

Polk County Board of Supervisors
Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI
County Board Room
Tuesday, July 16, 2013
Regular Business Meeting, 6:30 PM

Open Session

1. Call to Order
2. Evidence of Proper Notice
3. Roll Call
4. Pledge of Allegiance
5. Time of Reflection – Supr. Engel

6. **Consent Agenda**
 - *Consideration of noticed agenda for July 16, 2013 meeting;
 - *Consideration/corrections to the published minutes of the June 18, 2013 County Board meeting

7. Public Comments - 3 minutes per person- not to exceed 30 minutes total
8. Chairman's Report, Wm. Johnson

9. **Consideration of County Board Organizational Matters**
 - * **Resolution ___-13: Resolution to Establish Compensation for County Board of Supervisors and Citizen Members for Term 2014-16**
 - * **Discussion on County Board Standing committee Structure**

10. Time for Committee Q&A (if any)
11. Presentation of Financial Report for Second Quarter, County Administrator
12. Annual Report on the Condition of the County – County Administrator
13. Confirmation of Appointments Offered by County Administrator:
Curtis Schmidt and Harlen Hegdal to Board of Adjustments; and
Robert Blake to Golden Age Manor Governing Committee

14. **Proposed Resolutions and Ordinances**
 - A. Resolution 24 -13, Phase out of the Polk County Home Care Program**

15. Conduct Annual Employee Evaluation, Consider Extension of Employee Agreement, Including compensation and Set Compensation of County Administrator.

Closed Session: Pursuant to Wisconsin Statute Sections 19.36(10)(d) and 19.85(1)(c) the County Board may convene in closed session for the purpose of deliberating on and formulating the evaluation of the performance, the employment contract and compensation of the County Administrator.

Following said closed session, the County Board will reconvene in open session to consider and/act on any matter noticed herein, including reconvening in closed session as herein noticed.

Open Session:

**B. Resolution 25-13, Resolution to Approve County Administrator
Employment Agreement**

16. Supervisor's Reports

17. Adjourn

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made.

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RESOLUTION _____-13

Resolution To Fix Compensation of County Board Supervisors and Citizen Committee Members, Commencing April 2014 Term

1 TO THE HONORABLE MEMBERS OF THE POLK COUNTY BOARD OF
2 SUPERVISORS:

3 WHEREAS, pursuant to Wisconsin Statute Section 59.10(3) the Polk County Board
4 of Supervisors may fix at its annual meeting, the compensation of the members to be next
5 elected; and

6 WHEREAS, it is in the interest of the County to review and to set the compensation
7 of citizens members appointed to the various county committees and administrative boards at
8 the time in which the Polk County Board of Supervisors acts to fix the compensation of
9 members to be next elected.

10 THEREFORE, NOW BE IT RESOLVED, that the Polk County Board of Supervisors
11 establishes the compensation for the supervisors to the Polk County Board of Supervisors and
12 citizen members of committees and administrative boards, commencing with the term of
13 elected or appointed office, beginning April 1, 2014, as follows:

14 1. Meetings of the Polk County Board of Supervisors: Pursuant to Wisconsin Statute
15 Section 59.10(3)(f), each supervisor of the Polk County Board of Supervisors shall be
16 paid a per diem of One Hundred (\$100.00) Dollars for each day he or she attends a
17 county board meeting.

18 2. Committee Meetings: Pursuant to Wisconsin Statute Section Sections 59.10(3)(i)
19 and 59.13(2) each supervisor of the Polk County Board of Supervisors and each
20 citizen member of an administrative board and standing committee shall be paid a per
21 diem of Sixty (\$60.00) Dollars for each day he or she attends one scheduled meeting
22 of a standing committee or administrative board of which he or she is a member.

23 3. Meetings of Special Committees, Ad Hoc Committees and Other Meetings: Pursuant
24 to Wisconsin Statute Sections 59.10(3)(i) and 59.13(2), each supervisor of the Polk
25 County Board of Supervisors and each citizen member of an administrative board,
26 standing committee or ad hoc committee shall be paid a per diem of Forty (\$40.00)
27 Dollars each day he or she attends a special committee meeting, an ad hoc committee
28 meeting, any second or subsequent scheduled committee meeting or any convention,
29 seminar or meeting attended at the direction or approval of the County Board
30 Chairperson.

31 4. Salary and Mileage Reimbursement of Chairperson of Polk County Board of
32 Supervisors: Pursuant to Wisconsin Statute Section 59.10(3)(f) and (g), the
33 Chairperson of the Polk County Board of Supervisors shall be paid, as follows:

34 a. A salary in the annual amount of Five Thousand (\$5,000.00) Dollars per year,
35 beginning with the term starting in April 2014;

36 b. Notwithstanding the mileage provisions of Policy 512, mileage
37 reimbursement at the IRS rate per mile for any travel needed to carry out the
38 duties and functions of the County Board Chairperson; and

39 c. Salary and mileage reimbursement shall be paid in addition to the per diem
40 amounts set forth above.

41 5. Salary of 1st Vice Chair of the Polk County Board of Supervisors: Pursuant to
42 Wisconsin Statute Section 59.12(2), the 1st Vice Chair of the Polk County Board of
43 Supervisors shall be paid a salary in the annual amount of One Thousand (\$1,000.00),
44 in addition to per diem amounts as set forth above.

