incentive reports have been made to the State.

Mr. Przybelski informed the Board an article will appear in tomorrow's newspaper concerning closing the Mental Health Clinic in 2010.

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Mr. Przybelski reported staff continue to work on the budget.

D. Reports from Board Approved Committees/Activities

Ms. Benz Medin reported 39 children have been served to date in May at Wally J's Place to Play child drop-off center.

Mr. Clark stated he will be attending the regional meeting in Tomah for CAP Services. Concerns have been raised regarding payback of loans. The loans are safe. A banquet will be held on the 27th.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers

The vouchers totaled \$99,790.51 for the regular accounts. The high cost accounts totaled \$141,433.58. They include voucher numbers 20090282 for \$41, voucher number 20090295 for \$10, voucher number 20090296 for \$39,477.77, and voucher number 20090298 for \$61,833.74. Substitute care totaled \$36,242.60 for adults and \$103,618.98 for children. Purchases totaled \$1,141.22. Portage House vouchers include voucher number 20090260 for \$410.09 and voucher number 20090286 for \$2,878.75. A motion was made by Mr. Clark and seconded by Ms. Benz Medin to approve the vouchers. Motion carried with Mr. Radtke abstaining.

B. Discussion/Action: Approval for a Contract Between \$25,000 and \$99,999

Mr. Przybelski stated this contract is for St. Joseph's Home for Children. The youth is currently placed in Northwest Passage and will be moving to St. Joseph's Home for Children in Minneapolis. Minnesota will not accept an interstate transfer. The contract totals \$60,300. A motion was made by Mr. Clark and seconded by Mr. Bishop to approve the contract. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Update on Agent Audit Review

Ms. Tetzloff reported the Department is the agent for the State to complete restaurant inspections. Portage County was the first to go through the audit process. No orders were given, just commendations and recommendations. The audit was a hard process to complete since our inspections have a good rapport with the licensees and it was difficult to go in and pretend not to know the individuals. Ms. Tetzloff went through the goals. As for procedures being in writing, it was felt that since we are agents of the State that the State should provide the written procedures they wish us to follow. This would allow for consistency throughout the State. Unfortunately, the audit was cut short due to one of the auditors becoming ill and needing to leave. Our county enforcement codes need to be updated. This will be done and presented at a future meeting. A written response to the audit in the form of a work plan was completed and given to the State. Mr. Radtke questioned if all three individuals are indeed registered sanitarians. Ms. Tetzloff stated this is true. Both Gary Garske and Jeff Havens are the sanitarians. Cheryl Helms is also a registered sanitarian but is working in a part-time position that does not require a sanitarian's license.

B. Discussion Update on Level III Health Department Designation

Ms. Timmers stated in 1999 a review was completed and must be completed every five years per Statutes. After the first review, Portage County was established as a Level III Health Department. This is the third review being conducted. After the review was completed, it was determined that Portage County is still a Level III Health Department. Ms. Timmers presented a certificate indicating the status of a Level III Health Department. Mr. Radtke questioned with the cuts to health and human services in the State's budget if it would affect the Level III status and possibly drop it to a Level II or Level I department. Ms. Timmers stated the health department is primarily funded by federal funding which should be stable for the next year or so.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills. There is still no posting available from Human Resources for the vacant Child Welfare Supervisor.

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V. NEXT MEETING

The next meeting scheduled for May 26 has been canceled. As such, the next meeting will be June 9.

VI. ADJOURNMENT

The meeting adjourned at 5:50 p.m. on a motion from Mr. Check and second Mr. Patton.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
June 9, 2009

Present

Jeanne Dodge
Sandy Benz Medin
Lonnie Krogwold
Doug Radtke
Gene Numsen
Ron Check
Tony Patton
Perry Pazdernik

Excused:

Brian Kurzynski
Jim Clark
Richard Bishop

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Susan Dolski, Special Needs Supervisor; Jim Riggerbach, Children and Family Services Coordinator; and Deb Pierce-Johnson, Social Worker.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. **MINUTES, GENERAL REPORTS, AND COMMENTS**

A. Approval of Meeting Minutes of May 12, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Pazdernik to approve the minutes as amended. Motion carried.

B. Correspondence

Mr. Przybelski reported an application was made to the Kiwanis Club for the STEP parenting class. The request was for \$425. A response was received back from the Kiwanis Club stating that if enough funds were raised at Riverfront Rendezvous then the request will be granted in full.

C. Director's Report

Mr. Przybelski reported the Wisconsin Counties Association sent out information regarding the State budget. The Senate has restored some of the Youth Aids funding. It is known for sure that the funding for mental health placements will not be restored nor will IV-E funding be restored. The cost to the county for mental health placements was \$205,000 in 2008 and the loss in IV-E funding results in about a \$105,000 loss. On Friday a summit meeting was held regarding working with the State on what counties can do to help with mandate relief. The budget is now in the Assembly. It is anticipated it will be there about 10 days and then signed and moved

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forward. Mr. Krogwold questioned if discussion was held regarding the requirements. Mr. Przybelski stated since these requirements come from the feds and so the State can't change them. Mr. Radtke questioned when we expect to get solid numbers from the State. Mr. Przybelski guessed it would be the end of June when the budget would be passed. It would then go to the various State departments and they would then do their figuring before passing the numbers on to counties most likely at the end of July.

D. Reports from Board Approved Committees/Activities

Ms. Benz Medin reported the full AODA Coalition met on May 14. Action team reports were presented along with Coalition news and updates. New Business Champions include the Stevens Point Journal, Portage County Gazette, and County Market. The Battle of the Bands and the Alliance for Youth both received funds. Work continues on applying for a federal grant. The beer tax issue is also being worked on. AODA funds for schools has been eliminated.

Ms. Benz Medin reported the AODA Executive Committee met on 5/26. The 501c3 and summary for a fiscal agent are still be worked on. The 24/7 drop off for old or unneeded prescription medications is available at the police department. Plover is looking into a drop off location as well. Spectra Print has agreed to print the annual report. A recognition of members who have served for five years is being looked at. Mr. Przybelski stated the 501c3 issue is facing a time crunch since a decision is hoped to be reached by the end of the month.

Ms. Benz Medin reported 132 children were served in April, 90 in May, and 48 children to date in June at Wally J's Place to Play child drop-off center.

Dr. Numsen reported on the Family Support Program meeting. The Achievement Center has moved. There were 43 funding plans completed which committed \$48,000. This leaves \$8,000 remaining with \$1,000 in reserve. There are currently 36 people on the waiting list for this program.

Mr. Radtke reported on the Comprehensive Community Services meeting. There were only three members present. This was the first meeting since January. There are currently 21 children enrolled and 9 adults. No COP reserve funding is available. It is hoped the Peer Specialist aspect of the program will be implemented soon. This will allow us to gain \$3 for every \$1 spent.

Ms. Dodge reported one child was reviewed for the Permanency Planning Reviews. This is a 15 year old female who has been suicidal. The mother has AODA issues. The girl was withdrawn but has been functioning better. She still needs to develop her social skills. She is doing well in school. She wants to have no contact with her mother. Currently she is in a Level 2 foster home and a decision needs to be made whether or not to relocate her to a less restrictive placement which could cause setbacks in her condition.

- E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. PROGRAM ISSUES

A. Presentation on Portage County Project Lifesaver Program

Ms. Pierce-Johnson stated this program came about due to concerns parents of children with autism as well as families who have relatives with Alzheimer's having wandering issues. In June 2007 an individual from Wood County wandered from home and was found five days later but unfortunately was deceased. A team of partner agencies worked on starting this program in Portage County. Grants and private donations were sought to raise the \$16,000 needed to get the equipment and training. Two days of training were given to the police departments on how to use the equipment. Portage County has six locators available for use if an individual in the program wanders. Currently it costs about \$1,500 per hour to search for an individual. On average, it takes about 30 minutes to find an individual using the locators. There are 14 transmitters available. The first individual was enrolled April 21, 2009. There are currently six children and one adult enrolled in the program. Parents and family members are required to test the equipment daily. The batteries are checked monthly by law enforcement. Mr. Check asked if there is a fee to be enrolled. There is a \$15 per month fee. Funds can be waived or reduced based on ability to pay. Mr. Krogwold questioned the range of the locators. There is a one mile radius on the ground and a three mile radius in the air. Currently there is no way to track from the air. Mr. Patton suggested contacting the Civil Air Patrol for assistance with this. In addition, if an individual in another county goes missing or if a family member equipped with the transmitter goes missing when out of county, there is a 911 call placed. They need to provide the

dispatcher with the frequency number. If the county has the program, they can then use their equipment to find the individual. In addition, we can also go to other counties and use our equipment if assistance is requested. There is eligibility criteria needed to be met to be enrolled in the program. A concern regarding wearing the transmitter on the wrist was raised with some children and adults. Thus far, wearing the transmitter on the ankle has alleviated this concern.

III. FISCAL ISSUES

A. Presentation/Discussion on Approve Vouchers

There will need to be action take on these vouchers since they are for May and the new policy doesn't take effect until June. As such, his agenda item will be postponed until the next meeting.

B. Discussion/Action on Homeless Prevention and Rapid Re-Housing Program Grant

Mr. Riggerbach stated currently there is \$229,106 available over a two year period through the federal stimulus project. These funds are available to Portage County but must be applied for. There are several agencies interested in participating in this program. These funds will be used to assist with housing. Currently the Housing Network Program provides funds for one month of rent or a security deposit, if approved. Operation Bootstrap provided \$36,000 for housing. There were 204 approved requests and 188 denied requests. There were 160 approved requests and 151 denied requests for utility assistance totaling \$150,000. Reasons for denial were no funds available or an inability to repay the funds. A letter of intent was submitted due to the timeline of when it needed to be submitted. There is 4% of administration funds available as well which will cover accounting costs. The application needs to be submitted by June 19. A discussion will be held with the interested programs to see how the funds would be split. A motion was made by Mr. Patton and seconded by Ms. Benz Medin to approve the submission of the grant application. Motion carried.

C. Discussion/Action on Resolution for a Change to a Contract over \$100,000

Mr. Przybelski stated this is just a change to a contract to secure two beds for crisis placements. A motion was made by Mr. Krogwold and seconded by Mr. Patton to approve the resolution. Motion carried.

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IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills. The Child Welfare Supervision position has been posted.

V. NEXT MEETING

The next meeting is scheduled for June 23

VI. ADJOURNMENT

The meeting adjourned at 5:58 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
June 23, 2009

Present

Jeanne Dodge
Sandy Benz Medin
Jim Clark
Lonnie Krogwold
Richard Bishop
Doug Radtke
Gene Numsen
Ron Check
Tony Patton
Perry Pazdernik

Excused:

Brian Kurzynski

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jim Riggerbach, Children and Family Services Coordinator; Teresa Kovach, Child Welfare Supervisor; and Ross Dick, Juvenile Detention Center Administrator.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of June 9, 2009

A motion was made by Mr. Krogwold and seconded by Ms. Benz Medin to approve the minutes. Motion carried.

B. Correspondence

Mr. Przybelski stated Portage County is in a consortium with Adams and Wood Counties to provide W2 services. Wood County is the fiscal agent. Every two years the State provides a contract for W2 services. The consortium has the right of first refusal. As such, a letter of intent to continue the services will be sent out by Wood County to the State.

Mr. Radtke informed the Board that the Oneida, Vilas, and Forest County consortium had an executive director. Due to problems in the system, the contract was bought out. A work group was created in Oneida County with had a \$100,000 study completed. Mr. Radtke questioned if a copy of this document could be obtained.

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C. Director's Report

Mr. Przybelski introduced Teresa Kovach who has been hired as the Child Welfare Supervisor. Ms. Kovach has worked for 16 years in child protective services, serving the last seven years as the lead worker.

Mr. Przybelski stated a change will occur in our immunization clinics. Currently every Tuesday and Friday, immunization clinics are held in the Gilfry Building. The change will occur in the outlying areas. Almond will now have clinics on the third Monday in April and October from 3:00 to 5:00 p.m. Amherst will have clinics the fourth Monday in April and October from 3:00 to 5:00 p.m. Clinics in the building are full. It is hoped the change in the times in Amherst and Almond will allow better access to the clinics for the public.

