

MINUTES
HEALTH AND HUMAN SERVICES BOARD
January 12, 2015

Present

Janis Borski
Dan Dobratz
Chris Doubek
Jerry Walters
Jim Krems
Nancy Prince
Dr. Gene Numsen
Lonnie Krogwold

Excused

Jeanne Dodge

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Anastasia Wolf-Flasch, UWSP Student, and Gordon Hamilton, citizen.

The meeting was brought to order by Ms. Borski at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for December 8, 2014

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

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated a reorganization is occurring in public health. There are no additional hours, so there is no need for Human Resources Committee or Board approval. Hours were just shifted around.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Action: Approval of Identified Health Priorities for 2014-2018 Community Health Improvement Plan

Mr. Garske stated every five years the Community Health Improvement Plan is completed to identify short, medium, and long term goals. Previously an assessment was created by community health for this but the LIFE report is now used for information. Five areas were indicated. Two of the areas that will be taken on include AODA and obesity issues. In the previous plan, mental health issues were also an area of concern. This issue will also be tackled in the current plan. Action needs to be taken by the Board to continue to proceed with the priorities. A motion was made by Mr. Walters and seconded by Mr. Dobratz to approve action on the identified health priorities.

III. FISCAL ISSUES

- A. Discussion/Action to Approved Resolution to Accept AODA grant

Mr. Przybelski stated approval is needed from the Board as well as Finance Committee to accept grants over \$50,000. The agency applied and was awarded the AODA grant for the next five years. The grant will give the agency \$120,909 annually for the next five years. Portage County was the only agency out of five that applied in the Northern Region to receive the grant. The grant will be used to work with youth with mental health issues as well as the juvenile justice population focusing on the 60 to 70% that have AODA issues. The PACT tool is an assessment tool that is being used currently. This tool is not currently normalized for Wisconsin. Some of the funds will be used to normalize the tool for Wisconsin. Mr. Walters questioned if a drug court would be formed like in Wood County. Mr. Przybelski stated not at this time. There is currently a discussion around drug court for adults but not for juveniles. Ms. Prince stated a word needs to be corrected in the third whereas. Over site needs to be oversight. A motion

was made by Mr. Krems with a second by Mr. Doubek to approve the resolution with the corrected word. Motion carried.

B. Discussion/Action to Approve Contracts Over \$25,000 0But Less Than \$100,000

Mr. Przybelski stated this contract is for Birth to Three Physical Therapy. The previous physical therapist resigned and this is the new physical therapist. Dr. Numsen questioned if this is a county position. Mr. Przybelski stated it has always been contracted. A motion was made by Mr. Doubek and seconded by Dr. Numsen to approve the contract. Motion carried.

B. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated there are two years of vouchers. In 2014, the regular account vouchers totaled \$185,664.38. High cost account vouchers totaled \$188,619.40. They include voucher number 20140986 for \$22,402.03, voucher number 20140988 for \$28,268.75, voucher number 20140989 for \$36,824.04, voucher number 20141023 for \$26,107.22, voucher number 20141024 for \$20,421.27, voucher number 20141026 for \$58,801.01, voucher number 20150002 for \$83.33, voucher number 20150007 for \$393.66, voucher number 20150012 for \$5,549.84, and voucher number 20150014 for \$21,411.05. Adult substitute care vouchers totaled \$31,624.67 and children's substitute care vouchers totaled \$121,126.84. Prior authorizations totaled \$23,112.10. Purchases totaled \$1,820.61. Portage House vouchers totaled \$12,158.77. They include voucher number 20140987 for \$2,745, voucher number 20141018 for \$6,584.29, and voucher number 20150013 for \$857.83. Prior authorizations totaled \$1,971.65. A motion was made by Mr. Dobratz and seconded by Mr. Krogwold to place the vouchers on file. Motion carried.

Mr. Przybelski stated for 2015, the regular account vouchers totaled \$3,746.35. High cost account vouchers totaled \$0. They include voucher number 20150005 for \$105 and voucher number 20150006 for \$3,641.35. Purchases totaled \$25.95. Portage House vouchers are now included in the regular accounts. A motion was made by Mr. Krems and seconded by Mr. Krogwold to place the vouchers on file. Motion carried.

Mr. Dobratz questioned if the vouchers are coming in under budget for 2014. Mr. Przybelski stated it looks to be so but the books won't be closed until March.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Dr. Numsen reported on the Family Support Program meeting.

Mr. Walters reported on the AODA Coalition meeting.

Ms. Borski along with Ms. Dodge and Mr. Krems attended the 140 review.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated interviews are occurring for the CLTS waiver 40 hour position which is fully funded by capacity building funds. Additionally there is a 20 hour Community Health Assistant position that is currently vacant and will be refilled.

VI. NEXT MEETING

The next meeting is scheduled for January 26, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Submitted by:

Dawn Grasamke
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
January 26, 2015

Present

Janis Borski
Dan Dobratz
Chris Doubek
Jerry Walters
Jim Krems
Nancy Prince
Dr. Gene Numsen
Lonnie Krogwold

Excused

Jeanne Dodge

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Coordinator; Mike McKenna, Corporation Counsel; David Hickethier, Corporation Counsel.

The meeting was brought to order by Ms. Borski at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for January 12, 2014

A motion was made by Mr. Walters and seconded by Mr. Dobratz to approve the minutes as presented. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated he would forego his report due to time constraints.

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

There were no members of the public present.

II. PROGRAM ISSUES

A. Discussion/Action on Resolution Establishing and Funding Two New Positions in the Office of the Corporation Counsel for Legal Actions Under Chapter 48 of the Children's Code (CHIPS and TPR's) Assistant Corporation Counsel Grade L and Confidential Legal Secretary Grade D

Mr. Przybelski stated in November or December of 2014 it was decided to transfer CHIPS cases to the Corporation Counsel office. Additional staff will be needed to handle the additional case load. The funding for these positions would come from the high cost reserve. By transferring these cases it will streamline the ability to prosecute these cases. There will be one attorney handling the case from start to finish. Mr. Dobratz suggested data should be collected to see if the cost savings is being realized. Mr. McKenna stated the data will be tracked in order to possibly gain federal funding as well. Mr. Krogwold questioned the cost of the two positions. Mr. McKenna stated the positions would be about \$168,000 combined. The split is about \$90,000 for the attorney and \$70,000 for the secretary. A motion was made by Mr. Dobratz to approve the resolution and a status report to be given in August and an additional report at the end of the year. The motion was seconded by Mr. Walters. Motion carried.

B. Discussion/Information on Fourth Quarter Statistics for the Division of Children and Families

Ms. Vagueiro provided the data missing from page 10 under Transportation Services. Volunteer driver rides were 126 requests with 0 no shows. Taxi rides were 125 requests with 12 no shows. Ms. Vagueiro distributed summary information regarding the Division. Economic Support is currently down two positions. One individual will return in February while the other position needs to be filled due to the individual taking a new position in the Department. That position will be hired as a Spanish speaking position. The Federal Marketplace began in November. There were 366 referrals through this open enrollment time. Benefit recovery has recovered \$159,000 in benefits which will account for \$22,743 in revenue for the agency. Child Support has shown a slow but steady increase in caseload. Juvenile Justice has served more 18-21 year olds in the independent living services. Mr. Przybelski stated this program is for juveniles who will be aging out of foster care. With the law change, juveniles can now stay in care until age 21 as long as they meet all of the requirements. Dr. Numsen questioned if those juveniles in this program are assisted through Operation Bootstrap as well.

Mr. Przybelski stated they may be assisted but the Department cannot force Operation Bootstrap to assist them. Operation Bootstrap is an independent service and has its own rules they follow. Ms. Vagueiro stated child welfare cases have increased 101% since 2010. There is a 42% increase in investigations since 2010. Mr. Przybelski stated there are various factors for the increase. A percentage of the referrals being made are parent accusations against the other parent. Ms. Borski questioned if birth rates have grown in Portage County. Mr. Przybelski stated they are actually going down. Ms. Vagueiro stated a lot of the referrals tend to be larger sibling groups. Additionally, most families tend to move around the state a bit more.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated there are two years of vouchers. In 2014, the regular account vouchers totaled \$64,323.12. High cost account vouchers totaled \$2,851.50. They include voucher number 20150078 for \$33,653.77 and voucher number 20150079 for \$28,677.90. There were no adult substitute care or children's substitute care vouchers. Prior authorizations totaled \$4,902.55. There were no purchases. Portage House vouchers totaled \$6,192.76. They include voucher number 20150077 for \$6,192.76. Ms. Borski questioned ATTIC and Justiceworks on page 14. Mr. Przybelski stated ATTIC is the AODA piece of residential programming and Justiceworks is the mentoring piece. A motion was made by Mr. Dobratz and seconded by Mr. Krems to place the vouchers on file. Motion carried.

Mr. Przybelski stated for 2015, the regular account vouchers totaled \$9,785.07. High cost account vouchers totaled \$632.93. They include voucher number 20150051 for \$445.76, voucher number 20150061 for \$1,642.50, and voucher number 20150062 for \$8,374.72. Purchases totaled \$857.62. Portage House vouchers are now included in the regular accounts. Ms. Borski questioned the refunds on page 1. Mr. Przybelski stated these are for overpayments of various services. A motion was made by Mr. Doubek and seconded by Dr. Numsen to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

- A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

- B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

- A. Discussion/Information on Position Refills

Mr. Przybelski stated after the reorganization in public health an offer has been made on the 30 hour position and advertising has been done for the 20 hour position. Additionally a position in Economic Support has been vacated due to the individual taking the CLTS position in the Special Needs section.

VI. NEXT MEETING

The next meeting is scheduled for February 9, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:25 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
February 9, 2015

Present

Excused

Jeanne Dodge
Janis Borski
Dan Dobratz
Chris Doubek
Jerry Walters
Jim Krems
Nancy Prince
Dr. Gene Numsen
Lonnie Krogwold

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jill Hicks, Healthy Beginnings; Connie Creighton, UW Extension.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for January 26, 2014

A motion was made by Mr. Krems and seconded by Ms. Borski to approve the minutes as presented. Motion carried.

B. Correspondence

Mr. Przybelski stated the audit from the state of Energy Services was completed. There were only two deficiencies. One was no link on the county website to Energy Services and the other was that billing should be done monthly rather than quarterly.

C. Director's Report

Mr. Przybelski reported the Governor's budget was received. The Wisconsin Counties Association (WCA) has a nice summary on their website. The highlights include drug testing for able bodied adults without dependents be done in order to receive foodshare. This requirement still needs to be

approved by the federal government since this is a federal program. Licensing programs will be moved under the Department of Agriculture, Trade, and Consumer Protection. Changes will be done regarding emergency detentions. The county has to approve every emergency detention. The proposal is the county has to approve the emergency detention and the approval needs to be made by a physician or licensed mental health professional. There were some changes to the Aging and Disability Resource Center. Youth Aids will now be overseen by the Department of Children and Families instead of the Department of Corrections. Rates for corrections decreased. There is more information available on the WCA website.

Mr. Przybelski stated discussions occurred with Healthy Beginnings regarding the new contract changes whereas visits will be paid on a per visit basis. Fringe benefits would have also increased. A meeting was held on Tuesday with the AG/Extension Committee. UW Extension is in a position to continue Healthy Beginnings until the end of March or beyond but, another provider will need to be found. Ms. Hicks stated there is a 17 year history with the county and Healthy Beginnings. Funding has changed at the county level as well as changes in federal funding. Currently one-on-one visits are being done and there is a trend to go more toward group programming. Ms. Creighton stated federal funds has stopped paying for training for providers. Ms. Hicks stated it is a combination of various factors that have led to the decision to discontinue the service. Plans are still in place to continue the nutrition programming. Ms. Creighton stated the Wisconsin Nutrition Education Program will target underserved families. Mr. Krogwold questioned how much funding was coming from the federal government. Ms. Hicks stated \$330,000 which is anticipated to be reduced \$100,000 next year. Mr. Walters questioned which budget has the \$40,000 provided by the county. Mr. Przybelski stated it is in his budget.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

A. Discussion/Action on Fourth Quarter Statistics for the Division of Health

Mr. Garske stated immunizations remain stable. Increases are due to seasonal issues. Both Fluoride and HIV testing are up slightly. Prenatal Care Coordination is down slightly. Communicable diseases are show pertussis cases down slightly. Chlamydia cases continue to climb, primarily due to the university. Influenza cases are being reported primarily due to the mutation of the virus so the shots are not as effective. Currently there are no measles cases to date in Portage County. Immunization rates are about 92% for children 4-18 years of age. If a case develops, the individual will be restricted from attending school for the bare minimum of 21 days. WIC participants are down slightly.