45 BE IT FURTHER RESOLVED that pursuant to Wisconsin Statute Sections 59.10(3)(g) and
46 59.22(3), each supervisor and each citizen member of an administrative board, standing
47 committee and ad hoc committee shall receive mileage and travel expense reimbursement in
48 accordance with Polk County Policy 512, County Business Travel and Expense
49 Reimbursement Policy.

Funding Amount: \$ _____ Funding Source: _____

Date Finance Committee Advised: _____

Finance Committee Recommendation: _____

Date Submitted to County Board: NOVEMBER 12, 2013 (Annual Meeting)

Effective Date: April 1, 2014

County Board Action: _____

Submitted and Sponsored By the Polk County Administrative Committee

Will [Signature]

Review By County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

[Signature]
Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only

[Signature]
Jeffrey E. Fage, Corporation Counsel

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Administrative Committee Minutes
Thursday, June 13, 2013

Chairman Johnson called the Administrative Committee meeting to order at 10:00 A.M. in the Polk County Board Room. Members present were: Supervisors Wm. Johnson, Jay Luke, George Stroebel, and Dean Johansen. Supervisor Kristine Kremer-Hartung Joined the meeting shortly after the call to order. Also present were: County Clerk, Carole Wondra, Administrator Frey and Corporation Counsel, Jeff Fuge and the press.

Motion (D. Johansen/J. Luke) to approve the agenda as posted. Approved by unanimous voice vote.
Motion (G. Stroebel/D. Johansen) to approve the minutes of the December 18, 2012 meeting. Approved by unanimous voice vote.
Chairman asked for any public comment, and there was none offered.

Committee Business:

Chairman Johnson distributed 2 handouts which detailed County Board Supervisor Job Descriptions.
Motion (D. Johansen/K. Hartung) to add "US Constitution" to the list of items Supervisors should have some knowledge of and also recommended the documents be forwarded to full County Board for approval. Motion carried unanimously.

Chairman Johnson distributed 2 handouts which detailed proposals and changes for a 15 member County Board:

- A. First was proposed 5 committee structure. By unanimous consent of the administrative committee, the title of Health, Sanitation and Human Services would change to "Health and Human Services". It was agreed to take the proposal to the July County Board meeting.
- B. & C. No recommendations at this time for Compensation or Reimbursements, but there was some discussion about flexibility for meeting times and remote attendance for meetings.

Todd Demers, IT Director presented possible upgrading and use of computer technology for and by the County Board members.

Chairman called the meeting into recess so members of the administrative committee could participate in a presentation in the West Conference Room by "Roll Call Pro". Demonstration was on electronic voting and wireless microphones for possible use at County Board.

11:45 A.M. Chairman Johnson reconvened the Administrative meeting in the Board Room.
Motion (G. Stroebel/K. Hartung) to convene into closed session. Motion carried by unanimous roll call vote.