D. Reports from Board Approved Committees/Activities

Mr. Clark attended the CAP Services meeting. Some recipients have not been paying their bill back. Currently they are being asked to at least pay the interest. About \$161,000 was wrote off. An audit will be held tomorrow with a report forthcoming.

Ms. Benz Medin attended the AODA Social Marketing meeting. The ice cream social will be held at the soccer fields on July 14. The annual report was distributed. Bus ads as well as other media will be used for the campaign.

Ms. Benz Medin reported 95 children were served to date at Wally J's Place to Play.

Ms. Dodge attended the Permanency Planning Review meeting. One child was reviewed. This is a 14 year old youth placed at Homme Home. He has not shown a lot of progress. He has compulsive sexual issues, inappropriate behavior, ODD, ADHD, and is bipolar. He has been verbally and physically abusive to staff. The goals still remain reunification or long-term foster care placement.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. FISCAL ISSUES

A. Discussion/Action to Approve Vouchers from May 2009

Mr. Przybelski stated the regular accounts total \$125,083.43 and the high cost total \$40,346.89. They include voucher numbers 20090320 for \$34,023.32, voucher number 20090322 for \$85,952.48, voucher number 20090336 for \$6.50, voucher number 20090338 for \$4,169.88, voucher number 20090345 for \$225, and voucher number 20090346 for \$649.30. Pre-authorizations total \$981.95. In addition, adult substitute care totaled \$39,421.89. Portage House includes voucher number 20090318 for \$1,354.29. Mr. Check questioned the mileage paid to families. This is part of the MA mileage and is paid for through state funds. A motion was made by Mr. Krogwold and seconded by Mr. Check to approve the vouchers. Motion carried with Mr. Radtke abstaining.

B. Discussion/Information on Vouchers for June 2009

Mr. Przybelski reported due to Executive Order the County Executive will review the vouchers, forward them to Finance, and then they will be returned to this Committee for review. Currently no vouchers have been received as of yet. Mr. Radtke questioned if this is a written policy. Mr. Przybelski reported he hasn't seen a written policy as of yet, this information was contained in Executive Order #3.

III. PROGRAM ISSUES

A. Update/Information on Juvenile Detention Center

Mr. Dick handed out additional information on the Juvenile Detention Center showing trends over the years. The Center opened in July 1995. Federal funds were used for the start-up with revenues offset by other counties. Funds were derived from annual contracts with other counties to secure beds. This totaled \$41,975 a year for a bed. In the last 2-3 years some contracts have been dropped. The cost for the facility is about \$700,000. On average about four youth are served in the Center. Some are repeat offenders. Some youth will serve up to 10 days while others will serve one day. Two factors are impacting on the Center; they include the change in the State in 1998 to treat 17 year olds as adult offenders and Marathon County opening up their own detention center. The average cost of a bed is \$140 per day with the state average being about \$155 per day. Surrounding facilities are about \$150 per day. There are 16 detention centers in the

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State. If there is no center in Portage County it would cause disruption for the Sheriff's Department since they will need to "babysit" the youth while a bed is found. In addition, patrol officers will need to transport the youth and this could result in call in time with overtime needing to be paid to the officer. If youth need to be transported, social workers will need to be called in to complete the necessary paperwork prior to transporting the youth. Currently, the youth can be placed at our center and the paperwork can be completed the next day. Mr. Przybelski stated by contract employees receive two hours of call time plus door-to-door compensation and mileage. Our center has the capacity to house 14 youth. There needs to be one supervisor for each sex of juvenile. Staff needs to be presented 24 hours a day, seven days a week. Mr. Przybelski stated a lot of the youth placed are there for 72 hour holds due to violation of court conditions. Ms. Dodge stated the center was developed without the intent to generate revenue. It was developed to create less disruption and offset bed rental costs. Ms. Dodge stated the study group has recommended we include juveniles in the justice center.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

V. NEXT MEETING

The next meeting is scheduled for July 14.

VI. ADJOURNMENT

The meeting adjourned at 6:10 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
July 28, 2009

Present

Jeanne Dodge
Brian Kurzynski
Sandy Benz Medin
Jim Clark
Lonnie Krogwold
Richard Bishop
Doug Radtke
Ron Check
Perry Pazdernik

Excused:

Tony Patton
Gene Numsen

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jim Riggerbach, Children and Family Services Coordinator; Amy Marcott, Community Programs Coordinator; and Faye Tetzloff, Health Officer.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. **MINUTES, GENERAL REPORTS, AND COMMENTS**

A. Approval of Meeting Minutes of June 23, 2009

A motion was made by Mr. Clark and seconded by Mr. Check to approve the minutes. Ms. Dodge stated page 4, first paragraph, last sentence needs to state "as a result of the 2005 study of the justice center." Mr. Radtke stated page 1, item B, second paragraph, needs to state "... consortium had released the executive director." Motion carried. Mr. Przybelski stated he has sent Mr. Radtke the 103 page study he had requested.

B. Correspondence

Mr. Przybelski received a letter from the Chair regarding the closing of the mental health clinic. The plan is to close only the psychological services portion of the clinic, the psychiatric doctors would remain. A meeting date in late August or early September is planned to meet with other providers to set a plan in place. In addition, other benchmarks are being set as to when to discontinue new referrals for those with insurance and for those without insurance. It is anticipated that a savings will occur with the closing of this clinic.

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C. Director's Report

Mr. Przybelski stated a six month status report will be presented at the next Board meeting. There is now some understanding of the Governor's budget. Some funding was put back into the budget. The mobile crisis program is anticipated to be accomplished.

In addition, Chapter 51 law change was passed. This relates to emergency detentions. Any detention must now be approved by the county or designee. Ms. Marcott stated this is where the mobile crisis unit will come into play. The change to the law occurred effective June 30, 2009. It is hoped we will be able to divert inpatient stays to more less restrictive placements such as a crisis home or other placement.

Mr. Radtke stated during a town association meeting Mr. Maslowski said department heads will be meeting tomorrow regarding the budget. Mr. Radtke stated he would like to see the various department boards have more input and discussion regarding the budget. In addition, the comment was made during the association meeting that no funds would come from reserves to cover deficits. Mr. Przybelski stated the Stevens Point Journal called him regarding his opinion on using reserves to cover deficits. Mr. Przybelski indicated that the decision to use reserves will be made by the County Executive and County Board.

D. Reports from Board Approved Committees/Activities

Ms. Benz Medin attended the AODA Executive Committee meeting. The Okray Foundation has donated \$2,000 to the drunk driving campaign. TravelGuard will also be donating funds to this campaign but the amount is not known yet. In addition, turning over unused drugs and medications over to the Friends of Haiti program is being looked at. The 501c3 issue continues to be worked on. The AODA Coalition may couple with the Justice Works 501c3.

Ms. Benz Medin attended the 2-1-1 Community Support meeting. Work on the book continues.

Ms. Benz Medin attended the ice cream social hosted by the AODA Coalition. There was a great turnout with all of the ice cream bars and educational material being distributed.

Ms. Benz Medin reported 107 children were served at Wally J's Place to Play as of July 23.

Mr. Clark attended the CAP Services meeting. The audit was reviewed. Favorable remarks were received. The financial committee reviewed the audit and approved it. A 23 unit facility is being constructed in Waupaca and 18 units are already spoken for. This facility is anticipated to be open soon.

Mr. Radtke attended the CCS meeting. Difficulty meeting budgets was discussed. There is a possible slight increase being anticipated. A detailed discussion of the COP program which has been folded into CCS will be held at the next meeting.

Ms. Dodge attended the June permanency plan review. Four children were reviewed. One was a 15 year old male who has essentially parented himself for many years. He is learning disabled. He does become disrespectful, unmotivated, and defiant with the foster father is gone from the home. His mother is refusing to comply with services. Another 15 year old was reviewed. The child has been in foster care for nine years due to neglect and abuse issues. There are mental health issues with this child. A 7 year old girl was reviewed. Termination of parental rights is being pursued. The foster parents are interested in adopting the child. The mother is involved with the adoption as well. The last review was to be on a 15 year old female who is currently on the run. The mother is currently in jail. It is believed the child is with her father but unfortunately they are constantly moving around and cannot currently be found.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. FISCAL ISSUES

A. Discussion/Information on June Vouchers

Mr. Przybelski stated the regular accounts total \$492,271.69 and the high cost total \$296,172.18. They include voucher numbers 20090359 for \$37,359.07, 20090361 for \$36,477.31, 20090362 for \$49,031.65, voucher number 20090392 for \$176,664.18, voucher number 20090395 for

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\$22,749.62, voucher number 20090393 for \$103,417.53, voucher number 20090418 for \$250, voucher number 20090423 for \$1,551.73, voucher number 20090429 for \$39,320.78, voucher number 20090434 for \$45,029.26, voucher number 20090449 for \$49.86, 20090461 for \$37,457.95, voucher number 20090463 for \$86,212.52, and voucher number 20090464 for \$109,978.76. Pre-authorizations total \$2,316.95. In addition, adult substitute care totaled \$38,576.70. Purchases totaled \$3,023.09. Portage House includes voucher number 20090453 for \$1,776.26. A motion was made by Mr. Radtke and seconded by Ms. Benz Medin to place the vouchers on file. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Information on Second Quarter Statistics

Mr. Riggerbach reviewed the Children and Family Services statistics. Youth and Family Services referrals are up. Child Protective Services investigations are down. The children in substitute care went up a little with the bulk in foster care placement. New applications to Economic Support are down. The State has a new Medical Assistance program, BadgerCare Core Plan, for childless adults. This program is centralized in Madison. In addition, food stamp and family planning waiver programs are now also centralized in Madison. The active caseload continues to increase. A \$60 processing fee is charged for BadgerCare Core Plan. The creation of a fund to help pay this fee is being looked at. In addition, the State is looking to cap the number of applications it will take. Mr. Radtke questioned why the fraud recoupment is down. Mr. Riggerbach stated it depends on the cases being referred. Mr. Przybelski stated the State will be eliminating its fraud allocation in the next budget which means that counties would have to pay for the position themselves.

Ms. Marcott reviewed the Community Programs statistics. Psychological referrals are down due to the clinic closing and the retirement of a clinician at the end of 2008. Emergency detentions are down a bit. High cost inpatient stays are concerning. Due to St. Michael's Hospital being full or not able to take some individuals, several placements at Winnebago had to be done. The cost at Winnebago is \$1,007 per day for the first three days and then \$807 per day thereafter. The cost at St. Michael's is \$615 per night. Supervised visitation has increased somewhat. The mobile crisis team is close to being a reality. There is currently a team in Marathon, Lincoln, Waushara, and Sheboygan counties. The set-up of these teams is being looked at for use in Portage County. The voucher program is being finalized

for the mental health clinic.

Mr. Radtke questioned what the function of the mobile crisis team would be. Ms. Marcott stated law enforcement would contact this team in an emergency detention would need to be done. The team would then review the case. In some cases they may be able to divert the situation by talking to the individual to calm them down or make a placement to a crisis bed rather than doing an emergency detention.

Ms. Tetzloff reviewed the Health statistics. Public Health will be vaccinating up to 16,000 children twice in two months in the schools. This is due to the H1N1 virus. Time is being spent on an active TB case that moved here from Texas. A nurse must go in daily to watch the person take their medications. The new WIC Way program goes into effective on August 1. An updated will be presented to the Board once this has been in effect for at least a month so that feedback from the clients can also be reported. Ms. Tetzloff distributed handouts regarding Lyme disease. The western half of the state has a lot of Lyme disease. Portage County physicians are aware of what to look for when dealing with Lyme disease and are testing for it. The CDC change the definition in 2007. The flow chart used to define Lyme disease was reviewed. Only those cases with a blue box are reported. Those with red boxes mean they are not a case. Those with yellow boxes are suspect cases. When rate of Lyme disease in the northern region are compared, Portage County is fifth in the number of cases.