Well Women funding was initially going away in June. The state has realigned the funding. Portage County was selected to handle the Northern Region. Start up funds total \$97,913. Funding will be available for three years. Environmental health statistics remain the same. Ms. Borski questioned if food trucks are inspected. Mr. Garske stated both the truck and the base are inspected. The licenses run for the same time period as all other licenses, from July 1 to June 30. There is still one lead case in the county. This is an individual that came from Milwaukee. The State is looking to reduce the lead levels from 10 mcg/dl to 5 mcg/dl or above.

Mr. Garske reported since the inspection reports were made available to the public on the county website, there has been over 1,000 visitors compared to the state who only has 222 visitors. There were 59 consultations for the Affordable Care Enrollment. Of those 59 consults, 52 gained access to insurance. The report is still pending on the state 140 review of the health division. The BRACE grant was received by Portage County. A meeting will be held on Friday, February 12, from 9:00 to 12:00 in the Pinery Room at the library and on February 17 from 12:30 to 3:30 at the Wood County Courthouse.

The county did not receive the HWPP grant. The county scored a 4 on a scale of 1-9 with 1 being the highest. This grant would have been used on the bike and pedestrian project. The grant will be resubmitted in the spring. A motion was made by Mr. Dobratz and seconded by Ms. Borski to put the report on file. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated there are two years of vouchers. In 2014, the regular account vouchers totaled \$19,262.48. High cost account vouchers totaled \$8,226.89. They include voucher number 20150091 for \$2,221.20 and voucher number 20150092 for \$25,268.17. There were no adult substitute care or children's substitute care vouchers. There were no purchases. There were no Portage House vouchers. A motion was made by Ms. Borski and seconded by Mr. Krogwold to place the vouchers on file. Motion carried.

Mr. Przybelski stated for 2015, the regular account vouchers totaled \$20,912.81. High cost account vouchers totaled \$172,436.52. They include voucher number 20150097 for \$975.99, voucher number 20150098 for \$723.73, and voucher number 20150115 for \$20,041.50. Purchases totaled \$1,853.33. Adult substitute care vouchers totaled \$35,523.56. Children's substitute care vouchers totaled \$136,332.96. Ms. Borski questioned the various fees on page 10 for the same individual. Mr. Przybelski stated these are child support charges. The charges are for process serving and the fees vary per case. Ms. Dodge questioned the various fees for genetic testing on page 10 and 11. Mr. Przybelski stated it is due to the different tests being completed. Ms. Dodge questioned the Tomorrow's Children amount on page 19. Mr. Przybelski stated this is for three children for the month. A motion was made by Ms. Borski and seconded by Mr. Doubek to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters attended CAP Services meetings.

Ms. Dodge attended drug court discussions and permanency planning.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the Spanish speaking Economic Support position has been posted. Interviews will occur for the 20 hour Public Health Assistant. There were 6 or 7 candidates for the position. An additional nursing position will be vacated at the end of the school year due to relocation.

VI. NEXT MEETING

The next meeting is scheduled for February 23, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:45 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
February 23, 2015

Present

Jeanne Dodge
Dan Dobratz
Jerry Walters
Jim Krems
Nancy Prince
Dr. Gene Numsen
Lonnie Krogwold

Excused

Janis Borski
Chris Doubek

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Amy Marcott, Community Programs Coordinator; Kim Vagueiro, Children and Family Coordinator; Jason Hake, Business Manager; Connie Sherd, Special Needs Supervisor; and Gary Bazooka, UW Medical College.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for February 9, 2015

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

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski gave an update on the suspect measles cases in the county. One case was determined not to be measles. We are still waiting for the results of a test on the other case. There have been other suspected cases in the state. There are currently no active cases in the state. Once the results are received on the other case, a press release will be issued.

Mr. Przybelski informed the Board regarding the proposed state budget. There are drastic changes in the budget regarding Community Care of Central Wisconsin as part of the Family Care system. It is proposed to expand the program state wide. Districts would no longer exist. As of January 1, 2017, it is proposed the program be provided by an HMO. Aging and Disability Resource Centers could be privatized.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Presentation and Possible Action on UW Medical College Psychiatry Residency Program

Mr. Bazooka presented a powerpoint presentation regarding the residency program. There is a deficit in counties for psychiatry services. It is projected there is a deficit of about 40 psychiatrists in the north central region. It is estimated that 50% of those with mental health issues seek care. That equates to about 57,512 people seeking care. The plan is to develop a psychiatric residency program in north central Wisconsin. In December 2013 a \$370,000 grant was received from DHS to develop the psychiatry residency program. Only the development phase was funded, the remainder must be self sufficient. The fiscal agent and employer of the residents would be the Medical College of Wisconsin Affiliated Hospitals. It is hoped there would be three residents in 2017. The reasons for a psychiatry residency training program is to utilize it as a recruitment tool, providing care while in training, and as a retention tool. About 66% of the residents stay where they are trained. It is hoped to receive letters of agreements from partnering agencies in the next few months. Support of one stipend per year is being requested. The cost would be \$85,000 annually with the actual expenditure not beginning until 2017 or possibly 2018. Mr. Krogwold asked what the current cost for a psychiatrist is. The cost is at least \$300,000. The resident would train in Portage County. If an agreement is reached, the resident would assist here, at the Health Care Center, jail, and possibly with local veterans. Ms. Prince asked whether residents would actually come to the program. Mr. Bazooka indicated in years past all the psychiatric residency

slots were filled. There were more psychiatric residents than there were residency slots. He has a high confidence the slots would fill. Ms. Prince questioned how trainers would be acquired to train these residents. Mr. Bazooka indicated after talking with various professionals, many see it as appealing. The training would be done in tandem with their regular duties and via teleconferencing. Mr. Przybelski stated essentially at some point in the near future the county will need to decide whether or not to make a commitment to this program.

B. Discussion/Presentation on Fourth Quarter Program Statistics for the Division of Community Programs

Ms. Marcott reported on the fourth quarter program statistics. A correction is needed on page 6 regarding the counseling waiting list. The number should be 56 instead of 36. Additionally on page 7 under mobile crisis/in-house crisis contacts/hours billable, the figure should be 177/34 rather than 34/177. There is only one individual on the psychiatric wait list. Adult Protective Services staff have been very busy with 29 referrals and 10 guardianship referrals. Emergency detentions are low. There are no more vouchers due to the Affordable Care Act. Birth to Three referrals have increased with 52 in the fourth quarter. There are now CCS workers to increase CCS funding for positions. Dr. Numsen questioned the increase in AODA services going from 19 to 58. Ms. Marcott stated the increase is due to the data reporting timeline. Ms. Sherd stated the Family Support Program survey results were included in the packet. An internet link was provided this year which was very successful in getting completed surveys. Waiting lists for services have been combined into one wait list. If a crisis occurs, a variance can be requested. Ms. Marcott stated the state budget indicates the elimination of Family Support Program funding as well as an expansion of Community Options Program funds. Ms. Sherd stated the loss of Family Support Program funds will hurt families since these funds are very flexible.

III. FISCAL ISSUES

A. Discussion/Action: Resolution for Budget Adjustment and Grant Acceptance for the Brighter Future Initiatives Grant

Mr. Przybelski indicated the grant is for \$197,414 annually for three years. As per county ordinance, a budget adjustment needs to be approved. Mr. Krogwold moved to approve the resolution. Seconded by Mr. Dobratz. Motion carried.

B. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated there are two years of vouchers. In 2014, the regular account vouchers totaled \$17,105.54. High cost account vouchers totaled \$3,040. They include voucher number 20150136 for \$3,683.74, voucher number 20150142 for \$211.80, voucher number 20150144 for \$72, voucher number 20150148 for \$3,304, and voucher number 20150172 for \$2,874. There were no adult substitute care or children's substitute care vouchers. There were no purchases. Portage House vouchers totaled \$462.96. They include voucher number 20150130 for \$462.96. A motion was made by Mr. Dobratz and seconded by Mr. Krems to place the vouchers on file. Motion carried.

Mr. Przybelski stated for 2015, the regular account vouchers totaled \$80,227.56. High cost account vouchers totaled \$3,845.71. They include voucher number 20150137 for \$3,200.10, voucher number 20150138 for \$19,155.56, voucher number 20150149 for \$23,085.61, voucher number 20150150 for \$34,951.17, voucher number 20150158 for \$320, and voucher number 20150173 for \$1,690. There were no purchases. There were no adult or children's substitute care vouchers. Prior authorizations totaled \$1,810.83. A motion was made by Mr. Krems and seconded by Ms. Prince to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the Spanish speaking Economic Support position has been offered. An offer was made for the 20 hour Public Health Assistant. There is an extended medical leave in birth to three starting today which may entail needing an LTE position.

VI. NEXT MEETING

The next meeting is scheduled for March 9, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:27 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
March 9, 2015

Present

Excused

Jeanne Dodge
Janis Borski
Dan Dobratz
Chris Doubek
Jerry Walters
Jim Krems
Nancy Prince
Dr. Gene Numsen
Lonnie Krogwold

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Coordinator; and Destinie Coenen, Marathon County Health Department/Central Wisconsin Tobacco Free Coalition.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

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

A. Approval of Meeting Minutes of Health and Human Services Board for February 23, 2015

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

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated there is a possible change in the State budget regarding mental health commitments. The budget states a masters level clinician is to approve mental health commitments. Apparently this was a mistake and will be removed from the state budget.

Mr. Przybelski informed the Board that Healthy Beginnings is planning to stay on board until the end of March. This time period may be extended by a contract for the services. A meeting will be held with Matthew Flemming to do an RFQ process. There are two parties that have expressed interest in providing these services. The goal is to have the RFQ process completed by the end of May.

Mr. Przybelski stated on Wednesday, April 8, from 3:00 to 6:00 p.m. an open house will be held in the new clinic area. This open house is being held in conjunction with National Health Week.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Presentation on E-Cigarettes and other Tobacco Products

Ms. Coenen distributed information regarding e-cigarettes. Ms. Coenen presented a powerpoint presentation regarding the changes evolving in tobacco products. There are many issues regarding the packaging and flavors tobacco products are coming out with. Current legislation does not include e-cigarettes although some businesses and municipalities are including them in their smoking bans. Additionally, e-cigarettes are not subject to the same taxes as tobacco. E-juices are not regulated. A bottle of e-juice costs about \$10 and contains the equivalent of seven packs of cigarettes. Additionally there is marijuana and other drugs that are being made as liquids. The popularity of e-cigarettes is increasing in youth to about 75%. The Coalition is encouraging and supporting municipalities to include e-cigarettes in their smoking bans.

III. FISCAL ISSUES

- A. Discussion/Action: Resolution for Acceptance of Wisconsin Well Women's Program Grant and Budget Adjustment

Mr. Przybelski stated Portage County regionalized this program with 11 other

counties to provide the Wisconsin Well Women's Program. Portage County was chosen to provide the grant for the Northern Region. The grant funds total \$97,913 annually for the next two years. This year only, an additional \$4,354 to be used for start up will also be received. A motion was made by Mr. Dobratz and seconded by Ms. Borski to approve the resolution. Motion carried.

B. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated the regular account vouchers totaled \$42,598.88. High cost account vouchers totaled \$166,360.01. They include voucher number 20150179 for \$550, voucher number 20150183 for \$210.10, voucher number 20150186 for \$6,409.02, voucher number 20150187 for \$35,264, and voucher number 20150209 for \$887.82. Adult substitute care totaled \$32,116.28 and children's substitute care totaled \$133,240.83. Prior authorizations totaled \$337.40. Purchases totaled \$6,996. Mr. Walters questioned the vouchers from last meeting paid to Mr. Disher. Mr. Przybelski stated he is a process server and the number of items to be served varies. A motion was made by Mr. Krems and seconded by Mr. Doubek to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Ms. Borski reported o the BRACE meeting.

Ms. Dodge reported on the permanency planning reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the Spanish speaking Economic Support position has been offered. Also an offer was made to the LTE for the Child Welfare Section. It is anticipated an LTE will be needed in Birth to Three due to an employee having a lengthy absence until the end of August.

VI. NEXT MEETING

The next meeting is scheduled for March 23, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:25 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
April 13, 2015

Present

Jeanne Dodge
Dan Dobratz
Chris Doubek
Jerry Walters
Jim Krems
Dr. Gene Numsen
Lonnie Krogwold

Excused

Nancy Prince

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; and Kim Vagueiro, Children and Family Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for March 9, 2015

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

B. Correspondence

Mr. Przybelski informed the Board he received an email from Ms. Borski last Thursday tendering her resignation from the Board. Ms. Borski requested he wait until tonight's meeting to inform the Board. The County Executive will appoint a citizen member to fill the vacancy. Mr. Przybelski will check with Corporation Counsel to clarify if the vacancy needs to be filled prior to a new Vice Chair being selected.

C. Director's Report

Mr. Przybelski stated his report focuses on the state budget which will be discussed later in the meeting.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Presentation on First Quarter Statistics for the Division of Public Health

Mr. Garske reported a mass influenza clinic was held. Fluoride sealants will now be done in WIC as well. There was no major changes in communicable disease. Chlamydia continues to be high due to the campus population. There has been a lot of influenza A cases primarily among the elderly. Dr. Numsen questioned the number of hepatitis C cases. Mr. Garske stated it is unsure if the cases are not related to heroin use. WIC caseload has decreased slightly. This is a trend that is occurring statewide. Enrollment in Wisconsin Well Women is also down slightly. Environmental health numbers are on target. Well water samples for bacteria are always down in the first quarter. The higher nitrate levels reported are being worked on to reduce the levels with DNR officials. The rabies submittals for the quarter were primarily cats and dogs. New HUD levels for lead went into effect in January. The levels were previously 10 mcg/dL and are now 5 mcg/dL. Mr. Garske went through the initiatives. There were 127 individuals assisted with enrolling in the Affordable Care Act with 115 or 91% completing enrollment. WIC funding has decreased for the remainder of 2015 due to statewide decreases in enrollment. The health ranking for Portage County decreased. The major factors for this change was a slight increase in adult obesity, an increase in alcohol related driving deaths, an increase in sexually transmitted disease, and a decrease in access to primary care physicians. A new indicator was added regarding income inequality which Portage County ranked a 4.3 which is the same as the state average. The national average is 3.7.

III. FISCAL ISSUES

A. Discussion/Action on Approval of Contracts Over \$25,000 But Less Than \$100,000

Mr. Przybelski stated the contract is through Richard Schmitz Autism Consulting for \$50,000. A motion was made by Mr. Dobratz and seconded by Mr. Doubek to approve the contract. Motion carried.

B. Discussion/Information on State Budget

Mr. Przybelski stated the primary changes in the State budget surround UW funding, Family Care, and the ADRC. In addition to these primary areas, a \$9 million proposed cut is being made for income maintenance. If this is approved, it could result in less positions in the consortium. There is a request to put the shortfall in a reserve but it would only be available if it is requested by DHS. Removal of drug testing is being proposed. A increase in fraud allocation will be requested. There is a back load in fraud investigations. The current children's programs of Family Support and COP are being proposed to be blended into one program. The eligibility factors for these programs is not known. The same proposal is being for various programs funding mental health services. The proposal is allocating the same amount of funding as we receive now in the first year only. Nothing is indicated for the second year.

C. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated the regular account vouchers totaled \$118,486.52. High cost account vouchers totaled \$179,288.22. They include voucher number 20150272 for \$35,629.79, voucher number 20150235 for \$46,801.82, voucher number 20150241 for \$231.89, voucher number 20150234 for \$1,924.25, voucher number 20150233 for \$34,362.72, voucher number 20150263 for \$20, voucher number 20150271 for \$134.26, voucher number 20150273 for \$1,780.29, and voucher number 2015076 for \$682.58. Adult substitute care totaled \$38,153.31 and children's substitute care totaled \$138,829.84. Prior authorizations totaled \$5,098.64. Purchases totaled \$172.31. Mr. Dobratz questioned the \$1 fraud voucher on page 3. Mr. Przybelski stated this was for a fraud overpayment. Mr. Przybelski stated there are some carryover funds of which \$10,000 will be used to purchase chairs. The State has changed the formula for WIMCR funds which resulted in a \$174,000 loss. There were savings in the high cost

accounts. Additionally detox placements are down as well. The remaining surplus funds from the regular accounts will be put into the high cost surplus account. A motion was made by Mr. Krogwold and seconded by Mr. Dobratz to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

- A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Ms. Dodge reported on the permanency planning reviews.

- B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

- A. Discussion/Information on Position Refills

Mr. Przybelski an LTE will be needed in Birth to Three due to an employee having a lengthy absence until the end of August.

VI. NEXT MEETING

The next meeting is scheduled for April 27, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:20 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
April 27, 2015

Present

Excused

Jeanne Dodge
Nancy Prince
Dan Dobratz
Chris Doubek
Jerry Walters
Jim Krems
Dr. Gene Numsen
Lonnie Krogwold

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; and Kim Vagueiro, Children and Family Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for April 13, 2015

A motion was made by Mr. Walters and seconded by Mr. Doubek to approve the minutes as presented. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated staff are in the midst of ERP training.

Mr. Przybelski stated the Assembly has moved to remove the Family Care changes out of the budget. There is also some movement regarding the mental health and Community Options Program (COP) funding issues as well.

Mr. Przybelski stated this week is Economic Support week.

Mr. Przybelski stated there have been some complicated and difficult cases received in Child Protective Services lately which has caused intense workloads.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Election of HHS Board Vice Chair

Ms. Dodge called three times for nominees for the Vice-Chair. Mr. Krogwold nominated Mr. Krems. Dr. Numsen nominated Ms. Prince. Ballots were distributed and Ms. Prince was voted in as Vice Chair.

- B. Discussion/Presentation on Division of Children and Families First Quarter Program Statistics

Ms. Vagueiro presented the statistics. Ms. Vagueiro stated page 8 reflects the benchmarks to be met by Child Support. During a conference last week it was noted that Wisconsin falls 12th in collecting child support whereas Texas is 1st in collecting. The difference lies in IV-D and non IV-D cases. Texas converts their non IV-D cases to IV-D. Non IV-D cases are those cases where there is no issue in collecting. Collection is usually done by garnishing wages from the employers. Ms. Vagueiro would like to look at converting the non IV-D cases over to IV-D cases. This would allow for more federal incentive funds to be received. Mr. Przybelski questioned what the process is to convert these cases. Ms. Vagueiro stated families have to request the services of Child Support. There are about 1,200 cases. A way will need to be figured out to get families to do this.

Ms. Vagueiro stated economic support statistics are on page 6. Ms. Vagueiro stated our consortium is the smallest in the state and has the most statistics. Work is being done to level out the caseloads between the counties in the consortium. A one touch system will be looked at. This would entail having the review completed when a client calls in as well as staffing the call centers at higher levels. The statistics currently don't reflect

what Portage County does. It is proposed the statistics will be changed to show the number of calls received, benefit recovery, applications processed, recipients per program, and call center average rates. The statistics will show both the consortium numbers as well as Portage County's numbers.

Ms. Vagueiro discussed Child Protective Services (CPS) on page 5. There is a big push to recruit foster homes. Transportation services decreased due to finding more creative ways to provide transportation in order to save funds. There is a large caseload currently in Child Protective Services. Ms. Vagueiro stated additional staff is needed to handle the large caseload sizes. Mr. Przybelski stated there is currently 94 cases serving 162 children in the ongoing area of CPS. The recommended level is 12 cases per worker. Discussion occurred regarding what can be done to alleviate the situation. Ms. Vagueiro also stated the supervisor is overworked as well. Ms. Vagueiro cited in Waupaca County there is one supervisor for disposition and one for initial assessments and they are paid twice what the our supervisor is paid. Mr. Przybelski stated there is only so much tax levy to go around. Portage County is behind in other counties in the portion of tax levy that goes to Health and Human Services. Additionally, other funding that comes in can only be used for specific programs. An example is the IV-D funding that comes in from Child Support can only be used for Child Support.

C. Discussion/Action on Resolution to Authorize Portage County Health and Human Services Department to Support Development and Ongoing Training of Psychiatric Residents in the 2017-2018 Timeframe

Mr. Przybelski stated this is the resolution that was suggested to be brought forward to following the presentation by Gary Bazooka. It was modeled after Wood County's resolution. There are no funds being asked for. Additionally the program would not take affect until 2018. A motion was made by Dr. Numsen and seconded by Ms. Prince to approve the resolution. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated the regular account vouchers totaled \$51,868.84. High cost account vouchers totaled \$1,355. They include voucher number 20150305 for \$12,559.93 and voucher number 20150316 for \$34,605.93. There were no adult substitute care or child substitute care vouchers. Prior

authorizations totaled \$6,182.90. There were no purchases. A motion was made by Mr. Krems and seconded by Mr. Krogwold to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Ms. Dodge reported on the permanency planning reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there is resignation pending on June 1 from public health.

VI. NEXT MEETING

The next meeting is scheduled for May 11, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:30 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
May 11, 2015

Present

Jeanne Dodge
Nancy Prince
Chris Doubek
Jerry Walters
Jim Krems
Dr. Gene Numsen
Lonnie Krogwold

Excused

Dan Dobratz

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Kim Vagueiro, Children and Family Coordinator; Dianne Koca, Office Manager; Amy Marcott, Community Programs Coordinator; and Connie Sherd, Special Needs Supervisor.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

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

A. Approval of Meeting Minutes of Health and Human Services Board for April 27, 2015

A motion was made by Mr. Krems and seconded by Mr. Doubek to approve the minutes as presented. Motion carried.

B. Correspondence

Mr. Przybelski stated the County Executive has appointed James Clark to replace Ms. Borski on the Board. This appointment still needs to be approved by Executive Operations Committee as well as the full County Board. .

C. Director's Report

Mr. Przybelski stated it was a big week at the Capitol. The budget changes to the mental health issues is in debate. The Wisconsin Counties Association has heard that three senators are looking to remove all these changes from the bill. There has not been a lot of discussion regarding the combining the children's COP funding. Also, changes, if any, to economic

support is anticipated to be announced this week.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Presentation on First Quarter Program Statistics for the Division of Community Programs

Ms. Marcott stated some statistics are unavailable currently due to the conversion to the new ERP programming. Emergency detentions are up slightly but this is typical for the first quarter of the year due to the holidays being over, it being winter, etc. Mr. Krogwold questioned why there was a change in the wait list for psychological services. Ms. Marcott stated for the psychiatrist, there is only so many available slots and once they are filled there are no remaining slots for new clients since the existing clients take up the time. As for the counseling wait list, the wait list was gone through and individuals were removed that have sought services elsewhere. Mr. Walters questioned the reason for the lack of psychiatrists. Ms. Marcott stated its primarily due to Portage County being primarily a rural area. North of Wausau there are next to no psychiatrists. It is anticipated the psychiatric residency resolution that was passed at the last meeting will help retain psychiatrists in this area in the future. Child psychiatrists are even more scarce. The intensive in-home therapy program is steady and at capacity at this time. The mental health vouchers statistics have been removed from the statistics due to very few being given due to the Affordable Care Act. The program still exists but it is used very rarely. Community Based Residential Facility placements have remained steady. There is continued education being given to community partners regarding emergency protective placement procedures for adults and elders at risk. Emergency placements for these adults is only for 72 hours and is done at the Health Care Center. Additionally there is very good collaboration with law enforcement regarding mental health interventions. The largest concern currently is in Birth to Three with one of the coordinators out on extended medical leave and case referrals remaining high.