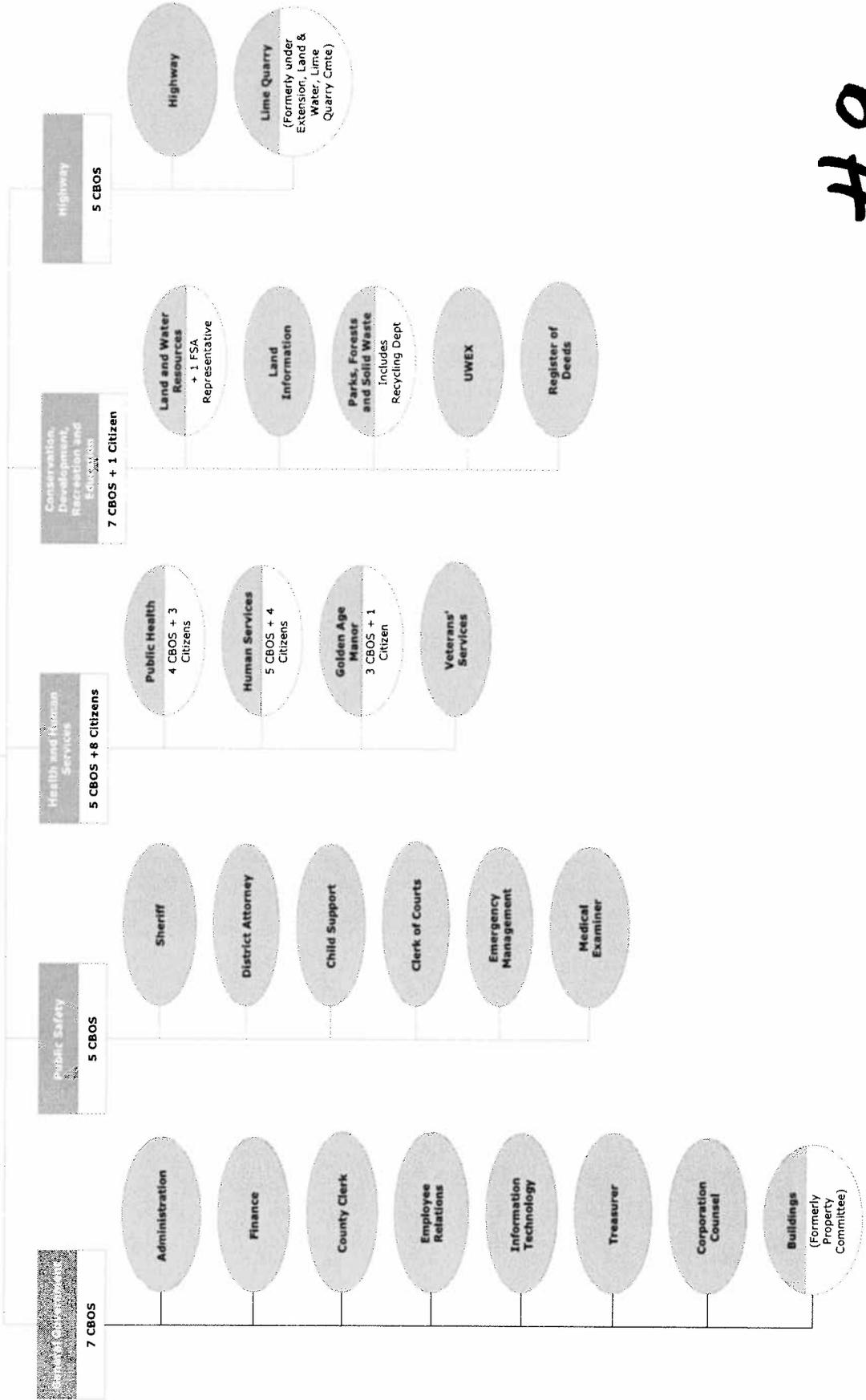
Closed Session

Meeting back in open session. Motion (D. Johansen/K. Hartung) to adjourn. Motion carried. 12.45 P.M.

Citizens of Polk County

Polk County Board of Supervisors

County Administrator



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PHASE OUT OF THE POLK COUNTY HOME CARE PROGRAM

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Ladies and Gentlemen:

- 1 WHEREAS, Polk County has long recognized the value of assisting residents in obtaining health care
2 services that enable them to remain in their own homes, and
- 3 WHEREAS, Polk County has directly provided and subsidized such home care services to residents for
4 over 45 years, and
- 5 WHEREAS, at the time the program was created there were few if any alternatives to a publicly-funded
6 home care program, and
- 7 WHEREAS, in the past several years a number of outside providers have entered into the home care field
8 resulting in a duplication of and often direct competition with services provided by the County program,
9 and
- 10 WHEREAS, other counties within the region have made the determination that outside providers can
11 adequately meet the need for such services and have ended their publicly-funded home care programs,
12 and
- 13 WHEREAS, based on evidence obtained by the Polk County Board of Health and Polk County
14 Administration it appears that these outside providers will meet all or nearly all of the demand for home
15 care services in Polk County, and
- 16 WHEREAS, for economic reasons it has become increasingly necessary to reduce expenditures for non-
17 mandated programs to fund increased costs for required and high-priority programs, and
- 18 WHEREAS, other cost increases including increases in debt service, energy, health care, and highway
19 materials will require reductions in other programs, and
- 20 WHEREAS, the Polk County home care program is a non-mandated program, and
- 21 WHEREAS, it is possible to both assure current home care clients that their services will continue
22 uninterrupted should Polk County phase out this program, and
- 23 WHEREAS, the County is able to monitor the future need for home care services and may intervene
24 again in this market should a role for the County be determined, and
- 25 WHEREAS, a careful transition from public to private provision of home care services in Polk County is
26 both possible and warranted.
- 27 THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors directs the Polk County
28 Administrator to phase out the Polk County home care program assuring that no current client of this

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29 program may be denied services as a result of this change, making monthly reports to the Polk County
30 Board of Supervisors.

31 RESOLVED FURTHER that the Polk County Board of Supervisors directs the Polk County
32 Administrator to establish a method of tracking home care placements in Polk County to determine
33 whether there is an unmet need for such services and to report the same to the Polk County Board of
34 Supervisors on or before September 1 of each year beginning in 2014.

Funding Amount and Source: Not applicable
Finance Committee Advised: June 17, 2013
Finance Committee Recommendation: Approve
Date Submitted to County Board: July 5, 2013 for the July 16, 2013 meeting
Effective Date: Upon Passage

Submitted By:

Bing Waters 6/25/13

[Signature] 6-25-13

Review by County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

[Signature]
Dana Frey, County Administrator

Review by Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only

[Signature]
Jeffrey B. Fuge, Corporation Counsel

How April 2012

Home Care Financial History

2003 - 2012

Year	Levy	Other Revenue			Expenses			Total General Fund Subsidy		
		Budget	Actual	Difference	Budget	Actual	Difference	Gain (loss)	Dollars	Percent of Expenditures
2003	299,326	987,806	829,148	(158,658)	1,287,132	1,329,315	42,183	(200,841)	500,167	37.6%
2004	338,071	985,694	804,955	(180,739)	1,323,765	1,301,633	(22,132)	(158,607)	496,678	38.2%
2005	297,466	985,694	917,835	(67,859)	1,283,160	1,294,393	11,233	(79,092)	376,558	29.1%
2006	246,465	943,226	803,429	(139,797)	1,189,691	1,263,036	73,345	(213,142)	459,607	36.4%
2007	193,639	940,675	818,974	(121,701)	1,191,358	1,231,446	40,088	(218,833)	412,472	33.5%
2008	309,600	908,975	931,360	22,385	1,218,575	1,248,112	29,537	(7,152)	316,752	25.4%
2009	269,892	1,049,675	917,203	(132,472)	1,319,635	1,170,657	(148,978)	16,438	253,454	21.7%
2010	208,914	1,025,775	937,717	(88,058)	1,234,689	1,151,213	(83,476)	(4,582)	213,496	18.5%
2011	212,135	1,006,471	565,470	(441,001)	1,218,606	1,063,048	(155,558)	(285,443)	497,578	46.8%
2012*	125,430	808,348	704,930	(103,418)	933,778	920,372	(13,406)	(90,012)	215,442	23.4%
Ten Year Average								(124,127)	374,220	31.1%