B. Discussion/Action on Resolution Regarding Support for Assembly Bill 287 and Senate Bill 209 to Increase Tax on Fermented Malt Beverages

Mr. Przybelski stated this is a co-sponsored resolution by the Legislative Committee and the Health and Human Services Board. Mr. Krogwold voiced concerns regarding the funding being lost as it was for the tobacco funds. The increase on the tax would be from \$2 per barrel to \$10 per barrel. The bill indicates the funds go for alcohol abuse and law enforcement. The bill does not address the District Attorney's offices. Mr. Kurzynski questioned if this resolution is the same as the previous resolution passed by the County Board. Mr. Radtke stated this resolution address the health and police portion of the bill. A motion was made by Mr. Radtke and seconded by Mr. Clark to approve the resolution. A roll call vote was taken with all voting aye except for Mr. Check, Mr. Krogwold, and Mr. Pazdernik who voted nay.

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IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the child protective services worker vacated by Teresa Kovach when she took the supervisor position has been refilled internally. The newest vacancy, a CSP dispositional worker, will need to be filled.

V. NEXT MEETING

The next meeting is scheduled for August 11, 2009.

VI. ADJOURNMENT

The meeting adjourned at 6:25 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
August 11, 2009

Present

Jeanne Dodge
Tony Patton
Brian Kurzynski
Gene Numsen
Sandy Benz Medin
Jim Clark
Richard Bishop
Doug Radtke
Ron Check
Perry Pazdernik

Excused:

Lonnie Krogwold

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jim Riggerbach, Children and Family Services Coordinator; and Jenni Jossie, Financial Director.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. **MINUTES, GENERAL REPORTS, AND COMMENTS**

A. Approval of Meeting Minutes of July 28, 2009

A motion was made by Mr. Patton and seconded by Mr. Check to approve the minutes. Ms. Dodge stated page 1, section IB, first sentence should be clarified that the letter was from the County Board Chair. Mr. Radtke stated that on page 5, second paragraph, that Ms. Tetzloff was showed a table he got from the Wisconsin Department of Health Services regarding lyme disease. In 2007 Portage County had the largest number of lyme disease in the state. We increased from 56 in 2004 to 147 in 2007. The data that was distributed by Ms. Tetzloff does not agree with these statistics. An email was sent to Ms. Tetzloff. On July 30 he received a response stating that the SIEP epidemiologist is Diep Johnson. To date he has not heard back from Diep Johnson. Mr. Radtke would like to see the Board discuss in detail how to inform citizens regarding lyme disease to make sure they know the symptoms to look for. Mr. Przybelski stated it may be possible to get the epidemiologist here to speak to the Board. Motion carried with the requested changes.

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B. Correspondence

Mr. Przybelski received a letter from Judy Bablitch regarding concerns she has with the closure of the mental health clinic. The letter was also sent to Mark Maslowski, the Health and Human Services Board, and the County Board. Ms. Dodge suggested possibly contacting Ms. Bablitch regarding her concerns and other possible ideas regarding the budget constraints.

Mr. Przybelski informed the Board of the school district informational meeting coming up on August 25 at 7:30 at the SPASH Library. They will be talking about the budget and other concerns.

C. Director's Report

Mr. Przybelski reported the BadgerCare Plus Core program for childless adults requires a \$60 application fee. Many individuals are not able to pay this fee. The Department will be exploring ways to get grants to help pay for this application fee. The amount being looked at is \$3,000 which would help many individuals apply for coverage.

Mr. Przybelski stated the Ad Hoc Committee of the Justice Coalition will be holding a meeting on August 20 at 4:15 p.m. at the Aging and Disability Resource Center in Conference Room C to discuss the juvenile detention facility.

Mr. Radtke questioned when the Board members will be involved with the budget process. Mr. Przybelski stated he just received the budget guidelines. Some ideas have been outlined already. Meetings will begin with the management staff next week. Ms. Dodge suggested Board members to contact Mark Maslowski regarding the budget. Ms. Jossie stated the budget will be presented to the County Board on October 6. On October 20 a budget review and comment time will be available. On October 26 the budget will be forwarded to the Finance Committee. Mr. Clark stated an explanation of the various reserves will be held at the Finance Committee meeting on Monday, August 17. Mr. Riggerbach commented the staff is angry and worried about the upcoming possible cuts. During meetings held with the staff, Mark Maslowski promised the staff that the cuts would be shared county-wide, not just with this Department.

D. Reports from Board Approved Committees/Activities

Mr. Clark attended the CAP meeting. Financially they are doing very well. Investments in businesses are leveling off. Some land was purchased on Georgia Street and two low income housing units will be built by the SPASH Builders. The business started up in Plover will bring in 97 jobs to begin with and anticipates within a year 200 jobs will be available.

Ms. Benz Medin attended the AODA Social Marketing meeting. The drunk driving campaign will be kicked off during the Harvest Fest event. The new posters are now on the inside of the city buses. Public Service Announcements will be made by John Charewicz and Jeff Morris. The 24/7 medication drop off is being utilized as reported by the newspaper.

Ms. Benz Medin reported 153 children were served at Wally J's Place to Play in July and 45 to date in August.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. FISCAL ISSUES

A. Discussion/Action to Place July 2009 Vouchers on File

The regular accounts total \$144,991.03 and the high cost total \$146,531.20. They include voucher numbers 20090494 for \$34,025.64, 20090495 for \$31,679.60, 20090496 for \$78,934.38, and 20090511 for \$429.65. Adult substitute care totaled \$38,576.70 and children's substitute care totaled \$107,304.50. Pre-authorizations total \$571.76. Portage House pre-authorizations totaled \$2,173.61. A motion was made by Mr. Clark and seconded by Mr. Bishop to place the vouchers on file. Motion carried.

B. Discussion/Action on First Six Month Budget Status Report

Ms. Jossie distributed the report. The regular accounts were reviewed. The Administration/Business Services division is anticipating a savings due to a retirement. Public Health anticipated deficit is due to license fees being lower than anticipated. In addition, school health revenues have decreases.

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Expenses are showing a slight savings due to a vacant position. Community Programs is show a deficit in the revenues but staff savings due to a vacant position in the mental health clinic as well as contract lines in the CCS program are reflecting expense savings. Children and Family Services reflect a shift in funding due to the OJA truancy abatement grant. In addition the reorganization of the division caused a vacancy in the first six months and the position filled in the second six months. Due to a change in the state reporting there are now two Community Aids lines that must be reported separately. Overall there is a surplus of \$133,119 anticipated at this point in time. The status of the regular accounts will be more defined at nine months.

The High Cost accounts reflect a decrease in payments in the SMI Residential Services account. The Inpatient/Chemical Dependency accounts are on track at this time. The Inpatient/Mental Health account is showing a loss due to more and longer stays at Winnebago. Substitute Care expenses are on track. Revenues are showing a large increase due to the large amount of Youth Aids to the county. We had budgeted \$175,000 but had received \$540,000 in Youth Aids. The General Assistance budget remains open due to payments being received from those that received General Assistance payments when the program was available. Overall the high cost accounts are not showing any need for contingency funds. A surplus of \$130,000 is anticipated at this point. A motion was made by Mr. Bishop and seconded by Mr. Check to accept the report. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Action on Resolution Regarding Homeless Prevention and Rapid Rehousing

Mr. Przybelski stated these funds are available from the federal stimulus packages passed to the states and then down to the counties. The Department applied and received a grant in the amount of \$229,106 over two years. The resolution is to accept the grant as well as to make the budget adjustment. No county match dollars are needed for this grant. The majority of the funds will go to supplemental programs administered by Energy Services, Legal Action of Wisconsin, CAP Services, Operation Bootstrap, and Salvation Army. The funds will be used to help one time with rent or security deposit. Those receiving the funds must show self sufficiency to maintain paying their rent. A motion was made by Mr. Clark and seconded by Mr. Bishop to approve the resolution. Motion carried.

B. Discussion/Information: Out-of-Home Care Report

Mr. Riggerbach reported the report is from April 1 through July 31. There were 13 children placed in care, eight moved within the various placements, and three returned home or aged out. The comparison from March to July is as follows:

	March	July
Foster Care	28	27
Treatment Foster Care	4	2
Group Care	2	4
Residential Care	7	7
Corrections		3
Court Ordered Kinship		7
Non-Court Ordered Kinship		27

Mr. Riggerbach gave an overview of the variety of placements and movements within the out-of-home care system.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the child protective services investigator was filled internally which created a vacancy in a child protective services dispositional worker which has also been filled internally. This now leaves a comprehensive community services social worker position vacant. In addition, an environmental health specialist will also be vacated due to the staff taking a position in Madison.

V. NEXT MEETING

The next meeting is scheduled for August 25, 2009.

VI. ADJOURNMENT

The meeting adjourned at 6:20 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
August 25, 2009

Present

Jeanne Dodge
Lonnie Krogwold
Tony Patton
Brian Kurzynski
Gene Numsen
Sandy Benz Medin
Jim Clark
Richard Bishop
Doug Radtke
Ron Check
Perry Pazdernik

Excused:

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Jim Riggerbach, Children and Family Services Coordinator; and Lauri Rockman, AODA Coalition.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of August 11, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Check to approve the minutes. Mr. Radtke questioned if the epidemiologist will be able to speak to the Board regarding Lyme disease. Mr. Przybelski stated he is and will be scheduled on a future meeting. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the Juvenile Detention Center discussion was in the paper. Another meeting will be held on September 18 to continue the discussion. An estimation of the cost to the Department if juveniles need to be transported will be developed as well as an estimation of costs if the Center remains in Portage County. Ms. Dodge commented she has received calls regarding the massive reserve the County has that could be used for this and to save programs such as the Mental Health Clinic.

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Mr. Clark questioned the age range of juveniles in the center. Mr. Przybelski stated they are 12 to 16 years of age. Mr. Radtke questioned who makes the decision to place a juvenile in detention. Mr. Przybelski stated both law enforcement and the department social worker have input on a placement. These are looked at on a case by case basis.

Mr. Przybelski stated due to the WCA conference, the County Board meeting has been moved to September 22. This would be when our department would hold its Board meeting to review the budget. A discussion occurred regarding holding our Board meeting on a different date. It was decided the meeting will be held on Monday, September 21, at 5:00 p.m. to review the budget.

D. Reports from Board Approved Committees/Activities

Mr. Clark attended the CAP meeting. Clark County has requested assistance to build a living facility like the one in Waupaca County. This will be put before the CAP Board for approval. Investments will be looked at to see how they are doing.

Ms. Benz Medin attended the AODA Social Marketing meeting. The new campaign was discussed. A meeting was held with the Stevens Point Journal regarding the new campaign.

Ms. Benz Medin reported 141 children were served at Wally J's Place to Play to date in August.

Ms. Dodge attended the permanency planning reviews for August. Four children were reviewed. One was a 6 year old boy who was living with his father. Drugs were found in the residence. It is hoped the child will be returned to his father. The second was a 15 year old boy who has been in the system for four years and has been at 15 different placements. His father is deceased and his mother has mental health issues. He is doing well at Rawhide and it is hoped he will be returned home. A 16 year old male who has been physically aggressive and failed school last year is in placement. He has terrorized his family. The last was a 15 year old boy with schizophrenia. His mother has moved to Minnesota. A placement was found for him in Minnesota but Minnesota refuses to take the case. His father is deceased. It is hoped that reunification will take place within the next six months.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. PROGRAM ISSUES

A. Discussion/Information on 2008 AODA Coalition Annual Report

Ms. Rockman distributed copies of the annual report and newsletter. The Coalition has been around for five years. There are 90 members on the Coalition. There are five action teams. The Policy and Environmental Change action team conducts the compliance checks. In 2005, 60% of the establishments in Portage County were compliant. In 2008, this has increased to 87%. In addition a video for taverns on basic training for bartenders was developed, best practices were established, social host liability materials were created, and the prescription drug awareness campaign was developed. Four more rural events will be held in the fall, Stevens Point has a 24/7 drop off at the Sheriff's Department, and a take back event is planned in the next week or two in Plover. The Social Marketing team hold educational outreach events. They work on the new campaigns and the newsletter. In addition the breathalyzer pilot in bars was developed. 70% of the individuals who were over the legal limit didn't drive due to having the breathalyzer available to check their blood alcohol level. The Community Resources team is working on personalizing a resource directory for Portage County for parents and children regarding various issues including alcohol and drug abuse. The Evaluation team sets and monitors the goals and objectives set by the Coalition. In addition they also do community assessments. The Membership team trains new members to the Coalition.