Ms. Sherd distributed information regarding the Birth to Three program. Ms. Sherd reviewed the information distributed. The flow chart shows what the process is. The referral, initial intake home visit, interview and evaluation, as well as the individual family service plan need to be completed within 45 days. Once enrolled services must start within 30 days and a review needs to be completed every three months. Once the child reaches two years and three months of age a transition planning process must begin. The transition planning conference must be held at least 90 days prior to the child turning three. In 2014, there was an average of 111 children served in Birth to Three. This equated to about 55 children per service coordinator. Mr. Doubek questioned what the ratio per worker should be. Ms. Sherd stated there is no number but compared to other counties our ratio is high. For example, Waupaca County has 3.5 coordinators where we only have 2 coordinators. The average length of time for a child in the program is 18 months. Ms. Marcott stated as child protective services referrals increase, as do the Birth to Three Referrals. If there is substantiated child abuse, a referral must be made to Birth to Three to see if the child is eligible for services.

B. Discussion: Child Welfare Staffing

Mr. Przybelski stated there are 107 cases for five ongoing workers which averages to 21 to 22 cases per worker. The recommended caseload is 12 cases per worker. A request will be made to extend the existing LTE position til the end of the year which will bring the average down to 18 cases. The approximate cost of this request is \$15,000. A new position will go through the normal position request process which is to include it in the budget. Mr. Przybelski stated he will make sure Human Resources and the Finance Committee are aware of what is being requested. Dr. Numsen questioned what the chances are of getting down to 12 cases per worker. Mr. Przybelski stated this is slim. The Department is looking at trying to find ways to get cases to permanency quicker. Once a child is returned home, the Department is staying involved for one year. A motion was made by Mr. Walters and seconded by Mr. Doubek to make the recommendation to request the LTE extension and to place the new position request in the budget. Motion carried.

C. Discussion/Action: Work at Home Policy

Mr. Przybelski stated the policy was included in the packet. Working from home would only be allowed under the parameters in the policy. Ms. Prince

stated the first circumstance of having a sick child conflicts with the first paragraph of needing to have 40 hours in prior to working from home. Ms. Prince questioned if other departments do this in the county. Mr. Przybelski stated he is not aware of any others allowing this. Law enforcement is available 24/7 so there is no need. Other departments don't have the strict timelines for required documents/documentation as this Department does. Ms. Prince questioned if employees could use their own computers or if laptops would be provided. Mr. Przybelski stated either. The programs are web based so it doesn't matter which it is a county computer or personal computer. The employee must get approval prior to working from home. This includes the amount of time they will work and what will be worked on. All information will be tracked. Ms. Prince raised concerns such as workman's comp, fire exits, evacuation plans, etc. Mr. Krogwold questioned what the liability involved would be. Mr. Przybelski will check with Corporation Counsel and bring back a revised policy.

III. FISCAL ISSUES

A. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated the regular account vouchers totaled \$102,317.10. High cost account vouchers totaled \$172,763.26. They include voucher number 20150366 for \$28,318.82, voucher number 20150368 for \$67,931.25, voucher number 20150364 for \$7.050, and voucher number 20150335 for \$1,277.26. Adult substitute care vouchers totaled \$37,950.30 and child substitute care vouchers totaled \$132,922.73. There were no prior authorizations or purchases. Ms. Prince questioned the payments to Gemini Employee Leasing. Mr. Przybelski stated these payments are for previous services and confirmed Gemini is closing. A motion was made by Mr. Krogwold and seconded by Dr. Numsen to place the vouchers on file. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters reported on CAP Services.

Ms. Dodge reported on the permanency planning reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there is an opening in Public Health due to the resignation of an employee on June 1. Additionally, on Friday, May 8, the OWI Assessor tendered their resignation.

VI. NEXT MEETING

The next meeting is scheduled for June 8, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:35 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
June 8, 2015

Present

Jeanne Dodge
Dan Dobratz
Nancy Prince
Jerry Walters
Jim Krems
Dr. Gene Numsen
Lonnie Krogwold

Excused

Chris Doubek

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Kim Vagueiro, Children and Family Coordinator; Jason Hake, Business Manager; Amy Marcott, Community Programs Coordinator; and Connie Sherd, Special Needs Supervisor.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for May 11, 2015

A motion was made by Mr. Walters and seconded by Mr. Dobratz to approve the minutes as presented. Motion carried.

B. Correspondence

Mr. Przybelski stated the Wisconsin Counties Association website has a snapshot of the state budget. The impact to health and human services includes a few things "in the air" regarding drug testing for those individuals receiving food stamp benefits. Additionally there are a number of changes in the funding for mental health services. The funds remain the same, there are changes in how the funds will be distributed. The Joint Finance Committee is looking at changes to the long term care system. Essentially the new proposal will end long term care services as we know them today. The state is looking to privatize the system. There are still decisions being made regarding children's COP funding.

C. Director's Report

Mr. Przybelski stated a contract was entered with Mark Stahl to provide our OWI assessment services. The contract is for \$10,000. Mr. Stahl did provide these services for us in the past when the OWI assessor position was vacant.

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

There were no members of the public present.

II. PROGRAM ISSUES

A. 2014 Annual Report

Mr. Przybelski stated the 2014 annual report contains lots of information. There is also comparative data from the previous annual report.

B. Discussion/Information: Public Health Reorganization

Mr. Przybelski stated an individual who held a 32 hour position left. An internal candidate held a 20 hour position and took the 32 hour position that was vacated. It was decided to distribute the 20 hour vacant position across the division. The hours were distributed among school services, community health services, communicable disease control, and prenatal care coordination. The budget is not affected. Essentially most of the employees are now at 40 hours. This will allow for better coverage in all areas. The County Executive was made aware of the changes.

C. Discussion/Action: Request to Work from Home Policy

Mr. Przybelski stated he discussed the issue of liability with Corporation Counsel. Since the policy will be used on an infrequent basis, there was no need for any liability concerns. A motion was made by Mr. Dobratz and seconded by Dr. Numsen to accept the policy. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action on Grant Application for Birth to Three Program

Mr. Przybelski stated the grant request is for \$200 from Frame Memorial Presbyterian Grant Fund. If received, the funds would be used to purchase 30 developmentally appropriate picture books to be given to children and families qualifying for the Birth to Three Program. A motion was made by Mr. Krogwold with a second by Mr. Krems to approve the grant application. Motion carried.

B. Discussion/Action on Approval of Contracts Greater than \$25,000 But Less Than \$100,000

Mr. Przybelski the CAP Services grant is to provide the home visiting/parent aide program. They would be the new Healthy Beginnings provider. There were three bids received but it was felt CAP Services would be the best fit with the program. The other contract is with Deanna McKinney. This is for the dental services grant. These services were previously contracted with Gemini Services to provide but when Gemini closed its doors it was decided to contract with the individual who was providing the services. Funds for this service come from the Seal-A-Smile grant. A motion was made by Mr. Krems with a second by Mr. Walters to approve the contracts. Motion carried.

C. Discussion/Action to Place Vouchers on File

Mr. Przybelski stated no vouchers were received due to the ERP. Mr. Hake stated they are working to get one report to every Board/Committee.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters reported on CAP Services.

Ms. Dodge reported on the permanency planning reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there the OWI Assessor position is currently vacant and will be refilled.

VI. NEXT MEETING

The next meeting is scheduled for June 22, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:10 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
June 22, 2015

Present

Jeanne Dodge
Chris Doubek
Dan Dobratz
Nancy Prince
Jerry Walters
Jim Krems
Dr. Gene Numsen

Excused

Lonnie Krogwold

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Zach Bishop, Portage House; Gary Garske, Health Officer; Jason Hake, Business Manager; Amy Marcott, Community Programs Coordinator; and Kate Kipp, Justice Programs.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for June 8, 2015

A motion was made by Mr. Walters and seconded by Mr. Doubek to approve the minutes as presented. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski informed the Board the annual public meeting regarding the budget needs to be held to receive citizen input. The meeting is tentatively scheduled for August 12.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Presentation/Information on Community Residential Program (CRP)

Mr. Przybelski stated the CRP programming is done through Portage House and some programming through Justice Programs. Mr. Bishop indicated there are a handful of new participants. The program is running well and participants are responding to the ways we are trying to reach them. A vast majority of the participants are county residents. There are currently 17 participants of which 15 are county residents. CRP costs are billed back to the State so there is no charge to Portage County. The Department of Corrections came in and did an evaluation. The score received was low. The criteria used is compared to a perfect program. It was felt is the State was working more closely when the program was being designed the score would be higher. Corrective action plans were developed to work on issues. It is felt the next review will yield a higher score. An example of one area that receive a low score was the State came in December to complete their review. Experience of staff needed to be at two years. Two staff were six weeks shy of the two years experience requirement which resulted in a low score. Ms. Kipp stated the action plans were developed and delivered to the State. Ms. Marcott stated the standards the State is using are for the ideal program. A few simple changes will cause the score to go up. A lot of the review is academic and the standards are very challenging to meet. The raw score received was 31.65% which is just under the national average. Mr. Dobratz questioned what is the most difficult shortcoming to overcome. Mr. Bishop stated not much is not attainable. Mr. Walters asked the average length of stay. Mr. Bishop stated it is 90 to 120 days. There are three groups averaging eight weeks in length. The programs are staggered to allow completion. Mr. Clark questioned if they can "pick and choose" who comes to Portage House. Mr. Bishop said there is a waiting list and only with a good reason can they deny someone entry to Portage House. Mr. Clark questioned if there are services like this for the female population. Mr. Bishop stated not like this.

III. FISCAL ISSUES

A. Discussion/Action on Resolution to Approve Contracts Over \$100,000

Mr. Przybelski stated this contract is for mentoring services. A vast majority of individuals receiving this service are funded through CLTS. A correction on the summary form to item 11 will be done to reflect this is an amended contract rather than a renewal. A motion was made by Mr. Clark and seconded by Dr. Numsen to approve the resolution. Motion carried.

B. Discussion/Update on 2015-2017 State Budget

Mr. Przybelski stated the Wisconsin Counties Association website reflected some additional information on the state budget. The Joint Finance Committee is looking at the economic support programs. The allocation will be about \$245,000 short. The State stated additional funding could come from the reserves but there is no information on how to access the reserves for the additional funding. Our budget will be prepared on the funds we receive. If the additional funding is not taken from the reserves, then staff will need to be reduced by three. Mr. Walters questioned what recourse the Department has to resolve this. Mr. Przybelski stated a request could be made to the County asking to increase the budget but since the services provided are through a contract with the State it is felt the State should provide the funding. The fees for Environmental Health have been frozen for two years by the State.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Dr. Numsen reported on the Mental Health Coordinating Committee.

Mr. Walters reported on the CAP Services meeting.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there the OWI Assessor position is currently vacant and will be refilled. Additionally an Economic Support position will be vacated due to the individual moving out of state.

VI. NEXT MEETING

The next meeting is scheduled for July 13, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
July 13, 2015

Present

Jeanne Dodge
Lonnie Krogwold
Chris Doubek
Dan Dobratz
Nancy Prince
Jerry Walters
Jim Clark
Dr. Gene Numsen

Excused

Jim Krems

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Services Coordinator; Mandy Mayek, Economic Support Supervisor; and Reid Rocheleau, citizen.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for June 22, 2015

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

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the state budget has been signed with some vetoes. The vetoes include removal of freezing rates for some licensed establishments. Residential care facilities and treatment foster care facilities cannot have an unlimited reserve. The consolidation of mental health funding was to be consulted with counties in 2016 and beyond but this will not happen. All this information is available on the Wisconsin Counties Association website.