*2012 revenues and expenditures reflect a reallocation of staffing

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**Polk County Health Department
Home Care Provider Meeting Notes
May 10, 2013 (10:00am –11:20am)**

Present: Polk County Board of Health	Dana Frey, County Administrator Brian Masters, Chair Leslie Larsen Rick Scoglio
Health Department	Gretchen Sampson, Director/Health Officer Caralynn Hodgson, HC Supervisor Rita Bohn, Home Care Program Assistant
Interim Home Care	Teresa Sweet, Director of Healthcare Services Neal Bennett, Business Development Angela Scott, MSW
Adoray Home Care	Mary Troftgruben, Director Paula Johnson, Finance Director
Good Samaritan Home Care	Karen Littlefield, Director Dave Sloper, Marketing Director
Indianhead Community Action	Karen Peterson, Director Joy Gerads, Patricia Elliott
Osceola Medical Center	Cheryl Beardslee, SW Discharge Planner (OMC)
Amery Regional Medical Center	Marva Perry, RN (ARMC) Kathy Rasmussen, SW Discharge Planner (ARMC)

Brian Masters began by explaining the purpose of the meeting is a fact finding mission.

Dana Frey explained why the county is seeking information from the private home care agencies. Mr. Frey said he wanted to make sure the patients on the county case load would receive services, what issues, if any, there would be if the county closed its home care program, and what role, if any, the county should have in providing home care.

Caralynn Hodgson shared and explained information showing the client case load by payer that Polk County Home Care (PCHC) has on service through 5-9-2013. She also explained that our normal case census is between 100-110 but due to numerous recent discharges we have 84 clients. Hodgson shared information regarding services that the county tax levy covers, such as losses from the sliding fee scale private pay clients and those who receive charity care due to having no insurance or other means of paying.

Brian Masters asked the private home care agencies to talk about their agencies.

Good Samaritan Home Care - Karen Littlefield said they provide primarily skilled services. They have 4 part-time nurses and they currently have contracts with two therapy agencies that have physical therapy, occupational therapy, and speech therapy and have other therapy companies they can use. Littlefield said they currently have 36 skilled patients with ½ dozen that are private pay and 4 Northern Bridges cases. She said PCHC staff are welcome to apply for a job. Littlefield said they do not have a sliding fee scale for private pay patients. Littlefield said they have VA and Northern Bridges contracts, are Medicare and Medicaid certified and have multiple insurance contracts. Littlefield said they cover all of Polk and Burnett counties. Dave Sloper said they have added telehealth to their service and have a contract with Philips Lifeline.

Indianhead Community Action – Karen Peterson said they have been Medicare certified since 1993, but they have few skilled nursing cases. She said they provide mostly supportive home care services such as bathing and housecleaning. They cover 11 counties including Polk County. Peterson said they combined their Polk County office with Burnett a while back and do not have a Polk County office. Peterson said they currently have 129 patients in Polk and Burnett but could not give a specific count of Polk County patients. Peterson said they do not provide any therapy services and they do not have a sliding fee scale for private pay.. Peterson said they do provide medication management for Medical Assistance and VA clients and just recently added Northern Bridges cases after not providing this type of service since 2011. She was unsure if they have any current private pay clients

Adoray – Mary Troftgruben said they currently cover up to Hwy 8 in Polk County but could maybe expand. Troftgruben said they have tried to expand to all of Polk County a couple times but it did not work out for them. Troftgruben said they provide skilled nursing and aide cares and have all therapies but do not provide medication management or personal care services through Medical Assistance or other payers. She said they do not have a sliding fee scale for private pay clients, either. Troftgruben said they cover all of Polk County for Hospice services.

Interim Home Care – Teresa Sweet said they cover 8 counties including parts of Polk County. Sweet said they accept Medicare, Medicaid, VA, Northern Bridges and private pay but do not have a sliding fee scale for private pay clients. She said they may consider a sliding scale in the future, but not now. Sweet said they currently do not provide any therapy in Polk County. Sweet said they provide medication setup, personal care services and skilled care through their offices in Hudson and Eau Claire. She does not know how many Polk County residents they are currently serving, but said that for all the services they provide in the 8 counties, 35% is skilled services and 60% is personal or supportive cares.

Leslie Larsen asked each private agency what percent of their case load was skilled and personal care.

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Indianhead Community Action – Ms. Peterson said the majority of their case load is supportive home care with a small percent of skilled.

Interim Home Care – Ms. Sweet said they are 60% personal care and about 35% skilled

Adoray Home Care – Ms Troftgruben said they are 100% skilled

Good Samaritan Home Care – Ms. Littlefield said they are almost 100% skilled.