Mr. Patton questioned what the budget is for the Coalition. Ms. Rockman stated it was \$24,000 and came out of the Health and Human Services budget when it first started. Now they receive \$11,000 from Health and Human Services, \$3,000 from Healthy People Portage County, and various sponsorships and grants from others. Mr. Check questioned if the Coalition is looking at recycling prescription drugs. Ms. Rockman stated Green Bay sends their drugs to third world countries. The Corporation Counsel is looking at recycling those drugs to those who cannot afford them. Mr. Radtke stated Donna Seidl is pressuring the legislature to make the first

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offense of drunk driving punishable with jail time. Mr. Radtke questioned if there is any indication of a secondary market out there for juveniles to access alcohol. Ms. Rockman stated the statistics show that most juveniles get their alcohol from their parents or older siblings.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$91,106.06 and the high cost total \$215,804.70. They include voucher numbers 20090515 for \$1,860.47, voucher number 20090543 for \$10,742.28, voucher number 20090545 for \$93,029.71, voucher number 20090546 for \$600, voucher number 20090554 for \$5,100, and voucher number 20090544 for \$44,378. Pre-authorizations totaled \$1,375.59. Adult substitute care totaled \$42,413 and children's substitute care totaled \$107,411.71. Pre-authorizations total \$571.76. Portage House includes voucher number 20090360 for \$170, voucher number 20090398 for \$846.81, voucher number 20090493 for \$155.90, and voucher number 20090542 for \$672.96. A motion was made by Mr. Patton and seconded by Ms. Benz Medin to place the vouchers on file. Motion carried.

B. Discussion/Action on Resolution Regarding Authorization for 2009 Contracts Over \$100,000 and Amending the Existing Authorization for 2009 Purchase of Service Contracts Over \$100,000

Mr. Przybelski stated this resolution reflects a new contract with Ethan House and the Energy Services contract increase. A motion was made by Mr. Clark and seconded by Mr. Patton to approve the resolution. Motion carried.

C. Discussion/Action on Agency Contracts Between \$25,000 and \$99,999.99

Mr. Przybelski stated per ordinance only the HHS Board needs to approve these new contracts. There is placement of one individual at Trempeleau as well as a child placed at each the Coulee Youth Center and Rawhide. The amount shown is the balance for the year. A motion was made by Mr. Clark and seconded by Mr. Check to approve the contract. Motion carried.

D. Discussion/Action on Approval to Apply for Special Allocation Grant from United Way

Mr. Riggerbach stated this grant would be used to help individuals with the \$60 application fee for BadgerCare Plus Core. This is the insurance that is available to childless adults. Mr. Patton questioned if there is a premium individuals need to pay each month. Mr. Riggerbach responded there is no monthly premium for childless adults but there is for children and higher income individuals. To be eligible for this payment the individual needs to be below \$676 per month. It is hoped these funds would be available for one year and is anticipated to help about 50 individuals. A motion was made by Mr. Check and seconded by Mr. Radtke to approve the grant request. Motion carried.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski said there were no position refills. There were four candidates interviewed for the business manager position and anticipates this to be filled soon.

V. NEXT MEETING

The next meeting is scheduled for September 8, 2009.

VI. ADJOURNMENT

The meeting adjourned at 6:00 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

**MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
September 8, 2009**

Present

Jeanne Dodge
Lonnie Krogwold
Tony Patton
Brian Kurzynski
Gene Numsen
Sandy Benz Medin
Jim Clark
Richard Bishop
Doug Radtke
Ron Check
Perry Pazdernik

Excused:

Also Present: Dawn Grasamkee, Recording Secretary; and Ray Przybelski, Director.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of August 25, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Patton to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the department is helping the State with the BadgerCare Core work. Through August 165 hours have been put in for this work. The contract has been extended through the end of October. These hours are all overtime for the staff. The State is reimbursing the department for this work.

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Mr. Przybelski stated the next meeting scheduled for September 21 will be an overview of the budget. The budget has been submitted to Mark Maslowski on Friday. There is a 8.9 FTE position reduction. The high cost accounts are balanced while the regular accounts have a slight deficit. It is hoped that the deficit being experienced will be shared across the county as Mr. Maslowski stated in an earlier meeting with the staff.

Mr. Przybelski stated the next meeting could possibly be a joint meeting with the Human Resources and the Finance Committees. A resolution is being developed regarding the H1N1 virus. The resolution will allow funds from the contingency fund to be used if there is an outbreak. In addition, Human Resources polices will also be affected since employees will be told to stay home if they are sick. In addition, it is planned to vaccinate everyone 24 years and younger in the county. This policy will be effective for six months and only be used if an emergency is declared. More information will be available at the meeting.

D. Reports from Board Approved Committees/Activities

Ms. Benz Medin reported 70 children were served at Wally J's Place to Play to date in August.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public.

II. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$136,544.98 and the high cost total \$0. Due to the time of the vouchers no high cost payroll was done. They include voucher numbers 20090567 for \$467.28, voucher number 20090578 for \$47,484.57, 20090579 for \$31,679.60, voucher number 20090580 for \$55,544.45, voucher number 20090597 for \$500. Pre-authorizations totaled \$869.08. Portage House includes voucher number 20090569 for \$3,493.85 and pre-authorizations totaled \$1,396.64. A motion was made by Mr. Check and seconded by Mr. Patton to place the vouchers on file. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Action on On-Call Policy

Mr. Przybelski distributed an updated On-Call Policy. Mr. Przybelski stated the procedure is already being followed and this is just to place the procedure in writing. The eighth bullet point was added to clarify who is responsible for getting the pager and binder to the next on-call person. The reimbursement is already in the collective bargaining unit contract. Mr. Check questions who is responsible for a time slot if no one signs up. Mr. Przybelski stated the most senior staff member has the opportunity to take a vacant slot if they desire. If not, it will go down the seniority list until it is filled. This has not been a problem to fill the slots. All staff are required to take a week. A motion was made by Mr. Clark and seconded by Mr. Check to approve the On-Call Policy. Motion carried.

B. Discussion/Presentation on 2008 Annual Report

Mr. Przybelski distributed the 2008 annual report. The summary of the revenues and expenses were not available for the report as of yet. The report is a comprehensive look at programs. For example, on page 23, the Prevention of Child Abuse and Neglect program served 38 families with a high success rate. Outcomes were set for each program with the assistance of Gary Itzkowitz. The outcomes set are reasonable and measurable. If percentages are set and met, the following year they are increased. Mr. Bishop asked for a walkthrough on how someone receives SMI case management services. Mr. Przybelski stated this is case management for individuals with serious mental illness. We are involved via a referral from a physician, family member, or court. The individual must be diagnosed with a mental illness and must be willing to work with the team unless there is a court order. Unfortunately, we see new referrals who, at some point, stop taking their medications because they feel better. They do tend to relapse when they stop taking their medications and once again a referral is made. The goal of the team is to get the individual to their maximum level of functioning and to be as independent as possible.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski said there were no position refills. There is, however, a new business manager for the department, William Hannah.

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V. NEXT MEETING

The next meeting is scheduled for September 21, 2009.

VI. ADJOURNMENT

The meeting adjourned at 6:00 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

**MINUTES OF JOINT HUMAN RESOURCES AND HEALTH AND HUMAN SERVICES
COMMITTEE MEETING
Monday, September 21, 2009**

Present: J. Krems, T. Patton, J. Dodge, J. Clark, L. Krogwold, P. Pazdernik, R. Check, R. Bishop, G. Numsen, D. Radtke, B. Kurzynski, S. Benz-Medin

Excused: J. Zdroik

Others: M. Maslowski, P. Idsvoog, M. McKenna, B. Ward, J. Charewicz, J. Jester, C. Ottum, S. Curtis, D. Koca, A. Marcott, P. Smith, R. Williams, L. Williams, M. Weisbrod, D. De La Cruz, J. Bablitch, B. Saddison, J. Koeppel, J. Riggenbach, B. Rasmussen, E. Wojcik, S. Henske, K. Reifsteck, T. Kovach, M. Liberty, C. Spoto, M. Carrizosa, N. Stubiaski, B. Eggers, J. Lutz, K. Printz, M. Kaljinski, C. Bard, J. Kellerman, A. Brogan, W. Hanna

Staff: L. Belanger Tess, A. Streicher, R. Przybelski, F. Tetzloff, D. Grasamkee, J. Jossie, R. Heitzinger

Correspondence: None

Public Comments: There were no members of the public who wished to address the Human Resources Committee and Health and Human Services Committee on specific agenda items at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

Discussion/Possible Action re: Portage County Policy for Employees and Measures to Limit Symptoms or Exposure of Influenza A H1N1 (Swine Flu)

L. Belanger Tess stated the proposed policy would allow supervisors to mandate employees go home if they exhibit symptoms of H1N1. Ms. Belanger Tess stated concerns regarding the county mandating versus voluntary exclusion of the employee from the workplace have been expressed. She stated she has a proposed policy which makes exclusion from work voluntary with the option to mandate exclusion of employees. Ms. Belanger Tess suggested a joint meeting be scheduled for Monday, Sept 28, 2009 or Tuesday, Sept. 29, 2009 to research the issue of employee pay further.

F. Tetzloff gave background information regarding the development of the proposed policy to the Committees.

D. Radtke stated he feels the proposed policy is harsh with respect to employees. Mr. Radtke stated the legal issues need to be addressed prior to passage of any policy and that the policy should also include elected officials of the county.

J. Dodge asked how the proposed policy would affect the contracted service providers. It was discussed that contracted service providers have to be responsible for their employees.

T. Patton inquired as to the potential cost to the county. M. McKenna stated no additional costs would be incurred as the departments already budget for employee wages.

M. McKenna stated he prefers the mandatory nature of the proposed policy and that the policy would only kick in if the County Executive signs an executive order. He feels supervisors need the authority to exclude employees from work.

D. Radtke asked if there are any union contract concerns to address. L. Belanger Tess stated she sent the proposed policy to the union presidents and received questions back from one group.

L. Krogwold stated he thinks departments need the authority to exclude employees. While most employees would voluntarily exclude themselves, some would not.

J. Jossie stated as a fiscal note that no county money would be used for the proposed policy. The H&HS department has been offered grant money by the State and the resolution needs to be amended to accept the grant money.

Motion by R. Bishop, second by L. Krogwold to approve the Portage County Policy for Employees and Measures to Limit Symptoms or Exposure of Influenza A H1N1 (Swine Flu)

Motion by D. Radtke, second by T. Patton to postpone the motion to approve the influenza policy. Motion passed on voice vote. The agenda item will be postponed until Monday, September 28, 2009 at 7:00 a.m. when the Committees will meet again and will include the Finance Committee to consider adjusting the budget to accept the grant funds.

Motion R. Check, second by L. Krogwold, all ayes to adjourn.

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
September 21, 2009

Present

Excused:

Jeanne Dodge
Lonnie Krogwold
Tony Patton
Brian Kurzynski
Gene Numsen
Sandy Benz Medin
Jim Clark
Richard Bishop
Doug Radtke
Ron Check
Perry Pazdernik

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Bill Hanna; Business Manager; Jennifer Jossie, Finance Director; Dianne Koca, Office Manager; Teresa Kovach, Child Protective Services Supervisor; Jerry Koeppel, Youth and Family Services Supervisor; Amy Marcott, Community Programs Coordinator; Jim Riggensbach, Children and Family Services Coordinator; Faye Tetzloff, Health Officer; Erica Wojcik, Assistant Business Manager; PCHHSD Employees: Patricia Smith, Rick Williams, Marilyn Weisbrod, Barb Saddison, Barb Rasmussen, Sharalee Henske, Merry Liberty, Noalee Stublaski, Dannielle Eggers, Kari Printz, Marge Kalpinski, Catherine Bard, Jane Kellerman, Miriam Carrizosa, Amy Brogan; Collene Ottum, Finance staff; Daryll DeLaCruz, community member; Liz Williams, community member; Judy Babilitch, community member; Jeff Jester, OPEIU Local 95 president; Kim Reifsteck, Investigative Concepts; Cara Spote, Stevens Point Journal; and Jan Lutz, NAMI of Portage and Wood Counties.