Mr. Przybelski stated work will begin on the budget next week and will be utilizing the new MUNIS system.

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

Mr. Rocheleau requested to make comments at this time. Mr. Rocheleau was informed that Marathon and Wood Counties put more county tax levy into the human services budget than Portage County does and requests that Portage County do the same. Rather than spending money on a new jail facility that only helps a few individuals in the community, he would rather see funds spent in human services programs that help thousands in the community. Mr. Krogwold explained the funds for the jail come from a different source. These funds are not available for programming. Mr. Dobratz commented that rather than looking at a new facility for human services, to keep the same facility as it is still in good condition and seems to be large enough to accommodate the services and staff it needs. Mr. Przybelski stated it is true that Portage County HHS receives a smaller percentage of county tax levy than Marathon and Wood Counties do.

II. PROGRAM ISSUES

A. Discussion/Presentation of Second Quarter Program Statistics from the Division of Children and Family Services

Ms. Vagueiro reported the AODA grant was received for Juvenile Justice. The grant provides training, new tools to be utilized, and screenings. Mr. Walters questioned if the breweries have been approached regarding contributing to AODA programs. Ms. Vagueiro stated they have not been. The grant received is a state grant. Ms. Vagueiro stated there are 100 children in substitute care. There are currently 108 families on the caseload for child protective services to date. This equates to 18.8 families per worker. Access fielded 385 calls with results in 32 calls a week. Mr. Doubek questioned what the Wilderness Program is. Mr. Przybelski stated this is a residential program that works with AODA and delinquent youth. Essentially they are out in the Chequamegon National Forest where programs are conducted. This is a very effective program. Ms. Vagueiro stated she will provide the missing transportation numbers on page 8. Ms. Vagueiro stated the percentage of performance measure 4, found on page 11, is up 6% due

to some adjustments that were made. Mr. Dobratz questioned if the LTE position in child protective services will continue until the end of the year. Mr. Przybelski stated a request is being made to the Human Resources Committee to extend the LTE until the end of the year. Additionally, a request will be made in the budget to make the position permanent in 2016.

Ms. Mayek presented on the statistics for economic support. The active caseload is currently 7,407. Since these services are provided by a consortium, this figure only represents the cases that Portage County is handling which could be from any of the counties in the consortium. The Emergency Services Referrals are strictly Portage County referrals. This service is handled by a contracted vendor. The new statistics begin on page 7. The first shows the number of applications processed and the timeline percentages. The figures are broken out by consortium and also just Portage County. The timeline benchmark set by the state is 95%. The next statistic shows the call center numbers for both the workgroups established in the consortium. Currently Portage County staffs three individuals on the call center, Marathon County staffs nine individuals, and Langlade and Oneida staff between one and two individuals. The statistics show the number of calls received and the average speed of answer shows how long the individuals are on hold waiting for their call to be answered. The last statistic is the benefit recovery claims establishment. The consortium receives a percentage of funds back from the state for all claims collected and Portage County receives a percentage of that. There is one FTE that services the consortium. The second quarter of 2015 there was a drop in recovery due to the individual being out on extended leave for the National Guard.

B. Discussion/Action on Revised Kinship Care Policy

Mr. Przybelski stated these are primarily technical changes. The changes are on page 13 in the first paragraph the DCF chapter is 58 and the third paragraph the statute number is 58.03(18). Page 16 under number 2, the last sentence was added. Page 18 the dollar amount changed to \$232 in the third paragraph. Also the criteria for moving an applicant from the wait list was listed out. The last change is on page 19 which added the third bullet, "The parent is a teen parent." A motion was made by Mr. Dobratz with a second by Mr. Krogwold to approve the policy changes. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action on Babe-B-Safe Grant Application to Community Foundation of Central Wisconsin

Mr. Przybelski stated the grant is through Community Foundation of Central Wisconsin and the amount requested is \$3,500. The funds would be used to baby proof homes for eligible clients through the Prenatal Care Coordination Program. A motion was made by Mr. Doubek with a second by Mr. Walters to approve applying for the grant. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters and Mr. Clark reported on the CAP Services meeting.

Ms. Dodge reported on the permanency planning reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated an Economic Support position is currently vacant. There will be a retirement in Public Health on August 3.

VI. NEXT MEETING

The next meeting is scheduled for July 27, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:35 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
July 27, 2015

Present

Excused

Jeanne Dodge
Jim Krems
Lonnie Krogwold
Chris Doubek
Dan Dobratz
Nancy Prince
Jerry Walters
Jim Clark
Dr. Gene Numsen

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Services Coordinator; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for July 13, 2015

A motion was made by Mr. Dobratz and seconded by Mr. Doubek to approve the minutes as presented. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the managers are beginning work on the budget in the new MUNIS system.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Presentation of Second Quarter Program Statistics from the Division of Community Programs

Ms. Marcott stated the psychiatrist wait list has gone up due to a psychiatrist at Ministry Health being on extended leave which has caused patients to migrate to our clinic. Adult Protective Services referrals have increased. Most of the referrals are a combination of mental illness along with dementia. The majority of clients are elderly or at-risk adults. Emergency detentions went down in the second quarter. Some of the figures are still not available in the high cost inpatient report due to the ERP tracking changes. In general the costs are down in the inpatient budget due to the Affordable Care Act. There is currently one child at Winnebago who is included in the numbers. The county is responsible for 40% of the cost of placement. The partnership with Wood County for CCS services will allow the county to recoup 100% of the payments compared to the 60% before partnering with Wood County. There is still the vacant OWI Assessor as well as one vacancy in the Community Support Program (CSP) with another one coming up in September due to a retirement. Mr. Clark questioned the qualifications needed for the CSP position. Ms. Marcott stated a bachelors degree along with one year experience working with mental health issues. Dr. Numsen asked for clarification of the client contact percentages. Ms. Marcott stated the percentage reflects the number of hours that clients met with the psychiatrist and clinicians. The percent of contacts is better than the state average.

III. FISCAL ISSUES

- A. Discussion/Action on Approval of Contracts Greater Than \$25,000 But Less Than \$100,000

Mr. Przybelski stated the contract is fir SaintA Inc which is a treatment foster care facility where a child was recently placed. Motion made by Mr.

Krogwold with a second by Dr. Numsen to approve the contract. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Ms. Dodge distributed information on the regional consortium block grant.

Ms. Dodge attended the roundtable discussion on difficulty child protective services cases.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there are currently five vacancies. Two will be for Community Support Program social workers. One individual left and another will be retiring. Advertising is currently going on for the Economic Support worker due to the vacancy created when the employee moved out of state. The OWI Assessor position is currently going through the interview process. The last position is a public health nurse position that will be vacated due to a retirement.

VI. NEXT MEETING

The next meeting is scheduled for August 10, 2015, at 4:30 p.m. at Health and Human Services.

The public hearing on the budget is scheduled for August 12, 2015, at 6:00 p.m. at the Annex in conference rooms 1 and 2.

VII. ADJOURNMENT

The meeting adjourned at 4:55 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
August 10, 2015

Present

Jeanne Dodge
Lonnie Krogwold
Chris Doubek
Nancy Prince
Jim Clark
Dr. Gene Numsen

Excused

Jim Krems
Dan Dobratz
Jerry Walters

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Services Coordinator; and April Niemi, CAP Services.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for July 27, 2015

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

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the budget has been a challenge working in the new system. The IT allocation was just received this morning. The budget is due to the County Executive.

Mr. Przybelski stated new position requests and reclasses need to be approved by the Board. As such Mr. Przybelski questioned if the Board could meet at 5:45 p.m. on Wednesday, prior to the public hearing, to handle these requests. The Board agreed to meeting at that time.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Presentation of Family First Program from CAP Services

Ms. Niemi stated the Family First Program is replacing the Healthy Beginnings program. The home visit program will remain with the Parent as Teacher curriculum being used. There are no income guidelines in order to participate in the program. The focus will be on the youngest child in the home, generally 0 to 4 years of age. There are services available to older children such as HeadStart and 4K. There are two home visitors that will have 30 families each, or a total of 60 families. Home visits are to be one hour in duration. It is anticipated that each family would be visited twice a month which would total 60 home visits each month for both home visitors. If there are less than 60 families being served, the visits would increase for whichever family needs more time. Socialization, parent training, and events will occur every month. The overall goal is for the family to have the opportunity to gain skills to guide their child(ren) in a positive way and to be ready for school. Ms. Niemi reviewed the objectives included in the packet. Mr. Krogwold questioned what happened to the families that were involved in Healthy Beginnings. Ms. Niemi stated some of the families elected not to participate in Family First. Ms. Prince questioned what recruiting strategies will be used to inform the public about the program. Ms. Niemi stated information will be available thru 211, a web page, news releases, community agencies, and brochures in the community. Many referrals will come from the hospital and other partners who were connected with Healthy Beginnings.

- B. Discussion/Presentation on Second Quarter Program Statistics for the Division of Public Health

Mr. Garske stated it has been a calm quarter. Immunizations are down due to the Affordable Care Act. If individuals have insurance, they are now required to get their immunizations at their physician's office. There has been a slight increase in hepatitis C cases. These are mostly 50 to 60 year

olds. WIC numbers have been steady. Environmental Health is on track. A procedure will be looked at to take action in a timely manner on those establishments not paying their licensing fees on time. Water sampling was high due to campgrounds and such getting ready to open. Rabies submittals consist of bats. There have been no cases of blastomycosis in Portage County.

III. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Ms. Dodge reported on the permanency planning reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there are currently four vacancies. One is an Economic Support worker which interviews are occurring. Interviews are occurring for the OWI Assessor. The Community Health Nurse position is being posted as is the Community Support Program social worker position.

V. NEXT MEETING

The next meeting is scheduled for August 12, 2015, at 5:45 p.m. at the Annex.

The public hearing on the budget is scheduled for August 12, 2015, at 6:00 p.m. at the Annex in conference rooms 1 and 2.

VI. ADJOURNMENT

The meeting adjourned at 5:25 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
August 12, 2015

Present

Jeanne Dodge
Lonnie Krogwold
Chris Doubek
Nancy Prince
Jerry Walters
Jim Clark
Dr. Gene Numsen

Excused

Jim Krems
Dan Dobratz

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Services Coordinator; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 5:45 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. PROGRAM ISSUES

A. Discussion/Possible Action on 2016 New Position Requests

Mr. Przybelski stated there are 2.55 FTE position requests. All will be funded without an increase in tax levy. Savings will be realized in four areas: through the Affordable Care Act, the change in Medicaid eligibility, savings realized in the CCS program, and two grants which were awarded.

The first position is for a Special Needs Program Assistant for Birth to Three. The position is for 22 hours per week. Ideally, the Department would prefer to increase the hours in the future if funds are available. The position would support the Birth to Three staff to meet the strict timelines. The position would prepare and file paperwork, run reports, complete correspondence, etc. This would allow the Birth to Three service coordinators to spend their time to meet deadlines with an ever increasing caseload.

The second position is for a full time Child Protective Services Supervisor. Currently, Portage County is the only county in the area that does not have two supervisors in this area – one to supervise the Initial Assessment Social Workers and one to supervise the Dispositional Workers. There are strict deadlines to meet in this area as well. Currently there is only one supervisor managing both areas and the workload is becoming unmanagable.

The last position is for a full time Dispositional Social Worker in Child Protective Services. There is currently an LTE that is approved until the end of the year. If the position is not approved, the existing workers will be back to 22 cases per worker. With the addition of the new position, the caseloads drop to 18 cases per worker. The recommended caseload size is 12 cases per worker. Mr. Krogwold moved to approve all the position requests with a second by Mr. Clark. Motion carried.