Gretchen Sampson asked the discharge planners their perspective of current referral placement concerns, if any, and what gaps in services they may be seeing.

OMC – Cheryl Beardslee said she relies on PCHC for most referrals and especially for patients with no insurance or private pay because she finds it hard to find any other agency willing to take these types of clients. She said their patients often ask for Polk County home Care because they have trust in Polk County's home care services and staff. She was pleased to hear that Indianhead HC may consider offering sliding scale for private pay clients, but still worries how she will place these clients and those with no insurance at all if Polk County home Care were to close.

ARMC – Kathy Rasmussen said she just started in her position but agreed with Ms. Beardslee. She said she knows Polk County Home Care will take cases without insurance, Medical Assistance and has a sliding scale private pay program and refers these types as well as skilled to them.

Brian Masters asked the private home care agencies what services Polk County does that wouldn't be covered by them.

Good Samaritan Home Care – Ms. Littlefield said they cover all, however did identify earlier in the meeting that they do not provide medication management for all pay sources, no personal care services under Medicaid and have no sliding scale private pay program.

Interim Home Care – Ms. Sweet said they do not have therapy in Polk County at this time.

Indianhead Community Action – Ms. Peterson said they do not have therapy.

Kathy Rasmussen said she was concerned that others don't have sliding fee scales. The representatives from Indianhead HC said that they would be willing to look into it.

Leslie Larsen asked the private home care agencies how they might handle losses from poor or no reimbursement cases as she worries about the loss of the safety net Polk county Home Care provides.

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Indianhead Community Action – Ms. Peterson said they gave up medication management because of low reimbursement but has now added it back. She said they are finding a way to make it work.

Caralynn Hodgson explained that PCHC takes charity care/no insurance cases and asked how the private home care agencies would handle those individuals.

Good Samaritan Home Care – Neal Sloper asked if Polk County would assist with those types of cases. Ms. Littlefield said they have taken charity cases on a case by case basis after review. Mr. Frey said the county may provide funding if that is the problem.

Indianhead Community Action – Ms. Peterson said they have taken a few charity cases in Sawyer county after their home care agency closed and Sawyer county provided funding.

Adoray Home Care – Ms. Troftgruben said they would be willing to review the client needs and take an occasional client like this on a case by case basis.

Caralynn Hodgson asked if the private home care agencies would take individuals who have MA pending knowing that they may not get paid if MA is denied. All the home care agencies present said they accept those referrals.

Dana Frey asked the private home care agencies what their capacity is for accepting patients if Polk County were to discontinue its home care program.

Good Samaritan Home Care – Ms. Littlefield said they could begin taking clients right away. Leslie Larsen explained that most of the skilled Medicare cases would be cared for by Polk County home care and be discharged before closure, so it would leave mostly medication management, private/no pay and personal care cases.

Indianhead Community Action – Ms. Peterson said they are currently “beefing up nursing staff” but “are not close to getting therapy.”

Interim Home Care – Ms. Sweet said they could be ready in one month if PCHC staff is willing to follow the patients. Ms. Hodgson asked how long it would take them if PCHC staff choose not to apply for positions. Ms. Sweet said that would be unknown.

Adoray Home Care – Ms. Troftgruben said they have some room to absorb some patients with current staff. She said her part-time staff would get increased hours before she would consider hiring more staff.

Cheryl Bearslee asked how closely each of the private home care agencies works with the Adult Disabilities Resource Center (ADRC) Everyone said they work closely with the ADRC.

Caralynn Hodgson asked the private home care agencies if they do IV therapy, wound care, work with the Wound Healing Center.

IVTherapy – Adoray Home Care, Good Samaritan Home Care, and Interim Home Care

Wound Care - Adoray Home Care, Good Samaritan Home Care, and Interim Home Care

Wound Healing Center – Good Samaritan Home Care, Interim Home Care

Ms. Peterson, Indianhead Community Action, said they are ramping up their skilled nursing

Dana Frey said that if the county board decides to close the home care program, it would happen quickly, perhaps within 30 days. Caralynn Hodgson said that state and federal regulations would likely require more than 30 days. Polk County would have to notify clients of the decision and then help them transfer to another agency of their choosing, all of which would take longer than 30 days. Brian Masters asked where it said that in the handout Gretchen Sampson had given him. Ms. Sampson informed him the handout was an overview of the regulations and not the full regulation.

Cheryl Beardslee asked where the money goes from the tax levy. Dana Frey said the money goes towards wages, benefits, charity care, and patients who pay less than what they can afford because of where they land on the sliding fee scale. Mr. Frey also said that the county tends to be over competitive with its benefit package.

Rick Scoglio asked the private home care agencies if the county closed its home care program tomorrow and has a charity case on service, who would serve that person?.

Good Samaritan Home Care – Ms. Littlefield said she would look at the case and decide after review if she could serve them or not.

Gretchen said if the home care program closes, she would like the county to institute a tracking system with the discharge planners to see if they are having difficulty placing people.

Brian Masters asked if there were any other questions or comments. He thanked everyone for coming and adjourned the meeting.