The meeting was brought to order by Ms. Dodge at 5:40 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of September 8, 2009

A motion was made by Mr. Clark and seconded by Mr. Patton to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

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C. Director's Report

There was no report.

D. Reports from Board Approved Committees/Activities

Ms. Benz Medin reported on the AODA Coalition. The meeting included a celebration and acknowledgment of Board members who have served on the Coalition. In addition, AODA issues and other plans were discussed.

Mr. Radtke reported the CCS meeting has been canceled.

Ms. Dodge attended the Juvenile Detention Center meeting last Friday. A report on the Permanency Planning Committee meeting will be made at the next meeting.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

Judy Bablitch, Kim Reifsteck, and Jeff Jester all asked to speak on Agenda Item III.B.

II. PROGRAM ISSUES

A. Discussion/Action on Public Records Policy

Mr. Przybelski stated this policy is an update to reflect the changes made in the State budget regarding health records. The changes include a slight fee increase, certification of records, as well as the number of days to respond to a request. The regular public records fees are the same as the fees charged by the County Clerk's Office. A motion was made by Mr. Clark and seconded by Mr. Check. Motion carried with Mr. Radtke voting nay.

B. Discussion/Action on Purchase of Scanners for ES Staff

Mr. Przybelski stated this request is for 16 scanners to help make the Economic Support staff more efficient. The scanners will allow the staff to scan materials directly into the client record without needing to make a copy first. This is a one time expense. The estimate is \$12,800 for the scanners. The cost to the county would be \$6,400 since the State picks up half the

cost. In addition, the elimination of a 0.5 FTE position will save \$11,000. The state also covers half the cost of this position. In addition a cost savings of \$3,600 would be realized if copies are not made and the material is scanned instead. A motion was made by Mr. Clark and seconded by Mr. Check to approve the request. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$96,788.90 and the high cost accounts total \$158,232.92. They include voucher numbers 20090601 for \$516, voucher number 20090614 for \$820, voucher number 20090615 for \$88,271.09, and voucher number 20090616 for \$6,931.81. Pre-authorizations totaled \$250. Adult substitute care totals \$42,859.82 and children's substitute care totals \$115,373.10. There were no Portage House vouchers. A motion was made by Ms. Benz Medin and seconded by Mr. Bishop to place the vouchers on file. Motion carried.

B. Discussion/Presentation on 2010 Health and Human Services Budget

Mr. Przybelski stated there was a deficit from the State budget of \$600,000. The deficit amount was reduced to \$325,000 due to other funds being received. In addition, a deficit of \$200,000 for high cost mental health children's funds is also being realized. The creation of a mobile crisis unit will help with emergency response services for mental health situations.

To help with the deficit, the following areas were looked at for budget cuts. They included: four positions in the Mental Health Clinic (MHC), one Comprehensive Community Services (CCS) supervisor, a currently vacant Economic Support position, 0.4 FTE of a position in public health, the fraud contract, 0.5 FTE in a contracted position, a receptionist position that will be vacated due to a retirement this week, as well as one position in the W2 program. Some positions are eliminated due to the elimination of grant funds. Others are eliminated due to the loss of funds from the State to provide these services. The W2 Economic Support position may be only reduced to half-time since funds may be available from the Wausau Area Hmong Association to fund this position half-time.

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Mr. Clark questioned how the voucher process for the MHC is going. Mr. Przybelski stated this will only affect psychological services. The psychiatrists will still be providing services at this building. As of October 12 individuals with insurance will no longer be accepted as clients. As of November 1 the voucher process will be implemented. A meeting was held last week with private providers to inform them of the voucher process and see who would be interested in providing these services. Ms. Jossie stated a \$100,000 savings could be realized with the closing of the clinic. Ms. Dodge questioned what are other counties doing regarding these services. Mr. Przybelski stated some are still providing services in-house, others are contracting with providers, and yet others are doing a combination of both. Ms. Marcott spoke with 14 counties. Six are doing vouchers currently. Of these six, some are bringing the services back in-house. Ms. Dodge questioned if no shows will be an issue. Mr. Przybelski stated no shows will not be paid for.

Mr. Przybelski stated the loss of the Economic Support position is due to the reduction in state funding, BadgerCare Core (health insurance for childless adults), Family Planning Waiver, and FoodShare only cases for childless adults may alleviate some of the work done by the current staff.

Mr. Clark questioned if there is a priority to bring back any of these positions if the possibility exists. Mr. Przybelski stated the first priority would be to gain more psychiatry time, providing additional Prenatal Care Coordination services to reduce the existing waiting list, and the addition of Child Protective Services Dispositional Worker time.

Mr. Check questioned if the services being reduced or eliminated are mandated services. Mr. Przybelski stated some are dependent on the level of the service that needs to be provided.

Ms. Jossie went through the High Cost budgets. There was a 2% increase in tax levy allowed. The high cost accounts have a 2% increase. Trends were looked at to establish the budget. It is anticipated a large portion of the fund balance would be used to balance these budgets. The SMI and Chemical Dependency budgets are pretty stable. The Mental Health budget adds children services for placement in Winnebago and Mendota which had never been budgeted for before. The expense for the IMD Nursing Home is for a new placement. Children's Substitute Care has a shift in the Youth Aids figure. Placement estimates were worked on with staff. Mr. Riggerbach stated the addition of the Gateway Program and the PACT tool

has possibly helped to decrease expenses. The General Assistance budget is for a program that no longer exists but reimbursements from former recipients are still recorded here. Mr. Krogwold questioned what the remaining balance will be in the fund balance after applying it to the budget. Ms. Jossie stated approximately \$30,000 will remain.

Ms. Jossie went through the regular account budgets program by program. There were not much changes in some of the accounts. The Administrative Services budget salaries reflect the elimination of a receptionist position due to retirement. The Community Planning Council budget no longer exists. The Health Services Coordinator will have changes due to PHER funding which has been received. The Tobacco-Free Portage County Coalition budget reflects the elimination of part of the 0.4 FTE position since the funds are eliminated in 2010. The PH Preparedness/BT budget will also have additional PHER funds added to it. The Environmental Health budget reflects fee structure changes. The state has increased its fees and this budget reflects those new fee increases. Mr. Radtke questioned if there is any levy in this budget. Ms. Tetzloff stated there is a small amount which includes costs for the Health Officer position that are paid through tax levy. Ms. Jossie clarified that administrative overhead is built into the fees. Ms. Jossie stated children and family incentive fees have ended and some of that is reflected in the Public Health Nutrition budget. The allocation from the state is based on caseload and adjusted accordingly. The Prevention budget reflects the end of the Garrett Lee Smith grant but WI Partnership Program funds are a new grant for 2010. The Community Health budget includes prenatal, maternal child health, school nursing, and clinics. Mr. Radtke questioned how much tax levy is in the school nursing portion of the budget. Ms. Jossie stated she would get that information to Mr. Radtke. The Crisis Intervention budget includes the new mobile crisis unit. Ms. Marcott stated this will be starting in October. The budget is reflecting on call time which will be one hour Monday through Friday, three hours on Saturday and Sunday, and travel expenses. The Call Center is a new line item. These funds are currently used to pay the Family Crisis Center after hours services. Mr. Radtke questioned if the \$44,000 increase is from tax levy. These funds are a shift from another budget. The Jail Support Services budget shows a slight decrease in IDP program funds. Some line items for this position are in the Sheriff's Department budget. The CCS/CSP Supervisor budget reflects the elimination of the position. The SMI Case Management budget is for the Community Support Program social workers. Mr. Radtke questioned the decrease in travel expenses. Ms. Jossie stated funds were increased in 2009 due to the anticipated rise of gas. Since prices have decreased, the decision was made to decrease the travel

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expenses to reflect the IRS rate. The Outpatient Services budget is the mental health clinic. This reflects the closing of the psychological services portion of the clinic. The psychiatrist contracts remain and the voucher program was added to this budget. The AODA Chemical Dependency budget reflects an increase in AODA block grant funds from the federal government. 20% of these funds are required to be used in prevention. The Children Come First budget reflects three positions and one position be shifted to another division. The Children with Disabilities account reflects existing plans and services. Mr. Radtke questioned if the autism services in the state budget are reflected here. Ms. Jossie stated most are in here. The funds are only received when a slot is requested. Ms. Marcott stated there are some additional stimulus funds available for the birth to three program but there is no confirmation on the figures yet. The Child Welfare Services Supervisor is a new budget for part of 2009 and into 2010. This resulted when the reorganization was done in 2009 after the Economic Support supervisor retired. The Child Welfare Services budget reflects the additional time needed for ongoing services. Currently there are two staff. A half-time position will be taken from the delinquency staff and applied to this budget. Mr. Przybelski stated this is being looked at as a reorganization by Human Resources currently. The SS Support budget reflects the shift of emergency intervention to other budgets. The Children's Services budget reflects the elimination of TPR services. These are now done by Corporation Counsel. Kinship has been increased. Mr. Radtke questioned if this will help reduce the waiting list. Mr. Riggerbach stated most likely not. The funds must be used for court ordered kinship. Only those voluntary kinship requests are on the waiting list. The Juvenile and Family Services budget reflects the 0.5 FTE position being proposed to shift to Child Welfare Services. The FES Supervisor budget no longer exists due to the retirement last year. The Fraud budget reflects the elimination of the position. The state funding source has gone away. Ms. Reifsteck stated the program in Portage County is very good compared to other programs. There were 70 referrals for fraud in 2009 resulting in \$92,242.63 in claims. The state reimbursed 15% to the county. Nine citations were issued and these funds stay with the county. Third party liability claims totaled \$49,531.90. Ms. Reifsteck stated she does not know why the state feels fraud investigation is not important. Without a program in place there is no credibility or integrity in the program. Mr. Radtke questioned how much the loss is from the state. Ms. Jossie stated \$13,000 is being lost. In addition, funds were added from the county in 2009. Wood County shares this position with us and funds are lost from there as well. Mr. Riggerbach stated the Economic Support workers will take on some of the fraud duties. The IMW2 budget reflects the elimination of a currently vacant position as well as the Hmong population case manager

position being cut in half. The Wisconsin Works budget remains stable as this is a sum sufficient budget. Overall the property tax levy has been increased by the 2% guideline. WIMCR payments have gone up while Community Aids have gone down. Overall there is a \$40,407 deficit in the regular accounts. Mr. Przybelski stated this is the budget that was passed on to the County Executive.

Mr. Jester spoke regarding the budget. Mr. Jester has been an employee for 23 years and pays over \$5,000 per year in property taxes. He feels the general public has not been kept abreast of all the problems. At the State of Portage County address by Mr. Maslowski he stated no county positions were cut in 2009. There were five positions lost in the Health and Human Services Department in 2009. In addition, another 9-10 positions are being looked at in 2010 and the results is still a \$40,000 deficit. Mr. Maslowski attended meetings at this department where he promised the staff that the pain of these cuts from the state would be felt county-wide and not by just this department. If that is the case, how can any justification be made for the growth in Human Resources when staff are being eliminated and the growth in Corporation Counsel. Mr. Maslowski also stated he does not get a lot of help from the County Board. In addition the public is apathetic. He was also questioned about not using the reserve. Mr. Jester is encouraging the use of some of the reserve in this unprecedented times. The loss of the clinic will not aid the individuals were are trying to help. The Health and Human Services Department is in the business of providing help to individuals, not making profits.

Ms. Bablitch spoke regarding the closing of the mental health clinic. Ms. Bablitch suggested keeping the clinic open longer in order to better plan the transition to the private sector. In addition, more analysis is needed regarding closing the clinic, discontinuing the fraud program, and of course adding the desperately needed child welfare workers. A few years ago there was attendance at quarterly legislative meetings to discuss with the legislators the issues and concerns at the local level. Those have seemed to go by the wayside.

Mr. DeLaCruz spoke regarding the closing of the mental health clinic. He stated he has been a client and has found the mental health clinic to be very helpful for him. Without the clinic, he is afraid he will end up in jail again and allow his anger issues to surface along with his AODA usage. With the assistance of the clinic staff, he has remained AODA free, not in jail, and has been able to control his anger issues.