B. Discussion/Possible Action on Possible 2016 Reclassification Requests

Mr. Przybelski stated the OWI Assessor position was bumped down two years ago when the previous worker retired. This allowed the application pool to be expanded in order to fill the position. The State now requires the OWI Assessor to be certified/licensed to provide these services. Which means the position will need to be reclassified to what it was prior to the bump down. The reclassification would take effect January 1, 2016. The revenues generated by the position will cover the cost of the increase. The position is for 35 hours per week. The position was recently vacated and interviews have been held with an offer made. A motion was made by Mr. Clark with a second by Mr. Doubek to approve the reclassification request. Motion carried.

II. ADJOURNMENT

The meeting adjourned at 5:56 p.m. on a motion from Mr. Walters with a second by Dr. Numsen

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
August 12, 2015

Present

Jeanne Dodge
Jerry Walters
Jim Clark
Chris Doubek
Lonnie Krogwold
Nancy Prince
Dr. Gene Numsen

Excused

Jim Krems
Dan Dobratz

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Coordinator; Amy Marcott, Community Programs Coordinator; Reid Rocheleau, citizen.

The meeting was brought to order by Ms. Dodge at 6:00 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. FISCAL/PROGRAM ISSUES

A. Public Budget Hearing to Gain Citizen Input on the Development of the Health and Human Services Department's Annual Budget and Delivery of Service Plan

Mr. Rocheleau stated there is a big need to expand services. Mr. Rocheleau was concerned about the recent attempted suicide in the jail. Rather than having an individual in jail with mental health issues, he felt the individual needed intervention groups, medication, and counseling. Mr. Rocheleau stated spending \$80 million on a jail is not needed. Mr. Rocheleau felt the judges needed to be on board as well to expand services to help individuals who should not be in jail but rather receiving services. Mr. Przybelski stated there is a juvenile program, called Gateway, which has played a major role in reducing recidivism in juveniles. Mr. Przybelski stated adults with mental health issues are served in the jail. There have been few suicides in the jail setting. Individuals are connected with services once they leave the jail as well. Mr. Przybelski stated creation of a drug court would help to divert non-violent criminals. Grant funding is being looked for in order to support this program. Mr. Krogwold informed Mr. Rocheleau that the funds available to spend on programs are at the cap allowed for tax levy. Any additional funding needed for programs at HHS would require other departments to

reduce their portion of the county tax levy they receive to run their programs. Additionally departments cannot borrow from the general operations budget as that is not allowed. Mr. Przybelski stated Portage House has been having great success with the Community Residential Program. Individuals receive intensive services regarding AODA treatment, criminal thinking, anger management, etc. They receive 120 days of programming. Portage House is for medium to high risk offenders. They currently have a 80% success rate. Mr. Walters stated Wood County has a drug court due to receiving a grant for this. Mr. Rocheleau stated his point is to reduce the jail population and provide services not requiring jail placement. This way a new jail would not need to be built.

Ms. Dodge stated she read an article regarding the homeless population increasing in Portage County and asked how the agency is addressing this. Mr. Przybelski stated it is unsure why the population is increasing. The Salvation Army is not a county facility and also has non-county residents staying there. If an individual is a non-county resident, it is still the responsibility of the individual's county of residence to provide services. Ms. Dodge questioned the development of a warming house that is being discussed. Mr. Przybelski stated the Department was not invited to be a part of the discussion. The warming center could not provide beds since it would then become a residential facility which would require licensing.

Discussion occurred regarding the increased use of heroin, use of e-cigs and regulations, and foster children aging out of the system not eligible for the Affordable Care Act.

The meeting adjourned at 7:00 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
August 24, 2015

Present

Jeanne Dodge
Lonnie Krogwold
Chris Doubek
Jerry Walters
Nancy Prince
Jim Clark
Dr. Gene Numsen

Excused

Jim Krems
Dan Dobratz

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Family Services Coordinator; Zach Bishop, Portage House; Jodi Petersen, Juvenile Justice Supervisor; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for August 10 and August 12, 2015, and Health and Human Services Public Hearing for August 12, 2015

A motion was made by Mr. Clark and seconded by Mr. Krogwold to approve the minutes of August 10 and August 12 as presented. Motion carried. Dr. Numsen asked for clarification on how long children can remain in the Family First program. Mr. Przybelski stated he believes it is for as long as they are gaining benefit but will clarify this information.

Ms. Dodge request the August 12 public hearing minutes be amended to indicate a recent "attempted" suicide. A motion was made by Mr. Doubek with a second by Dr. Numsen to approve the August 12 Public Hearing minutes with the correction indicated. Motion carried.

B. Correspondence

Mr. Przybelski distributed a memo to citizen Board members regarding mileage from the County Clerk.

C. Director's Report

Mr. Przybelski stated a media release was issue regarding a positive case of west nile in the county from an animal. There have been no human cases.

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

There were no members of the public present.

II. PROGRAM ISSUES

A. Discussion/Update on Juvenile Justice AODA Grant

Ms. Petersen distributed information regarding the AODA grant. Ms. Petersen stated the grant was approved a year ago. Portage County was one of five counties to receive the grant. The purpose is to address and reduce substance use in youth. Ms. Petersen reviewed the handout. There are various screening and intervention tools being utilized. The PACT tool continues to be utilized to assess the risk and needs for delinquent youth. Another tool is the Global Assessment of Individual Needs-Short Screener (GAIN-SS). This tool quickly identifies clients with mental health/AODA issues. Teen Intervene is an intervention program. All staff have been trained in this program. Two staff have been trained in Fetal Alcohol Syndrome Disorders (FASD). These staff have conducted two staff trainings in the agency. It is hoped a screening tool will be developed out of this training. Training in Adverse Childhood Experiences (ACE) survey will be conducted next month. A pool of local providers for AODA and mental health for youth needs to be further developed. Currently there are very few providers in the area for this service. Reducing recidivism is the last area to be worked on. The PACT tool is a validated test to make sure youth are accurately assessed. The Gateway and the Juvenile Sanctions Programs continue in the county. Only one youth referred to each of these programs has reoffended. Additionally only one youth was placed out of home when they were involved in these programs. Youth who are involved in these programs are referred to the agency because they got in trouble with the law.

B. Discussion/Information on 2016 HHS Budget

Mr. Przybelski stated this is a preview as to where the agency is currently in the budget process. There is still more work to be completed. Mr. Hake distributed a brief overview of the budget as it is currently. Mr. Hake stated the budget figures reflect what has been done thus far. The 2015 budget figure is the figure that was presented in the 2014 budget process. It did not include various grants that were received in 2015 because at the time the budget was developed the agency did not know they were going to get these grants. The grants included the AODA grant and Brighter Futures grant. Additionally the regionalization of the CCS program was done in 2015. Budget adjustments were made once the grants were received. The tax levy increased 3.76% which includes the health insurance adjustment. The major highlights include receiving funding for Wisconsin Well Women's Program. Originally it was believed we would lose this funding in 2015. The program went out to multi-county programs and Portage County was selected to provide this program. WIC funding was decreased due to a decreased caseload. School contracts were increased 2% and environmental health fees increased 3%. The Seal-A-Smile grant increased slightly and the Maternal Child Health grant decreased slightly. The Ministry contract was decreased by about \$229,000 due to the Affordable Care Act. A reclass for the OWI Assessor is requested due to the requirement of certification. New positions total 2.55 FTE. They include a 0.55 FTE Birth to Three Tech, a 1.0 FTE ongoing Social Worker, a 1.0 FTE ongoing Supervisor. A decrease in Income Maintenance revenue of about \$27,000 is included. The fund balance will be applied to fund a TPR attorney and paralegal. Mr. Walters expressed his concern regarding the increase in health insurance and requiring employees to pay a higher percentage without their salaries increasing as well.

III. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session as there were no reports.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the OWI Assessor position has been filled. There are two candidates for the Community Support Program existing vacancy with another vacancy to occur due to a forthcoming retirement. The Economic Support vacancy has been filled. There is still a Public Health Nurse vacancy and the Intensive In-Home worker has just submitted their resignation.

V. NEXT MEETING

The next meeting is scheduled for September 14, 2015.

VI. ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

**MINUTES
HEALTH AND HUMAN SERVICES BOARD
September 14, 2015**

Present

Excused

Jeanne Dodge
Jim Krems
Lonnie Krogwold
Dan Dobratz
Chris Doubek
Jerry Walters
Nancy Prince
Jim Clark
Dr. Gene Numsen

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; and Kim Vagueiro, Children and Family Services Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for August 24, 2015

A motion was made by Mr. Walters and seconded by Mr. Doubek to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the Finance Committee approved the navigator grant. A part-time LTE will be hired to help navigate individuals through the health insurance marketplace. There are three counties involved: Portage, Waushara, and Adams Counties.

Mr. Przybelski stated information will be appearing regarding the potential for blastomycosis and blue-green algae due to the Amherst Mill pond being drawn down. Mr. Walters questioned what blue-green algae is. Mr. Garske stated it is a bluish green algae that appears as a greenish slime. The algae can produce toxins. Signs will be posted to alert the public of the potential for these to be present.

- 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

There were no members of the public present.

II. PROGRAM ISSUES

- A. Discussion/Action on Resolution to Authorize Contracts Over \$100,000

Mr. Przybelski stated this resolution is for the department to receive funding from the school district to provide school health services. The School Board will be voting on the issue today. The new Point of Discovery School (POD) is included in the contract. The contract is for the Stevens Point School District only. A motion was made by Mr. Doubek with a second by Mr. Clark to approve the resolution. Motion carried.

III. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

- A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters reported on the CAP Services meeting.

Ms. Dodge reported on the permanency planning.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated interviews are being conducted for the Intensive In-Home vacancy. One of the Community Support Program vacancies has been filled. The other is still vacant due to a retirement. A Dispositional Social Worker position with Child Protective Services is now vacant due to the individual accepting the Community Support Program position. Additionally, there are two vacancies that will be in Economic Support due to one individual leaving and another retiring. A nursing position is also still vacant. There will be a vacancy in Children with Special Needs due to an individual leaving to move out of state.

V. NEXT MEETING

The next meeting is scheduled for September 29, 2015, due to a conflict on September 28.

VI. ADJOURNMENT

The meeting adjourned at 5:10 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
October 1, 2015

Present

Jeanne Dodge
Jim Krems
Lonnie Krogwold
Dan Dobratz
Chris Doubek
Nancy Prince
Jim Clark
Dr. Gene Numsen

Excused

Jerry Walters

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Nancy Eggleston, Wood County Health Department; Jill Klesmith, UW Eau Claire nursing student; and Kirsten Adsit, UW Eau Claire nursing student.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for September 14, 2015

A motion was made by Dr. Numsen and seconded by Mr. Clark to approve the minutes. Motion carried. Dr. Numsen asked whether the School Board approved the contract presented in item II.A. Mr. Przybelski stated they did. Dr. Numsen asked what the Point of Discovery school is, mentioned in the contract. Mr. Przybelski stated this is a new charter school located at Jackson School.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski had no report since the topics will all be covered in the agenda.

- 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

There were no members of the public wishing to address the Board.

II. PROGRAM ISSUES

- A. Discussion/Presentation on Building Resiliency Against Climate Effects (BRACE) Program in Collaboration with Wood County

Mr. Garske distributed a copy of the powerpoint presentation along with maps showing the heat vulnerability index and lyme disease summary. Portage and Wood Counties were selected as one of four pilot projects back in 2014-2015. The project was renewed for 2015-2016. Mr. Garske presented the powerpoint presentation. Ms. Dodge questioned what are some supplies people should have on hand in case of a climate event or power outage. Mr. Garske stated things such as water, stable foods which are canned or dry, and other things depending on the situation. Ms. Prince questioned if the stakeholders meeting was well attended. Mr. Garske stated about 16-20 stakeholders attending the Portage County meeting whereas Wood County had a great deal more in attendance during their meeting. Ms. Eggleston stated the information being presented is for policy holders to keep in mind when making future policy decisions.