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William Johnson IV, Chair
Polk County Board of
Supervisors
100 Polk Plaza, Suite 170
Balsam Lake, WI 54810
Phone (715) 485-9237



Dana Frey
County Administrator
100 Polk Plaza, Suite 220
Balsam Lake, WI 54810
Phone (715) 485-9212

April 30, 2013

TO: The Polk County Board of Supervisors

FROM: Dana Frey, County Administrator

SUBJECT: Policy evaluation of the Polk County home health care program

A number of months ago, I was asked by the Board of Health to evaluate the home health care program. I agreed to do so, with the understanding that the report would have to be made to the full County Board of Supervisors. That is the purpose of this memorandum. It is written in three parts: an overview of policy evaluation, a discussion of the policy underpinning the home care program, and a set of recommendations.

Policy evaluation

There are a number of approaches to program evaluation: effectiveness, efficiency, cost benefit and design, to name a few. Policy evaluation, however, is a higher-level look at a program from the perspective of its purpose, and is effectively a prerequisite to any other approach to evaluation as it provides the rationale for the program in the first place. As business analyst Peter F. Drucker wrote, "There is nothing so useless as doing efficiently that which should not be done at all."

A policy can be defined as anything a government chooses to do, usually in response to a problem and typically in the case of a market failure, i.e. an inability of the free market to adequately allocate scarce resources. That response often is to create or expand an agency, and therefore should be incorporated in the mission of that agency, its reason for existence: a police department exists to protect public safety, a child protection agency to prevent child abuse and neglect, a fire department to preserve life and property. An agency is therefore properly evaluated only within the context of its mission; from that mission its programs – what it does to further the mission – may be derived and the resources assigned each program identified (what is called a program budget). Performance measures can then be developed to assess efficiency and effectiveness of the overall program in progress towards its mission, returning full circle to the reason for existence of the program.

As much as agencies evolve and change direction in program implementation (the term "mission creep" was coined to describe just that) so too does the environment in which the program is implemented. Programs can and do drift to meet perceived needs, and may stagnate in the face of a changing

Dana: What are the problems in this area?

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environment. However, the only entity that has the authority to amend an agency's mission is the County Board, the entity that created the agency or program in the first place. As regular program evaluation too often is the exception rather than the rule, the very first stage in evaluating a program (or an agency) must be to reevaluate the mission and, by extension, the problem it was created to address. As inertia is a powerful force in government, it is helpful to look at issues anew, presuming a program does not exist and redefining the original problem in that context.

Home care program

In the case of the home care program, the original problem was apparently that too many Polk County residents were unable to remain in their own homes for health care reasons. As a consequence, the mission of that program is "to assist Polk residents needing nursing care to remain in their homes." An evaluation of the home care program would therefore begin with a reassessment of that problem independent of the existence of the Polk County program – to do otherwise results in a program in search of a mission (a mission can always be found; the question is whether the County Board would feel that mission is important enough to fund). The relevant question, then, is "assuming a program does not exist, what would be the problem?" rather than "here is a program, what are the problems it addresses?"

It is impossible to evaluate the home care program as the answer to the first question – what is the problem – may no longer be that too many Polk County residents would be unable to remain in their own homes for health reasons. Since the creation of this program, private and nonprofit providers have increased their presence and the public sector has receded in importance. At present, only 12 other counties in Wisconsin provide significant home care services (Table 1); Polk County is one of only three that receive a subsidy of over \$40,000 (in six of the 12 counties these programs appear to be self-funding). According to the Wisconsin Department of Health Services, there are 161 home care agencies operating within the State of Wisconsin.

Polk County is served or could be served by two providers in addition to the County: Good Samaritan of St. Croix Falls and the Indianhead Community Action Agency headquartered in Ladysmith and with area offices in Rice Lake, Siren, and New Richmond. I have spoken with officials in both agencies, and both have assured me that they are willing and able to provide services to all current recipients of home care services.

The policy question, therefore, is whether there remains problem in this area – home health care – and, if so, whether Polk County government should address it. As the other providers insist that no one would go without services (and it would be prudent and relatively inexpensive for the County to ensure that is the case in any transition), then the only conclusion would be that the problem this program was created to address no longer exists and, by extension, its mission is no longer valid. The County Board therefore should make the determination as to whether there are other problems in this area and whether the County should address them. Once that decision is made, it is possible to identify a program to address this problem or problems and determine the resources needed to do so. This

program may or may not resemble the current home care program depending on that decision. For example, if the cost of services provided by outside agencies is defined as the problem, the most efficient way of addressing this problem may be to subsidize services provided by others. If the problem is service level, then the most efficient way of addressing this problem may be contracting with these outside agencies.

Conclusion and recommendation

This evaluation is brief because it cannot go any further absent a defined mission for this program. My recommendation to the Polk County Board of Supervisors is therefore that they consider whether there is a role for the County in the area of home care, whether there is a problem appropriate for this government to address, specifically in this case whether there is a market failure. Again, this must be considered afresh, as if the County program did not exist, otherwise this would become a mere exercise in finding a mission for a program, not designing a program to address a mission. If a problem suitable for county intervention is identified, then the mission of an agency can be developed and a structure designed to address that mission. Whatever program that would be developed would be amenable to further evaluation, including the approaches discussed above.