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Ms. Williams spoke regarding talking to the providers. It doesn't seem as though any private practitioners are standing in line to take over these individuals. The cuts being proposed do not seem in line with the agency's mission statement.

Mr. Przybelski stated meetings were only held last week with prospective providers and we are awaiting responses from them. As for the agency mission statement, we are continuing to provide psychiatric services as well as support to individuals through the Community Support Program.

Ms. Dodge stated any citizens can feel free to contact any of the HHS Board representatives, County Board representatives, or the County Executive at any time to voice their concerns or questions.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski said there were no position refills.

V. NEXT MEETING

The next meeting is scheduled for October 13, 2009.

VI. ADJOURNMENT

The meeting adjourned at 7:50 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

**MINUTES OF JOINT HUMAN RESOURCES, HEALTH AND HUMAN SERVICES AND
FINANCE COMMITTEE MEETING
Monday, September 28, 2009**

Present: J. Gifford, T. Patton, J. Dodge, J. Clark, L. Krogwold, P. Pazdernik, R. Bishop, G. Numsen, D. Radtke, S. Benz-Medin, D. Butkowski, J. Zdroik,

Excused: J. Krems, R. Check, B. Kurzynski

Others: M. Maslowski, M. McKenna, S. Curtis

Staff: L. Belanger Tess, R. Przybelski, F. Tetzloff, J. Jossie, T. Heyman, W. Hanna, R. Heitzinger

Review/Approval of Minutes – Joint HR and HHS Meeting of September 21, 2009

D. Radtke noted an error on the submitted minutes. The motion he made was to table the motion to approve the influenza policy, not postpone.

Motion by L. Krogwold, second by J. Clark, all ayes to approve the minutes of the joint HR and HHS meeting of September 21, 2009 as amended.

Correspondence: None

Public Comments: There were no members of the public who wished to address the Human Resources, Health and Human Services and Finance Committee on specific agenda items at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

Discussion/Possible Action re: Portage County Policy for Employees and Measures to Limit Symptoms or Exposure of Influenza A H1N1 (Swine Flu)

Motion by D. Radtke, second by J. Clark to approve the Portage County Policy for Employees and Measures to Limit Symptoms or Exposure of Influenza A H1N1 (Swine Flu) and attached documents which includes a resolution to the County Board with the appropriate dollar amount of grant money.

L. Belanger Tess recommends one change to the policy; to list possible disciplinary action once at the end of the policy.

Motion by D. Radtke, second by L. Krogwold, all ayes to amend the proposed Portage County Policy for Employees and Measures to Limit Symptoms or Exposure of Influenza A H1N1 (Swine Flu) as recommended by Human Resources Director L. Belanger Tess.

Discussion was held regarding the workings and time frame of the proposed influenza A policy.

Chair Gifford called for a voice vote on the motion by D. Radtke. Motion passed, all ayes. A resolution will be forwarded to the County Board for action.

Motion J. Clark, second by L. Krogwold, all ayes to adjourn.

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
October 13, 2009

Present

Jeanne Dodge
Lonnie Krogwold
Brian Kurzynski
Gene Numsen
Sandy Benz Medin
Jim Clark
Richard Bishop
Doug Radtke
Ron Check
Perry Pazdernik

Excused:

Tony Patton

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Bill Hanna, Business Manager; Jennifer Jossie, Finance Director; Dianne Koca, Office Manager; Phil Idsvoog, County Board Chair; Amy Marcott, Community Programs Coordinator; Jim Rigggenbach, Children and Family Services Coordinator; Faye Tetzloff, Health Officer; Erica Wojcik, Assistant Business Manager; PCHHSD Employees: Rick Williams, Barb Saddison, Marilyn Dethlefsen, Melissa Madlena, Dan Derezinski, Judy Jester, Merry Liberty, Catherine Bard; Liz Williams, community member; Sue Hunt, community member; Anne Silverfeathers, community member; and Janice Woodka, community member.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of September 21, 2009

A motion was made by Mr. Bishop and seconded by Mr. Check to approve the minutes. Motion carried.

Mr. Radtke questioned if area providers will be able to handle the clients in the clinic. Mr. Przybelski stated they would be. Mr. Radtke questioned if an answer regarding county tax levy in the health budget has been determined yet. Mr. Przybelski stated this information is still forthcoming.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated as shown by the line of people being served in the health clinic, future meetings of the Board for the next few months will need to be moved. There will be H1N1 clinics that will need to use the conference room.

D. Reports from Board Approved Committees/Activities

Ms. Dodge attended the permanency planning review meeting. Three children were reviewed. One was a 17 year old male who was removed from the home due to filthy conditions and truancy. He is doing well in placement. The second was a 15 year old female who was abused and has reactive detachment disorder. She has been in 16 places in four years. Long term foster care placement is anticipated. The final child was a one year old female whose parents rights were terminated.

Mr. Clark attended the CAP meeting. The audit findings were approved. There were just some minor details to attend to.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

Liz Williams, Janice Woodka, Anne Silverfeathers, Susan Hunt, and Dan Derezhinski all asked to speak to agenda item III.A.

II. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$103,130.65 and the high cost accounts total \$7,587.85. They include voucher numbers 20090656 for \$31,002.36, voucher number 20090658 for \$31,679.60, voucher number 20090659 for \$47,551.44, voucher number 20090661 for \$416.35, and voucher number 20090671 for \$68.75. There were no substitute care vouchers. Purchases totaled \$7,787.99. Portage House vouchers included voucher number 20090657 for \$1,587.82. Mr. Pazdernik questioned the credit by UW Credit Union for Children with Disabilities. Ms. Jossie stated this is a United Way credit. A motion was made by Mr. Clark and seconded by Mr. Check to place the vouchers on file. Motion carried.

B. Discussion/Action to Adopt 2010 Fee Schedule

The fee schedule was distributed. Mr. Przybelski stated this includes the current and proposed fees. The Environmental Health fees reflect the additional fees by the State. Ms. Jossie stated there was a 4% increase to the fees. This is based on MA rates and insurance reimbursements. Mr. Radtke questioned the increase in the Achievement Center visits. Ms. Jossie stated this increase is due to the market condition and the insurance reimbursement. These fees are based on ability to pay. A motion was made by Mr. Bishop and seconded by Ms. Benz-Medin to approve the fee scheduled. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Follow-Up on 2010 Health and Human Services Budget

Mr. Przybelski distributed the proposed change of hours for the building. Since there would be no clinicians in the building and the psychiatrists only work during the day, the change of hours reflects closing earlier on Mondays, Tuesdays, and Thursdays. This would reduce the need for additional coverage at the reception area.

Mr. Przybelski distributed a list of the positions that were cut in the 2010 budget. Some of the positions are currently vacant and will not be refilled.

Mr. Przybelski stated his priorities if additional funding is found would be to increase the psychiatric time, add an additional Child Protective Services dispositional worker, and increase Prenatal Care Coordination time. A list of these priorities was distributed. There are currently only 24 hours of psychiatric time available per week. Mr. Kurzynski questioned if any changes would be forthcoming if they would come as an amendment to the budget. Mr. Przybelski stated they would. In addition, if there is a decision to bring back the Mental Health Clinic psychologists, a receptionist and supervisor would also need to be brought back. This would be about \$340,000 to \$350,000 for the five positions.

The decisions to make the changes in the budget were not based on quality of service but rather due to the \$525,000 funding deficit from the State. In addition there was a 3% increase to salaries with the unions while only a 2% tax levy increase was allowed for the budget. Additionally, there are psychological services available in the community. There are 110 slots available and this does not include Ministry Medical Group or Ministry

Behavioral Health. Some individuals may be put on waiting lists. If the proposed voucher system does not work and there are unmet needs or crisis numbers increase, a 10 hour per week contracted employee would be hired to assist individuals with locating providers. Ms. Dodge questioned if an evaluation of the results of the private counselors would be done. Mr. Przybelski stated it would be and this would be shared with the Board. Ms. Marcott stated they have many evaluation ideas already and these would be implemented.

Ms. Williams questioned if the idea of furloughs was looked at or any other alternatives for this situation. Ms. Dodge stated these would be done by the County Board and would need to be brought up for discussion. Mr. Idsvoog stated the County Executive would decide this. Ms. Dodge stated these types of decisions are made by Mark Maslowski, County Executive.

Ms. Woodka stated she has been seeing a psychologist here for several years. Due to the length of time it takes to set up therapeutic trust, she feels she would lose ground if she needs to transfer to someone else. In addition, she questioned if the providers would accept MA payments. Mr. Przybelski stated they would.

Ms. Silverfeathers stated the transition of clients by the middle of November is not long enough to be completed. There is the possibility of increased crime as well as individuals dropped through the system. She stated she is not a candidate to receive services at Ministry Behavioral Health due to past no shows.

Ms. Hunt stated Ministry Medical Group did accept her as a client. Unfortunately, she is not sure she wants to continue with them since the services being received are not what she is looking for. She would prefer to stay with her current therapist. In addition, how quickly and can records be transferred. Mr. Przybelski stated the records can be transferred.

Mr. Derezinski stated he is currently a clinician with the county. He feels there is no duplication of these services in the county. Mr. Derezinski compared the clinic services to dental services. Currently MA clients cannot access dental services. There is a dental clinic that takes MA clients but there is a 12 to 16 month waiting list. In addition, there will be a saturation point for the private clinics to take MA clients. Our clinic works with the most chronic and severe mental illnesses and as such our no show rate is higher. In addition, our clinic came up with a no show policy that limits to three no shows in a row before services are suspended until they talk with the

coordinator. In the private industry, the no shows do not need to be in a row before services are suspended. Mr. Derezhinski stated with HR35 no supervisor is needed for the clinic.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski said there were no position refills. Mr. Przybelski distributed an informal comparison of county tax levy on health and human services programs by surrounding counties. This will be shared with the County Executive.

V. NEXT MEETING

Ms. Dodge stated there is only so much the Board can do. The role of the Board is to determine policy. The County Executive makes budgetary decisions.

The next meeting is scheduled for October 27, 2009.

VI. ADJOURNMENT

The meeting adjourned at 5:55 p.m. on a motion from Mr. Check and second by Mr. Bishop.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
October 22, 2009

Present

Jeanne Dodge
Lonnie Krogwold
Jim Clark
Sandy Benz Medin
Richard Bishop
Doug Radtke
Perry Pazdernik

Excused:

Tony Patton
Brian Kurzynski
Gene Numsen

Absent:

Ron Check

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Bill Hanna, Business Manager; Jennifer Jossie, Finance Director; Dianne Koca, Office Manager; Phil Idsvoog, County Board Chair; Amy Marcott, Community Programs Coordinator; Jim Riggenbach, Children and Family Services Coordinator; Teresa Kovach, Child Welfare Supervisor; Mike McKenna, Corporation Counsel; Faye Tetzloff, Health Officer; Jerry Koeppel, Youth and Family Services Supervisor; Mark Maslowski, County Executive; PCHHS Employees: Deb Danczyk, Amy Brogan, Rick Williams, Dan Derezinski, Marilyn Dethlefsen, Barb Saddison; Kara Spoto, Stevens Point Journal; Tonna Rosa Ambrosius, Adult Foster Home Provider; Liz Williams, citizen; Linda Leindecker, citizen; Todd Neuenfeldt, Facilities Director; Patty Dreier, citizen; Jim Gifford, Finance Committee Chair; Don Jankowski, Portage County Board; Tom Mallison, Portage County Board; Mykeerah Miller, citizen; and Leah Laux, citizen.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of October 13, 2009

A motion was made by Mr. Clark and seconded by Mr. Bishop to approve the minutes. Motion carried.

Mr. Radtke is still awaiting the information regarding the county tax levy in the health budget.

B. Correspondence

Ms. Dodge reported she, as well as other Board members, received correspondence from NAMI.

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C. Reports from Board Approved Committees/Activities

Ms. Dodge attended the Juvenile Detention Center meeting as well as permanency planning. More information will be shared at a future meeting.

Mr. Clark attended the CAP meeting. Bills were reviewed.

Ms. Benz Medin attended the AODA Executive Committee meeting. The 501c3 was discussed.

Ms. Benz Medin attended the AODA Social Marketing meeting. The fall campaign, public service announcements, and Business Partners were reviewed.

D. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

Rick Williams, Dan Derezinski, and Tonna Rosa all asked to speak on agenda item II.B.

II. PROGRAM ISSUES

A. Discussion/Recommendation for 2010 Health and Human Services Budgetary Needs

Ms. Dodge stated the following items are identified by the Director as priority needs of the Department.

A. **Psychiatry Time**

Ms. Marcott stated an additional eight hours of psychiatric time at a cost of \$65,000 would help alleviate wait time for appointments. Currently there is a 4-5 month waiting time for new clients. The appointments with the psychiatrist are used to monitor medications to stabilize individuals. Mr. Clark questioned if any of these funds could be recouped. Ms. Marcott stated some are privately insured, some are MA funded, and some are no fee so some funds could be recouped. Mr. Radtke questioned if this is different from the Mental Health Clinic. Ms. Trzinski stated it is within the Mental Health Clinic, but this is for psychiatry time not psychological time. Mr. Clark questioned the age of the clients being

seen. Ms. Marcott stated there is no child psychiatrist in Portage County, even in the private sector, and as such no clients under the age of 17 are seen.

B. Prenatal Care Coordination Time

This program case manages high risk pregnant women. Ms. Tetzloff stated the majority of women seen are on Medical Assistance so reimbursement would be seen. The cost for an additional 20 hours would be \$35,000 to \$40,000. Mr. Clark questioned if all expectant mothers receive this service. Ms. Tetzloff stated only those meeting the risk factors are served. Mr. Gifford questioned if this service is a duplication of the service offered by Right From the Start. Ms. Tetzloff stated Right From the Start Coalition is the umbrella organization of which Prenatal Care Coordination is part of. This also includes Healthy Beginnings and the Family Resource Centers. Case management of pregnant clients is provided through the Prenatal Care Coordination program.

C. Child Protective Services Dispositional Worker Time

Mr. Riggensbach distributed a handout of staffing needs. Even though the caseloads have not increased, the workload has increased with the standards created by the State regarding how investigations and services must be handled. There is currently one Access worker, three Investigators, and 2.5 ongoing Dispositional workers. An additional two FTE Dispositional workers would be needed for ongoing services. Ms. Dodge questioned if funding would be lost without these additional staff. Mr. Riggensbach stated at this time the funding comes from the state and county. Currently staff are behind in entering investigations into the state computer system. The investigator is responsible for all information and entry into the system until the case can be handed off to an ongoing worker once it has been through the Court system. Currently the ongoing workers are handling 20 to 25 cases. The standard caseload size in other counties is 12 to 15 cases per worker. The statistical information on State reports are wrong due to the lack of time to efficiently enter the information into the State system. At this time there is no penalty for not having accurate statistical information. The anticipated cost is \$73,000 per position.

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B. Discussion/Recommendation for Transition Plan for 2010 Mental Health Clinic

Mr. Przybelski stated he is recommending keeping one clinician (psychologist) in 2010 as a safety net for clients. The voucher system would still be implemented as well as the navigator to help clients find a new provider. No private pay clients would be seen in 2010. The cost of this position would be \$110,000 annually. Mr. Bishop asked for an explanation of the voucher system. Mr. Przybelski stated if a client has no ability to pay a voucher would be issued for 15 sessions with a provider at the MA rate. The voucher is actually an agreement between the Department and the provider, there is not a "coupon" given to the client. Mr. Krogwold stated this may help with individuals who could fall through the cracks. Mr. Przybelski stated if a client has an ability to pay they would be seen in the private sector. Mr. Radtke asked what the navigator would do. Mr. Przybelski stated this individual would be a part-time contracted position that would help clients find and transition from our clinic to the private sector. The cost is \$2,200 for the remainder of this year and approximately \$15,000 next year. Mr. Radtke stated the use of the vouchers would help monitor the progress of those without an ability to pay but questions how those with MA would be monitored. Mr. Przybelski stated if a clinic is MA certified they must take these clients. There is a new provider that will be coming into the community that will take some of these clients. Mr. Radtke questioned how crisis situations would be handled. Ms. Marcott stated the crisis mobile team will be in place to handle these situations.

Dr. Williams commented that he had a client he helped to contact an MA certified private provider. He was refused by the provider and was told they do not take MA clients. Ms. Marcott stated she is looking into this.

Mr. Derezinski commented that the savings by closing the mental health clinic was stated to be \$100,000. Mr. Derezinski proposed to eliminate just one clinician and maintaining two would save the same as the cost of one clinician. Mr. Derezinski stated the mental health clinic is the same as the County Home. It serves the severe and chronically ill individuals of Portage County. In addition, it is unique in that clients will not show for an appointment and then come for their next appointment six weeks. In the private sector if you do not show you may have to wait months for your next appointment.

Ms. Rosa stated she runs a four bed adult family home. Access to the mental health clinic for her clients is a wonderful service from the county. She has attempted to find other providers for her clients and there is a 4-5 month waiting list. If a client has MA or is developmentally disabled the wait list is even longer.

Ms. Williams stated the math is simple. If an additional 8 hours of psychiatric time is needed with the cost of \$65,000, it is cheaper to keep a psychologist at 40 hours for \$110,000.

Mr. Krogwold moved to fund one clinician up to the maximum of one year with funding coming from fund balance and forward to Finance. In addition, the progress of the transition would be monitored and reported back to the Board on a regular basis. Mr. Bishop seconded the motion. Motion carried.

Mr. Bishop stated he believes additional help is needed in the child welfare section. Mr. Radtke moved to add an additional half-time position to the child welfare unit at a cost of \$37,000 with the funds to come from the tax levy. The motion was seconded by Mr. Bishop. All in favor with Mr. Krogwold voting nay.

III. ADJOURNMENT

The meeting adjourned at 5:57 p.m.

The next meeting will be November 10, 2009, with the location to be determined due to flu clinics being held in the regular meeting rooms.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
November 10, 2009

Present

Jeanne Dodge
Tony Patton
Ron Check
Lonnie Krogwold
Jim Clark
Sandy Benz Medin
Richard Bishop
Doug Radtke
Perry Pazdernik

Excused:

Brian Kurzynski
Gene Numsen

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; Bill Hanna; Business Manager; Jim Riggerbach, Children and Family Services Coordinator; Faye Tetzloff, Health Officer; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of October 22, 2009

A motion was made by Mr. Clark and seconded by Mr. Bishop to approve the minutes. Motion carried.

Mr. Radtke stated agenda item 1A should be corrected to the school health budget. He has received this information.

B. Correspondence

Mr. Przybelski informed the Board the State has extended the BadgerCare enrollment assistance we are providing through the end of the year.

C. Director's Report

Mr. Przybelski stated there is a bill currently being proposed to return 17 year olds to the juvenile court. There would be an additional \$14 surcharge to traffic court violations to help pay for this. It is anticipated \$10 million would be generated but unfortunately the cost to return these juveniles would be \$80 million. Mr. Radtke questioned when the change occurred earlier were funds removed. Mr. Przybelski stated they weren't but it was already an underfunded program.

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November 10, 2009
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Mr. Przybelski stated there will be a Board meeting on November 24 due to issues regarding the Mobile Crisis Unit.

C. Reports from Board Approved Committees/Activities

Ms. Benz Medin reported Wally J's Place to Play served 46 children to date in November.

Mr. Clark attended the CAP meeting on October 21. A financial review was completed. Some places have not made payments so some small write offs were done. There is a new facility opening up in Plover with a ribbon cutting ceremony to be held on November 14. They will be employing 60 people initially with an additional 60 people anticipated next year. Mr. Radtke questioned what the ramifications, if any, there are for not paying back the loan. Mr. Clark stated in most cases there is a second or third mortgage that CAP has taken out on these places. Generally, these are like small business loans.

Ms. Dodge attended two days of permanency planning. A 17 year old was reviewed who was displaying physical aggression. He is currently placed in a residential treatment facility. He is controlling his behavior and even working part-time. Two siblings, age one year and under, were reviewed. There will be a termination of parental rights completed. They are placed currently with a pre-adoptive home. An 8 year old was placed with his father. He was physically abusive. The plan is to reunite him with his mother. Two more siblings were reviewed. The parents have AODA issues. A 15 year old girl with delinquent behavior was reviewed. She had been in eight different placements or running away since April. Currently she is in secure detention. The plan is to transition her back to foster care. A 14 year old boy is placed at Ethan House. He has a long list of offenses and gang affiliations. Currently he is doing well when away from the gang influence.

Mr. Bishop reported on a young man who was a foster child. He has completed two tours of duty with the Army and is doing well. He has plans to visit his foster family in LaCrosse since he is closer with them than he is with his own biological family.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

II. PROGRAM ISSUES

A. Presentation of Third Quarter Program Statistics

Mr. Riggerbach stated referrals to youth and family for delinquency have reduced. Substitute care placements are steady. There were four new foster homes gained in the third quarter but two were closed. The W2 caseload is up. The Economic Support staff are seeing a slight decline in caseloads. This is due to BadgerCare Core being handled by the State. One position was vacated in August and will not be refilled in 2010. There is no longer a fraud investigator with the division. Mr. Riggerbach stated volunteer transportation services will be consolidated with the Aging and Disability Resource Center since they have more drivers available. Costs to run Wally J's will be going up while funding is remaining steady. Hours of availability may need to be reduced. There is slight use of the day care on Fridays so it is possible it may not be available on Fridays. There are some funds available for W2 fraud investigations and child care fraud investigations. This is being looked at to see where these important services could be completed.

Ms. Marcott reported emergency detentions are down. This could be for any number of reasons. The law change that requires emergency detentions to get county approval first has entailed many presentations to various community providers to clarify the law. Cancellations made with the Mental Health Clinic is new data being tracked. This will help with the voucher system being put in place. One individual was placed in Winnebago but no one was placed in Mendota for inpatient stays. There is one long-term placement currently at Trempeleau County IMD. The individual was placed in August and it is anticipated this will be a long-term placement. Transition to the voucher system continues. Ms. Marcott reported she did contact the place that refused services to a client. The reason for the refusal was the psychologist was leaving the firm and it would be unethical for the doctor to take on this new client. In addition, this was the only contact made. There are additional clinics that can be contacted.

Ms. Tetzloff stated all the data in the Health Division is cyclical. Staff are currently bogged down with H1N1 questions and upcoming clinics. There will be high risk only clinics held on Thursday, November 12, at the Ramada Inn in Stevens Point and on Saturday, November 14, at St. Bron's. Mr. Radtke stated the Lyme Disease seems to be approaching epidemic levels. Mr. Radtke questioned why no High Risk Counsels data was available for this quarter under the WIC statistics. Ms. Tetzloff stated it was most likely just a missed number since these counsels tend to remain stable.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$311,009.84 and the high cost accounts total \$191,955.08. They include voucher numbers 20090681 for \$3,081.17, voucher number 20090683 for \$284, voucher number 20090699 for \$21,898.42, voucher 20090704 for \$97,991.23, voucher number 20090736 for \$66,578.60, voucher number 20090737 for \$93,578.99, voucher number 20090738 for \$36,646.60, voucher number 20090739 for \$32,289.97, and voucher number 20090757 for \$360. Pre-authorizations totaled \$337.70. Substitute care costs were \$37,698.90 for adults and \$112,219.34 for children. Purchases totaled \$2,055.89. Portage House vouchers included voucher number 20090693 for \$400.20 and voucher number 20090727 for \$269.03. Mr. Pazdernik questioned the \$9,724.84 for Gateway. Mr. Przybelski stated this is the monthly payment for the after-school program. Mr. Pazdernik questioned the \$10,000 for the Business Council for \$50 gift certificates. Ms. Tetzloff reported this is a "thank you" for the volunteers for the H1N1 clinics that will be held. The funds are from PHIR funds. A motion was made by Mr. Clark and seconded by Mr. Patton to place the vouchers on file. Motion carried.

B. Discussion/Action for Extension of Child Protective Services LTE

Mr. Przybelski stated an LTE for 520 hours was approved in June. A request is being made to extend the LTE through the end of 2009. There are funds in the budget to pay for this extension. A motion was made by Mr. Bishop and seconded by Mr. Clark to approve the request. Motion carried.