- B. Discussion/Information on Public Health Division Update

Mr. Garske distributed a copy of the media release sent out regarding the Amherst Mill Pond draw down. The media release was sent out to be more proactive and make people aware of the potential for exposure to blastomycosis. There has been a surge of pertussis occurring. Cases were found in the Almond/Bancroft School as well as with UWSP student teachers. A potential case of TB came through the county again. This was with a migrant worker. Testing has come back and the individual was just ill and did not have TB. The worker has since left the state. The Division is currently planning on holding three influenza clinics for children. There has been one case of influenza A H1N1. Vaccine is available.

III. FISCAL ISSUES

A. Discussion/Action Resolution for 2015 Budget Adjustment for Out-of-Home Placement Costs

Mr. Przybelski stated due to the new MUNIS system a budget adjustment needs to be done. The request is to transfer \$175,000 from the reserve to the high cost item. The average of children in placement in 2014 was 68 whereas we are averaging 84 children this year. The high cost residential placements have increased from 3.75 children last year to 6.55 children this year. Ms. Dodge questioned how much funds are in the reserve. Mr. Przybelski stated \$1.6 million. A motion was made by Mr. Dobratz and seconded by Mr. Doubek to approve the resolution. Motion carried.

B. Discussion/Action Resolution for 2015 Budget Adjustment for Comprehensive Community Services Funds

Mr. Przybelski stated this is once again an adjustment that needs to be done due to the MUNIS system. The Comprehensive Community Services program is fully funded from the state. A motion was made by Mr. Krems and seconded by Mr. Krogwold to approve the resolution. Motion carried.

C. Discussion/Action Resolution to Authorize Contracts Over \$100,000 with Energy Services Inc.

Mr. Przsybelski stated this resolution will allow the Department to enter into a contract with Energy Services to provide energy and emergency services. Dr. Numsen questioned where Energy Services is from. Mr. Przybelski stated they are based out of Madison and handle these services for numerous areas in the State. They have been handling Portage County's energy and emergency services for years. A motion was made by Mr. Dobratz with a second by Dr. Numsen to approve the resolution. Motion carried.

D. Discussion/Information on 2016 Budget Update

Mr. Przybelski stated he hoped to be able to provide an update but the County Executive is still working on the budget. The Department had to cut back on a few things but nothing major. The position requests were included in the budget. Mr. Przybelski is awaiting to hear back from the County Executive regarding the budget.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

- A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

There were no reports.

- B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

- A. Discussion/Information on Position Refills

Mr. Przybelski stated the OWI assessor, Intensive In-Home social worker, and a Community Support social worker positions were all filled. Current vacancies include two Economic Support positions, the Public Health Navigator position, a Long Term Care social worker position, a Public Health nurse position which interviewing is currently occurring, and a Community Support social worker position which the Department is currently waiting for acceptance of the position from a candidate.

VI. NEXT MEETING

The next meeting is scheduled for October 12, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:30 p.m.

Submitted by:

Dawn Grasamke
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
October 12, 2015

Present

Jeanne Dodge
Jim Krems
Dan Dobratz
Chris Doubek
Nancy Prince
Jim Clark
Dr. Gene Numsen

Excused

Lonnie Krogwold

Absent

Jerry Walters

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Gary Garske, Health Officer; Jason Hake, Business Manager; Kim Vagueiro, Children and Families Services Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for October 1, 2015

A motion was made by Mr. Clark with a second by Mr. Krems to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the budget was presented on Tuesday. Ms. Dreier kept our budget intact. Mr. Przybelski stated he heard there may be possible amendments to the budget on the County Board floor. Mr. Przybelski looked for support from the HHS Board to say no to any changes to the Department's budget.

- 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

There were no members of the public wishing to address the Board.

II. PROGRAM ISSUES

- A. Discussion/Action to Approve Environmental Health Enforcement Policy and Inspection Procedures

Mr. Przybelski stated the upcoming five agenda items are all due to the process of updating policies and procedures. Some will also impact the county ordinance which will need updating as well. A motion was made by Mr. Clark and seconded by Mr. Krems to approve the policy and procedure. Motion carried.

- B. Discussion/Action to Approve Child Lead Poisoning Prevention Program Policy

Mr. Przybelski stated the next four agenda items are all related to the Child Lead Poisoning Prevention Program. Mr. Garske stated the biggest change is the blood lead level being lowered to 5 mcg/dl. The CDC made this change last summer and the state approved the change in July. A motion was made by Mr. Dobratz with a second by Dr. Numsen to approve the policy change. Motion carried.

- C. Discussion/Action to Approve Child Lead Poisoning Prevention Program Blood Lead Level Screening Procedure

Mr. Przybelski stated this is a procedure for screening. Mr. Garske stated the procedure is technically for capillary draws. A small amount can be drawn and tested on site. Venous draws can be done by physicians. A motion was made by Mr. Clark and seconded by Mr. Doubek to approve the procedure. Motion carried.

D. Discussion/Action to Approve Child Lead Poisoning Prevention Program Blood Lead Level Results and Follow Up Procedure

Mr. Przybelski stated this is the follow up procedure. Mr. Garske stated this is a team approach between WIC and Prenatal Care Coordinators. It also identifies possibly sources of lead poisoning. A motion was made by Mr. Clark and seconded by Mr. Krems to approve the procedure. Motion carried.

E. Discussion/Action to Approve Child Lead Poisoning Prevention Environmental Investigations

Mr. Przybelski stated this is the follow up procedure for levels greater than 15 mcg/dl. Mr. Garske stated the owners are responsible for any improvements needed. The last lead investigation was in 2014. Treatment is dependent on the age and development of the child. The child's physician is relied upon to determine when the chelation will occur. A motion was made by Mr. Krems and seconded by Mr. Dobratz to approve the procedure. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action on Grant Application for Taking Action with Data Use of Environmental County Health Profile to Improve Environmental Health

Mr. Przybelski stated the grant application is for up to \$10,500. If the grant application is successful, funds would start November 2, 2015 and be available through July 31, 2016. There is no match for this grant. Finance has approved the grant application. Mr. Clark questioned if this is a new grant. Mr. Garske stated yes and no. It has been around for some time but there have not been many applications to use it. In essence a pilot project is being created with these funds. The agency has two environmental health workers that can do this work. There are eight grants available statewide. Portage County is a high nitrate area which would be the target area. A motion was made by Mr. Dobratz and seconded by Mr. Doubek to approve the grant application. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

- A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Ms. Dodge reported on the permanency planning reviews.

- B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

- A. Discussion/Information on Position Refills

Mr. Przybelski stated the current vacancies include the LTE in Child Welfare, the Community Long Term Support Social Worker, and an Economic Support worker. All other vacancies have been filled.

VI. NEXT MEETING

The next meeting is scheduled for October 26, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:07 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
October 26, 2015

Present

Jeanne Dodge
Lonnie Krogwold
Jerry Walters
Jim Krems
Dan Dobratz
Chris Doubek
Nancy Prince
Jim Clark

Excused

Dr. Gene Numsen

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Jason Hake, Business Manager; Kim Vagueiro, Children and Families Services Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for October 12, 2015

A motion was made by Mr. Dobratz with a second by Mr. Krems to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the Finance Committee acted on a \$25 gift card that was given to an employee of the Department by a client. Employees cannot accept gifts from clients. The Department sponsors two holiday baskets. It was decided at the Finance Committee to put the gift card in a holiday basket.

Mr. Przybelski informed the Board of four bills in the Senate. They pertain to child abuse and/or neglect. One bill, SB326, is requiring that all referrals made to child protective services be sent to law enforcement and a joint investigation shall be coordinated. Currently all referrals are written up with an access report then screened by the supervisor or coordinator. If they do not meet the standards they are screened out. Services are offered to the individuals/families of screened out reports if needed. This bill would require any report be referred to law enforcement and an investigation be coordinated within 12 hours irregardless if they meet the standards for abuse and/or neglect. Mr. Przybelski has testified regarding these bills. Senator Lassa has since withdrawn her co-sponsoring of the bill. Mr. Przybelski also spoke with Representative Shankland regarding this bill. No additional funding would be given for the additional work and staff needed by both this agency as well as law enforcement to meet these deadlines. The State of Minnesota has gone thru this and made 93 changes to the law. There was also \$54 million appropriated to accomplish these changes.

- 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

There were no members of the public wishing to address the Board.

II. PROGRAM ISSUES

- A. Discussion/Information on Third Quarter Program Statistics for Division of Children and Families

Ms. Vagueiro reviewed the statistics provided. There were 750 referrals to child protective services in 2004. 300 of these referrals were screened in. The Department is on track to receive 800 referrals for 2015. There are 30 cases waiting for Termination of Parental Rights. Five cases are pending currently. Juvenile Justice is working on the AODA grant. Additionally, one retirement was realized in this section this month. Economic Support is currently down two employees and hoping to fill these next week. The fraud position was refilled and \$129,000 was recovered per the consortium. The Department will get 15% of the \$60,000 of Portage County claims that were recovered. Child Support continues to do a good job. A 4% increase in arrears collection was realized this quarter. The benchmark is 80% and the Department is at 75%. There is no one in the state hitting the 80% mark.

Threats have been made to Child Protective Services staff as well as clients harassing staff. Mr. Przybelski stated this will be dealt with at the next meeting thru a resolution regarding threats of harm to staff.

B. Discussion/Action on Request for Out-of-Town Training

Mr. Przybelski stated the Casey Foundation has invited Child Protective Services workers from across the country to attend a two day summit in Seattle, Washington. A request is being made for five staff members to attend this summit. The Casey Foundation will cover the cost of airfare, transportation, hotel costs, taxes, meals, and in-room internet. A motion was made by Mr. Clark and seconded by Mr. Krems. Motion carried.

III. FISCAL ISSUES

A. Discussion/Update on 2015 HHS Budget

Mr. Przybelski heard some amendment requests were made at the Finance Committee from the library. The request was for \$78,000 to come from reserves. This request was not supported. It is believed this will come to the County Board floor with a request that the Board look at non-county funding. The Department currently is intact but there is some non-county funding that directly impacts our agency and the services we offer.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters reported on the CAP Services meeting.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there are two vacancies in Economic Support which are anticipated to be filled in the near future. Additionally, a retirement was realized in Juvenile Justice.

VI. NEXT MEETING

The next meeting is scheduled for November 9, 2015.

VII. ADJOURNMENT

The meeting adjourned at 5:10 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
November 9, 2015

Present

Jeanne Dodge
Dr. Gene Numsen
Jerry Walters
Jim Krems
Dan Dobratz
Chris Doubek
Jim Clark

Excused

Lonnie Krogwold

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Jason Hake, Business Manager; Kim Vagueiro, Children and Families Services Coordinator; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for October 26, 2015

A motion was made by Mr. Krems with a second by Mr. Doubek to approve the minutes. Dr. Numsen questioned II.A. Should the year in the second sentence be 2014 rather than 2004? Mr. Przybelski said it should. Motion carried with the correction to the year being made.

B. Correspondence

Mr. Przybelski stated he received information regarding a meeting on Friday regarding the UWSP campus going to a tobacco free campus. He will email the information to all Board members.

C. Director's Report

Mr. Przybelski stated the Department budget was left intact. As such the Department will move forward with the new positions that were included in the budget for 2016.

Mr. Przybelski informed the Board of SB326 and AB429 are the same bill. SB326 will require any report received regarding child abuse/neglect would require a joint investigation by law enforcement and child protective services. A change in the language is being considered to not require an investigation but for a referral to be made to law enforcement. Additionally, a new requirement will be to offer services to every referral received on a voluntary basis. Essentially this would require the Department to send a social worker to the home to offer services. There is no funding attached to these bills. Mr. Przybelski stated there will be a resolution brought forward at the next meeting to oppose this bill.

Mr. Przybelski stated a resolution will be brought at the next meeting regarding vaping on county property. City Ordinance 4.4.1 will need to be changed as well as the Human Resources policy.

- 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

There were no members of the public wishing to address the Board.

II. PROGRAM ISSUES

- A. Discussion/Action on Election of Health and Human Services Board Vice Chair

Mr. Przybelski stated Ms. Prince has resigned from the Board. Ms. Dodge called for nominations for the Vice Chair. Dr. Numsen nominated Mr. Clark. Mr. Dobratz seconded the nomination. No other nominations were made. Mr. Clark was unanimously voted to be the new Vice Chair.