If no role or a radically different role for the County is identified, then a careful transition out of this service area should be prepared. In this case, my recommendation would be that all current clients be assured that services would continue to be provided them by the County if no outside provider is available. Based on other counties' experience, and from my conversations with the other providers, I do not expect that to be the case, at least beyond the short term. Any transition must also look to retaining as many of our current, high-quality employees as possible and the timetable needed to do that. There are other opportunities within the County that exist or can be developed to that end. Finally, any transition should also provide a clear explanation to the public – who currently fund much of this program – as to the reason for, and impact of, this change.

Table 1

County Operated Home Care Agencies, 2013

NAME	Home Health Aides	Nursing Care	Occupational Therapy	Physical Therapy	Speech Therapy	Personal Care Worker	Medicare billing, 2005	FTE	Total Revenues	Levy revenues	2011 Population	Per capita revenues	Comments
CALUMET CITY HLTH DEPT HHC AGCY	X	X		X	X	X	498,612	12.07	1,362,001	0	49,109	27.73	Consolidated with hospice.
CHIPPEWA CITY PUBLIC HLTH	X	X	X	X	X	X	712,782		1,328,564	0	62,610	21.22	
DUNN CITY HOME HLTH CARE	X	X	X	X	X	X	386,982		724,965	0	43,787	18.56	
FOND DU LAC CITY HOME HLTH SVC	X	X	X	X	X	X	294,668		438,455	161,305	101,740	4.31	
GRANT CITY HOME NUR SVC	X	X	X	X	X	X	205,870		713,000	0	51,280	13.80	
LA CROSSE CITY HLTH DEPT	X	X	X	X	X	X	95,053	5.72	385,000	110,000	114,919	3.35	
LAFAYETTE CITY NUR AGCY	X	X	X	X	X	X	240,689	5.00			18,980	-	No detail/some levy support
PEPIN CITY NUR SVC	X	X	X	X	X	X	67,138	6.00	260,000	39,000	7,461	34.85	Levy and budget are estimates
PIERCE CITY HOME CARE	X	X	X	X	X	X	162,182	5.26	373,665	22,165	41,085	9.09	
POLK CITY HOME CARE PROG	X	X	X	X	X	X	606,686	10.66	849,602	129,413	44,244	18.20	
RUSK CITY DEPT OF HLTH AND HUMAN SVCS	X	X	X	X	X	X	348,537		718,527	0	14,703	48.87	
SAUK CITY HLTH DEPT	X	X	X	X	X	X	493,597	7.45	706,897	0	61,951	11.41	

Other listed:

TREMPEALEAU COUNTY HEALTH DEPARTMENT		X				X	None						About \$5,000
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Source: Wisconsin Department of Health Services, CiteHealth.com. Individual county budgets, telephone follow-up

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RESOLUTION _____-13

Resolution To Approve County Administrator Employment Agreement

- 1 TO THE HONORABLE MEMBERS OF THE POLK COUNTY BOARD OF
- 2 SUPERVISORS:
- 3 WHEREAS, pursuant to Wisconsin Statute Section 59.22(2) the Polk County Board of
- 4 Supervisors is authorized to set the compensation and terms of employment of its appointed
- 5 employees; and
- 6 WHEREAS, pursuant to Resolution 26-10, the Polk County Board of Supervisors confirmed
- 7 the appointment of Dana Frey as County Administrator and entered into an employment
- 8 agreement which has been revised and renewed in 2011 and again in 2012; and
- 9 WHEREAS, the Polk County Board of Supervisors and the County Administrator seek to
- 10 revise and extend the employment agreement between the parties; and
- 11 WHEREAS, on June 26, 2013, the Polk County Administrative Committee voted in open
- 12 session to recommend to the Polk County Board of Supervisors the approval of a
- 13 renegotiated and renewed employment agreement of the County Administrator
- 14 NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors
- 15 authorizes and approves the Employment Agreement with the County Administrator, as
- 16 attached hereto and incorporated herein.

Funding Amount: Consistent with Employment Agreement
 Funding Source: County Budget Appropriations- Departmental Budget of Department of Administration

Date Finance Committee Advised: _____

Finance Committee Recommendation: _____

Date Submitted to County Board: July 16, 2013

Effective Date: Upon Passage

County Board Action: _____

Submitted and Sponsored By

_____  _____

RESOLUTION _____-13
Resolution To Approve County Administrator Employment Agreement

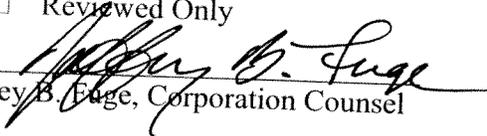
Review By County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only


Jeffrey B. Edge, Corporation Counsel

At its regular meeting held on July 16, 2013, the Polk County Board of Supervisors adopted the above-entitled resolution, Resolution No. _____-13: Resolution To Approve County Administrator Employment Agreement, simple majority vote of ___ in favor and ___ against.

William Johnson, IV, County Board Chairperson

Dated: _____

Attest: _____
Carole Wondra, Polk County

Dated: _____

POLK COUNTY BOARD OF SUPERVISORS
Minutes from Tuesday, July 16, 2013
Polk County Government Center – County Board Room
Balsam Lake, WI 54810

Chairman Johnson called the regular July 16, 2013 meeting of the Polk County Board of Supervisors to order at 6:30 PM.