C. Discussion/Action on Child Protective Services Dispositional Position for 2010

Mr. Riggerbach distributed information regarding the new 0.5 FTE social worker position for dispositional services for 2010. Mr. Przybelski stated a half-time LTE would be hired in 2010 using the \$37,000 one time funding granted to the Department for 2010. In addition, a half-time FTE would be created by reducing a position in the juvenile court section to half-time. This would give the Child Protective Services unit three full-time investigators as well as three albeit full-time dispositional workers. This would hopefully enable the investigators to turn over the case to a dispositional worker once the investigation is completed. Mr. Krogwold clarified the \$37,000 would be used for an LTE and a permanent position would be reduced to half-time and the other half of the time shifted to the new position. Mr. Przybelski stated that is correct. The permanent half-time position would need approval by Human Resources whereas the LTE only needs approval by our Board and the County Executive. A motion was made by Mr. Patton and seconded by Mr. Bishop to approve the request. Motion carried.

IV. ADJOURNMENT

The meeting adjourned at 5:44 p.m.

The next meeting will be November 24, 2009, with the location to be determined due to flu clinics being held in the regular meeting rooms.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
November 24, 2009

Present

Jeanne Dodge
Brian Kurzynski
Tony Patton
Gene Numsen
Ron Check
Sandy Benz Medin
Richard Bishop
Doug Radtke
Perry Pazdernik

Excused:

Jim Clark
Lonnie Krogwold

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of November 10, 2009

A motion was made by Mr. Bishop and seconded by Mr. Check to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated signatures from the union and county executive will be gathered on 12/1 for the Mobile Crisis Unit. A progress report on emergency detentions and diversion providers will be made. It is felt this will mainly impact children from being hospitalized. Ms. Marcott commented there will be an impact on emergency detentions but it will take time to see the impact. A meeting will be held on Wednesday, 12/2, regarding how the mobile crisis unit will work. An expansion will be done in-house as well with the onsite crisis worker to help prevent returning to emergency detention. The unit will be utilized from 7:30 a.m. to midnight on weekends. The data shows that most emergency detentions occur before midnight, mainly from 4:30 p.m. to midnight. If an emergency occurs after midnight but before 7:30 a.m., the old system will be utilized. Crisis plans will be developed for repeaters to

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help avoid emergency detentions. A worker does not need to be physically present, they just need to give county approval for an emergency detention.

C. Reports from Board Approved Committees/Activities

Ms. Benz Medin reported on the AODA Social Marketing meeting. Four public service announcements are in place. Two will run for three months and the other two will run for the remaining three months. Project sheets were worked on. Advertising is now located inside the city buses.

Mr. Radtke questioned how well the H1N1 clinics are attended. Mr. Przybelski stated there were two clinics held thus far with good response. School-based clinics are scheduled to start with the first one during the first week of December and another community based one scheduled for Saturday, 12/5, at SPASH. It is anticipated after the first of the year the clinics will be open to the general public. We have both the injectable and nasal vaccine available.

Ms. Dodge attended two days of permanency planning. The first was on a three year old girl who was not being supervised. The parent has AODA issues. The plan is to return her to her home. There was another three year old reviewed whose mother is in jail in Missouri. The foster parents have applied to adopt the child. There were two half-brothers reviewed. There is an older sibling in another home as well. The mother was in jail while she was pregnant. The father is unknown. Termination of parental rights is being looked at. The second day another sibling set consisting of an 9 year old boy and 8 year old girl were reviewed. They were returned and then removed again. There are mental health issues with the mother. The girl has problems with female authority figures. The boy will be returned home and the plan is to delay the return of the girl at this time. A 14 year old girl was removed due to behavioral issues. The mother has AODA issues. She has participated in various programs such as anger management, STEP parenting classes, counseling, and home and financial management. If the home situation is stable, the child will be returned. The last was a 17 year old male who has been in care since 2002. The mother went to Court to request that he stay in his current placement rather than being moved to a less restrictive placement. Her request was honored. It is anticipated he will transition to CCCW.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$98,788.57 and the high cost accounts total \$168,712.29. They include voucher numbers 20090778 for \$20,232.72, voucher number 20090779 for \$77,275.52, and voucher number 20090798 for \$726. Substitute care costs were \$41,766.30 for adults and \$126,595.99 for children. Pre-authorizations totaled \$904.33. Portage House vouchers included voucher number 20090766 for \$723.73. Mr. Radtke questioned how the budget is for this year. Mr. Przybelski stated if all continues as is, the budget should be in the black for 2009. A motion was made by Mr. Bishop and seconded by Mr. Check to place the vouchers on file. Motion carried.

II. PROGRAM ISSUES

A. Discussion/Action for Portage County Children's Long Term Care Support Conflict of Interest Policy

Mr. Przybelski stated the Department gets money from the State for this program and must have the policy in place to be in compliance. Ms. Marcott stated the language comes from the Medicaid Waivers Manual and State Statutes. The policy is in place to protect all those involved as well as the information involved if there is any perceived conflict of interest. The policy is a requirement from the State requiring specifics to be covered and having a protocol in place. Mr. Przybelski stated the most common situation that arises is a relationship with an employee. If this occurs, another county is asked to do the assessment. Ms. Dodge questioned what happens if no one was aware of a conflict but then it presents. Mr. Przybelski stated it is handled when the Department becomes aware of the conflict. The information is documented and the correction is also documented. A motion was made by Mr. Bishop and seconded by Ms. Benz Medin to approve the policy. Motion carried.

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IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there are two position refills. Due to the way the county handles new position requests in July these are being brought out of sequence. The first is a FIT WIC position. The position was created through a three year grant which the Department received. In October, secure stable funding was found for this position. The Department would now like to move this position forward as a permanent 20 hour position.

The second position is a public health nutrition educator. A \$350,000 Wisconsin Partnership Implementation Grant through Blue Cross/Blue Shield was applied for and received. This would pay for a full-time LTE position for three years.

Mr. Check questioned how new positions could be looked at with job freezes in place. Mr. Przybelski stated one position existed in July and the funding didn't come through until October. Mr. Przybelski stated Human Resources needs to look at multi-year grants and how to handle those requests. Mr. Przybelski stated there are no tax dollars for these positions, they are entirely grant funded.

V. ADJOURNMENT

The meeting adjourned at 5:40 p.m.

The next meeting will be December 8, 2009, with the location to be determined due to flu clinics being held in the regular meeting rooms.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD MEETING
December 8, 2009

Present

Jeanne Dodge
Jim Clark
Tony Patton
Gene Numsen
Sandy Benz Medin
Doug Radtke
Perry Pazdernik

Excused:

Ron Check
Lonnie Krogwold
Brian Kurzynski

Absent:

Richard Bishop

Also Present: Dawn Grasamkee, Recording Secretary; Ray Przybelski, Director; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 5:00 p.m.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of November 24, 2009

A motion was made by Ms. Benz Medin and seconded by Mr. Patton to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski distributed a holiday greeting for staff to be signed by the Board.

Mr. Przybelski attended the WCSA conference on Friday. A statewide concern regarding child welfare was discussed. Currently only a finding of abuse or neglect can be made or the referral is screened out. Work is being done with the State to change the statutes to allow for a finding of a need for services. A summit will be held in March to discuss child welfare more fully. If a finding of abuse or neglect is made, these are turned over to the Court. Services are then directed. Since the matter is with the Court system, working with the client can be perceived as adversarial. If a finding of need for services can be made, the relationship with the client may not be adversarial and makes it easier for workers to work with the family. In addition, time would be freed up for workers as well.

C. Reports from Board Approved Committees/Activities

Mr. Radtke attended the CCS Committee. The peer support specialist is being initiated by the State. Ms. Marcott stated this is a voucher-like program. You must have a peer support program to be eligible for funds from the State. More information is forthcoming from the State on this program. Mr. Radtke stated further projects over \$1,500 will need to be approved by the committee. Mr. Radtke informed the Board that Portage County is one of only 22 counties that are participating in the CCS program.

Mr. Clark attended the CAP Services meeting. Some individuals are not making their payments on their loans. Some loans were extended and others are just paying the interest at this time. Most of the larger loans are doing okay. CAP Services also assists with school funding for training at the Fox Valley Technical School. CAP also is doing a lot of projects concerning weatherization funding that has been provided by the federal government.

E. Members of the Public Who Wish to Address the Board on Specific Agenda Items must Register Their Request at this Time, with Such Comments Subject to the Reasonable Control of the Board Chair as Set Forth in Robert's Rules of Orders

There were no members of the public present.

II. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

The regular accounts total \$176,607.85 and the high cost accounts total \$16,001.17. They include voucher numbers 20090812 for \$57,771.23, voucher number 20090814 for \$31,679.60, and voucher number 20090815 for \$103,158.19. Portage House vouchers included voucher number 20090809 for \$675.93. Mr. Pazdernik questioned the emergency rent paid to vendors. Mr. Przybelski stated this is through income maintenance and is paid through HPRP funds. The vendors listed are the owners of where clients are renting. A motion was made by Mr. Patton and seconded by Mr. Pazdernik to place the vouchers on file. Motion carried.

III. PROGRAM ISSUES

A. Discussion/Action on Updated On Call Policy

Mr. Przybelski stated this policy is being brought back due to additional changes made. There were issues with union employees and coverage and the start of the mobile crisis unit. Bullet #4 has been changed to avoid switching of employees during a holiday week. If an employee signs for a holiday, they must perform all on-call duties for the entire week containing the holiday. In addition, there have been some issues regarding reimbursement for Friday and Saturday switches of on-call duties. To alleviate this, bullet #7 now provides a secondary pager, at no additional cost, for these situations. The person that will be providing on-call duties will just need to call the service to switch the pager over and when they are finished with their duties, call the service to switch the pager back to the primary on-call person. A motion was made by Mr. Clark and seconded by Ms. Benz Medin to approve the updated policy. Motion carried.

B. Discussion/Information on After Hours Provider Change

Mr. Przybelski stated the mobile crisis unit was developed as part of a regional grant. This created a change in our after hours provider service. Currently the Family Crisis Center has been providing our after hours coverage. This will now be transferred to a provider out of Green Bay. The service will not require a payment for two years due to the grant. After that time, the cost for the service will be lower than it currently is through the Family Crisis Center. Ms. Marcott stated Family Services out of Green Bay is currently providing this service to four counties in the regional grant already. The Department is paying \$42,000 a year to the Family Crisis Center to pay for these services. In year three of the grant, the Department will need to pay the new provider an estimated \$18,000 for this service. The new provider has been providing these services for over 30 years. They have 28 certified crisis workers on staff. Of these workers nearly half have masters degrees and the rest have bachelors degrees. Mr. Clark questioned what happens if an emergency detention would be needed. Ms. Marcott stated the provider would, depending on the situation, 1) contact us to provide the okay for an emergency detention and would assist in arranging placement, 2) they would dispatch the mobile crisis unit, or 3) provide on the phone crisis counseling. A new 800 number will be provided for this service. Mr. Przybelski stated the Family Crisis Center's primary focus is as a domestic abuse shelter and juvenile shelter facility. Mr. Patton questioned where the money is coming from for this service. Mr. Przybelski stated the

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department received a five year grant. The service is paid in full by the grant for the first two years. After this, the service cost is split among the counties. Currently county funds are used to pay the Family Crisis Center. Ms. Marcott stated the funds that will be saved by changing providers would be used on the mobile crisis unit. Currently the service has only been in use for one week and there has been no need for the service as of yet. The hospital and law enforcement understand how the service works. Overall the response has been good. Dr. Numsen questioned if there will be any problems with a call center being 90 miles away. Ms. Marcott stated no, this is just where the calls will go to after hours. As long as the staff know the policy and procedures for each agency there should be no problems. They are currently providing services to other counties that are located in northern Wisconsin such as Ashland and Bayfield Counties.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

There were no position refills.

Mr. Przybelski thanked the Board for their support regarding the positions presented at the last meeting. They will be going before the County Board on Tuesday.

V. ADJOURNMENT

Mr. Przybelski stated the December 22 meeting will in all likelihood be canceled. If a meeting is needed, an agenda will be sent out.

Mr. Przybelski stated the Board received a copy of tentative meeting dates for 2010. The dates are provided through April.

The meeting adjourned at 5:35 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P