- B. Discussion/Information on Third Quarter Program Statistics for the Division of Community Programs

Ms. Marcott presented the third quarter program statistics. The psychiatrist wait list has gone to 42 with a 3.5 month wait time. The psychiatrists are working as many new clients into their schedules as they can. The counseling wait list is up to 27. Outreach is being done to these new referrals to provide them with alternative resources but many want to be seen here by our therapist. The wait time on this list is hard to gauge. The

Department does see some veterans but we work with Mike Clements from the VA to get them seen at the VA. Emergency detentions rose to 41. Many are complicated cases. The intensive in-home wait list has grown as well. The intensive in-home aide position has been filled. Ms. Marcott stated a request for an addition position may be asked for during the 2017 budget process. The no show rate for the psychiatrists is very good. The average rate is 15%. Additionally the contact rate is very good as well. The average is 60%. Reporting of inpatient mental health numbers continue to be an issue due to how the system works with MUNIS. The Department has been paying for less inpatient stays due to the Affordable Care Act. A client was moved from Community Based Residential Care due to a medical issue. Ms. Marcott stated the Birth to 3 caseloads will be addressed during the 2016 budget process with a 22 hour clerk position to assist the case managers. Pay services for the Community Options Program (COP) will be realigned. The state will be transferring some existing pay sources into the Children's COP services such as the Family Support Program funds. There were five open positions in the Division. They have all be filled at this time.

C. Discussion/Action on Resolution Regading Support of LRBG 0773/2 and 1440/2 Causing or Threatening Bodily Harm to Certain Child Welfare and Juvenile Justice Workers and Providing a Penalty

Mr. Przybelski stated the resolution was forwarded by Phil Idsvoog. The resolution has been passed by other counties. The resolution allows us to enhance penalties if bodily harm is threatened or caused to this group of workers. Ms. Dodge moved to amend the resolution in the Be it Finally Resolved paragraph. Rather than just forwarding a copy to legislators representing Portage County, she would request the resolution be sent to all legislators in Wisconsin. Mr. Dobratz seconded the motion. A motion was made by Mr. Krems and seconded by Mr. Walters to approve the resolution with the recommended change to the paragraph. Motion carried.

III. FISCAL ISSUES

A. Discussion/Action on Resolution to Approve 2016 Contracts Greater Than \$100,000

Mr. Przybelski informed the Board the resolution is for 2016 contracts. The contract limit has been set to the highest amount. These totals will most likely not be reached but by setting the high amount, they won't need to come back for adjustment. A motion was made by Mr. Dobratz with a second by Mr. Clark to approve the resolution. Motion carried.

B. Discussion/Action on Approval of 2015 Contracts Between \$25,000 and \$99,999

Mr. Przybelski stated these contracts are about the same as last year. A motion was made by Mr. Walters and a second by Mr. Doubek to approve the contracts. Motion carried.

C. Discussion/Action on Adoption of 2016 Fee Schedule

Mr. Przybelski stated there were some increases in the fee schedule . A 3% increase was made to the Environmental Health Licensing Fees and a 25¢ increase to nitrate tests. A motion was made by Mr. Krems with a second by Mr. Doubek to adopt the fee schedule for 2016. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Clark reported on the CAP Services meeting.

Ms. Dodge reported on the Permanency Planning Reviews.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

None reported.

VI. NEXT MEETING

A discussion occurred due to a scheduling conflict for November 23. It was decided the next meeting will be Tuesday, November 24, at 4:30 p.m.

VII. ADJOURNMENT

The meeting adjourned at 5:37 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
November 24, 2015

Present

Jeanne Dodge
Dr. Gene Numsen
Jerry Walters
Jim Krems
Dan Dobratz
Chris Doubek
Jim Clark

Excused

Lonnie Krogwold

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Jason Hake, Business Manager; and Gary Garske, Health Officer.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for November 9, 2015

A motion was made by Mr. Krems with a second by Mr. Doubek to approve the minutes. Motion carried.

B. Correspondence

There was no correspondence.

C. Director's Report

Mr. Przybelski stated the new Board member is Carleen King. Ms. King is an RN and will be replacing Nancy Prince. Ms. King will join the Board after the County Board confirms her appointment which will take place during the December County Board meeting.

Mr. Przybelski stated the Human Resources Committee passed a change to the health insurance. If an employee worked 36 hours or more, they were considered full time. The change now recognizes employee working 30 hours or more to be full time. This change will affect the 2016 budget. It will result in a \$13,000 to \$16,000 shortfall.

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

There were no members of the public wishing to address the Board.

II. PROGRAM ISSUES

A. Discussion/Information on Third Quarter Program Statistics for the Division of Public Health

Mr. Garske stated immunizations are up slightly primarily due to immunizations being given outside of regular clinic hours. PNCC figures are down slightly compared to the third quarter of 2014. A new nurse is now working in PNCC. It is now pertussis season. Additionally there was one case of influenza A. The individual is hospitalized. Mr. Clark questioned if there any alerts regarding ebola. Mr. Garske stated updates continue to come from the state and CDC. There are some ebola funds available which will be used to conduct a tabletop exercise. There is a slight delay in reporting due to Ministry sending their labs out to Oklahoma. The lab is reporting back to Ministry rather than to the agency which is causing a delay in getting numbers. A correction to the wait list on page 8 for the WIC program needs to be done. The wait list is showing 6 whereas it should be 0. There is a trend statewide for individuals to dropout of WIC services. Wisconsin Well Women received 10 new enrollees. Numbers are up due to the program being multi-county now. There is a concern regarding rabies. There were 11 submittals this quarter. The animals included a horse, bats, cats, dogs, and raccoons. The Division is now fully staffed with a new nurse being hired November 1. Once orientation is completed assignments will shift to allow for full coverage. The cost of rabies submittals continues to rise. The reimbursement rate is \$40. Mr. Walters questioned if there are records of how many people have been bitten. Mr. Garske stated the Humane Society has those figures.

B. Discussion/Action on Resolution Opposition to Senate Bill 326/Assembly Bill 429 Affecting Child Welfare Practice

Mr. Przybelski stated this resolution would go on record on opposing these bills affecting child welfare practices. Ms. Dodge questioned why the resolution was not co-sponsored by law enforcement. Mr. Przybelski stated the Deputy Sheriff Association is not opposed but this may be influenced by the push from the Attorney General who is in favor of the changes. Motion made by Mr. Walters and seconded by Mr. Krems to approve the resolution. Motion carried.

C. Discussion/Action on Resolution Regarding Supporting Regulation of E-Cigarettes in the Wisconsin Clean Indoor Act and Revisions to the Portage County Ordinances 4.4 Clean Indoor Air and Smoking Regulation, sections 4.4.1, 4.4.3, and Human Resources Policy 3.11.13.13.14 - Smoke Free Work Place

Mr. Przybelski stated the resolution would change both the county ordinance on clean indoor air and smoking regulations as well as the Human Resources Policy regarding smoke free work places. A motion was made by Mr. Krems and seconded by Mr. Dobratz to approve the resolution. Motion carried.

III. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walterse reported on the CAP Services meeting.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

IV. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated the Child Welfare Assistant position is still vacant.

V. NEXT MEETING

The next meeting is scheduled for December 14, 2015.

VI. ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P

MINUTES
HEALTH AND HUMAN SERVICES BOARD
December 14, 2015

Present

Jeanne Dodge
Lonnie Krogwold
Dr. Gene Numsen
Jerry Walters
Jim Krems
Dan Dobratz
Chris Doubek
Jim Clark

Also Present: Ray Przybelski, Director; Dawn Grasamkee, Recording Secretary; Jason Hake, Business Manager; Gary Garske, Health Officer; and Amy Marcott, Community Programs Coordinator.

The meeting was brought to order by Ms. Dodge at 4:30 p.m.

ROLLCALL - a quorum was present and the meeting was properly posted.

I. MINUTES, GENERAL REPORTS, AND COMMENTS

A. Approval of Meeting Minutes of Health and Human Services Board for November 24, 2015

A motion was made by Mr. Clark with a second by Mr. Walters to approve the minutes. Motion carried.

B. Correspondence

Mr. Przybelski stated the correspondence on page 6 was received by the Wisconsin Department of Health Services regarding the 140 review which was completed a year ago.

Mr. Przybelski distributed the Christmas card for the Board to sign for the employees.

C. Director's Report

Mr. Dobratz stated the County Board approved the resolution regarding the opposition of the bills affecting child welfare. Mr. Dobratz stated Dan Kontos was at the meeting and supports the resolution but the Deputy Sheriff Association is not opposed. Additionally the Public Safety Committee is also in support of the resolution.

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

There were no members of the public wishing to address the Board.

II. PROGRAM ISSUES

A. Discussion/Action on OWI Process Procedure Change

Mr. Przybelski stated a \$50 deposit was required to be made for OWI assessments with the remaining \$200 needing to be paid before they met with the assessor. A request is being made to raise the downpayment to \$100 rather than \$50 with the remainder still needing to be paid prior to meeting with the assessor. The change will take effect January 1, 2016. There have been a lot of no shows occurring after the \$50 payment was made and it is hoped by raising it to \$100 this will reduce the amount of now shows. If a client no shows, they forfeit their downpayment and will need to make a new downpayment when they return to schedule a new appointment. A motion was made by Mr. Krogwold with a second by Mr. Krems to approve the change. Motion carried.

B. Discussion/Action on Fluoride Varnish Policy and Procedure

Mr. Przybelski stated page 14 has a summary of the changes made to this policy and procedure. A motion was made by Mr. Walters with a second by Mr. Krems to approve the policy and procedure. Motion carried.

C. Discussion/Action on School Based Dental Sealant Policy and Procedure

Mr. Przybelski stated page 29 has a summary of the changes made to this policy and procedure. A motion was made by Dr. Numsen with a second by Mr. Doubek to approve the policy and procedure. Motion carried.

lii. FISCAL ISSUES

A. Discussion/Action on Resolution to Approve Contract Over \$100,000 with Justiceworks

Mr. Przybelski stated contracts over \$100,000 need Board approval. This contract is for Justiceworks to provide CRP programming for Portage House. A motion was made by Mr. Dobratz and seconded by Mr. Doubek to approve the resolution. Motion carried.

B. Discussion/Action on Additions to the 2016 Fee Schedule

Mr. Przybelski stated the additions to the fee schedule include the cost of underage assessments which is \$250. These assessments are sent over by the judge. Generally we only receive about three a year. The other addition is for a \$21.82 dental cleaning fee.

Mr. Walters questioned how we are affected by underage OWI. Mr. Przybelski stated these are generally those individuals ages 18 to 20. Ms. Marcott stated we received two referrals. Both were 20 years of age. Mr. Przybelski stated he believes if the judge sees the individual for a third offense, a referral will be made to put a punitive charge to the individual. A motion was made by Mr. Dobratz with a second by Mr. Walters to approve these new fees for 2016. Motion carried.

IV. REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

A. Reports for Board Appointed Committees/Activities - May Go Into Closed Session Pursuant to Section 19.85(1)(f) to Consider Cases Which Involve Social or Personal Histories of Specific Persons Which If Discussed in Public Would Be Likely to Have a Substantial Adverse Affect Upon the Person's Reputation

The Board did not go into closed session.

Mr. Walters reported on the CAP Services meeting.

Ms. Dodge reported on the permanency planning meeting.

B. Return of Open Session (If Necessary)

The Board did not go into closed session.

V. PERSONNEL ISSUES

A. Discussion/Information on Position Refills

Mr. Przybelski stated there are four vacancies. Three are in the budget for 2016 and one is the vacant Child Welfare Assistant.

VI. NEXT MEETING

The next meeting is scheduled for December 28, 2015. If there are no pressing issues then the next meeting will be January 11, 2016

VII. ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Submitted by:

Dawn Grasamkee
Recording Secretary

0599P