Chairman Johnson recognized the County Clerk for purposes of receiving evidence of proper notice. The County Clerk stated that the notice of meeting was properly posted in three public buildings, published in a legal newspaper in accordance with Wisconsin Statute Section 985.02 and posted on the county website the week of July 8, 2013. In addition, the Office of County Clerk distributed on July 5, 2013 copies of such notice of meeting and proposed resolutions to supervisors in accordance with Article 3, Section 2 of the County Board Rules of Order. Chairman Johnson recognized Corporation Counsel, Jeffrey Fuge, for purposes of receiving legal opinion with respect to sufficiency of notice. The County Board received the verbal opinion of Corporation Counsel that the advance written notice posted and published as described by the clerk satisfied the applicable provisions of Wisconsin Open Meetings Law and the applicable procedural provisions of the Polk County Board Rules of Order.

Chairman Johnson recognized the County Clerk for purposes of taking roll call. Roll call was taken with 21 members present. Suprs. Scoglio and Bergstrom were excused from the meeting.

Chairman Johnson led the pledge of Allegiance.

Supr. Engel led the County Board in a time of reflection.

Chairman Johnson announced that the sponsors of Resolution 24-13, Phase Out the Polk County Home Care Program requested pulling said resolution and postpone action until the August board meeting. Chairman noted this would require amending the agenda and dropping the Consent Agenda as a whole and acting on both agenda and minutes separately. **Chairman Johnson called for a motion to approve the agenda. Motion (Kienholz/Jepsen) to approve the agenda. Motion (Masters/Brown) to amend the agenda and pull agenda item No. 14, Resolution 24-13, Phase Out of the Polk County Home Care Program and postpone action on said resolution until the August County Board meeting. Chairman Johnson called for a roll call vote to amend the agenda. Motion carried** by a roll call vote of 13 yes/8 no.

Voting yes: Suprs. Brown, Schmidt, H. Johansen, Engel, Edgell, Masters, Moriak, Stroebel, Magnafici, Hartung, Jepsen, O'Connell, W. Johnson. Voting no: Suprs. D. Johansen, Kienholz, Caspersen, Luke, Nelson, N. Johnson, Arcand, Cockroft.

Chairman Johnson called for motion to approve the agenda as amended. Motion (Masters/Brown) to approve agenda as amended, carried by voice vote.

July 16, 2013

Chairman Johnson called for a motion to approve the minutes, as published, from the June 18, 2013 County Board meeting. **Motion (Jepsen/Masters) to approve the published minutes. Motion carried** by unanimous voice vote.

Time was given for public comment. Chairman noted that the board rules allow for 30 minutes of public comment. Chairman called for a motion to suspend the rules and allow for extra time for those wishing to address the board during public comment. **Motion (Jepsen/Nelson) to suspend the rules and expand the 30 minute rule for public comment. Motion carried** by unanimous voice vote.

Chairman Johnson presented the Chairman's Report. Chairman Johnson noted that the remaining 2012 Annual Reports were received and available for the board members.

Chairman Johnson explained that agenda item No. 9, regarding Compensation and County Board Organizational matters was up for discussion. Action on the resolution would not take place until the November 2013 board meeting. **Motion (Brown/Stroebe) to set consideration of Resolution to Establish Compensation for County Board Supervisors and citizen members for Term 2014-16 at the annual meeting in November, 2013. Motion carried** by unanimous voice vote.

Motion (Schmidt/Hartung) to refer to the Committee of the Whole for discussion the subject of County Board standing committee structure for the 2014-16 term. Motion carried by unanimous voice vote.

Time was given for committee questions and answers by the board members.

Administrator Frey presented the 2nd quarter financial report followed by the Administrators Annual Report on the Condition of the County.

Chairman Johnson called for a 10 minute recess. Board back in session at 8:15 PM.

Chairman Johnson called for a motion to acknowledge receipt of the Administrator's Annual Report. **Motion (Masters/Kienholz) to acknowledge receipt of the Administrator's Annual Report on the Condition of the County. Motion carried** by unanimous voice vote.

July 16, 2013

Chairman Johnson called for a motion to confirm the Administrator's appointments. **Motion (Brown/Jepsen) to confirm the Administrator's appointments of: Curtis Schmidt and Harlen Hegdal to the Board of Adjustments and Robert Blake to the Golden Age Manor Governing Committee. Motion carried** by unanimous voice vote.

Chairman called for a motion to go into closed session. **Motion (Masters/Hartung) to go into closed session for purposes identified in the agenda pursuant to Wisconsin Statute Section 19.85(1)(c). Chairman Johnson clarified that county staff of Andrea Jerrick Employee Relations Director; Jeffrey Fuge, Corporation Counsel and Carole Wondra, County Clerk, will be present during the closed session. Motion carried** by unanimous voice vote.

Closed Session

Open Session

Chairman Johnson called to the floor Resolution 25-13, Resolution to Approve County Administrator Employment Agreement. **Motion (Masters/Luke) to approve said resolution. Chairman called for a vote on motion to adopt Resolution 25-13, to Approve County Administrator Employment Agreement. Chairman Johnson declared said motion carried** by voice vote. Resolution adopted.

Supervisors Reports were given

Motion (Luke/D.Johansen) to adjourn. Motion carried by unanimous voice vote. Chairman Johnson declared meeting adjourned 8:45 PM.

July 16, 2013