



# POLK COUNTY, WISCONSIN

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## AGENDA AND NOTICE OF MEETING

HEALTH AND HUMAN SERVICES BOARD

Government Center  
 Conference Room A & B  
 Balsam Lake, WI 54810

10:00 a.m. Tuesday, December 8<sup>th</sup>, 2015

**Purpose:** Review and Action on selected items as listed below  
**Documents:** Minutes of November 6<sup>th</sup>, 2015

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda Approval of minutes for October 13 <sup>th</sup> , 2015	
Public comment	
Old business	
1. Update on Health and Human Services Dept. reorganization 2. Medicaid PNCC program appeal	Director Sampson
New business	
3. Diamond Corp. Report/Recommendations on Behavioral Health unit	County Administrator Frey
4. Economic Support Programs 5. Presentation on Marijuana 6. Transfer of Juvenile Justice from Dept of Corrections to Dept. of Children and Families 7. Preliminary Report of WIC Management Evaluation state site visit	Diana Peterson Elizabeth Hagen Director Sampson
Future agenda items- Next meeting January 12 <sup>th</sup> , 2016	Committee members
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. Requests are confidential



**MINUTES**

**Health and Human Services Board**

Government Center, Conference Room A & B

Balsam Lake, WI 54810

8:30 a.m. Friday, November 6<sup>th</sup>, 2015

**Meeting called to order by Committee Chair, Pat Schmidt @ 8:30 AM.**

**Members present**

Attendee Name	Title	Status
Pat Schmidt	Chair	Present
Marvin Caspersen	Vice Chair	Present
John Bonneprise	Supervisor	Present
Dean Johansen	Supervisor	Present
Joe Demulling	Supervisor	Present
William Alleva	Citizen	Present
Dr. David Markert	Citizen	Present
Pamela DeShaw	Citizen	Present
Dr. Arne Lagus	Citizen	Absent

Also present Carole Wondra, County Clerk, Dana Frey, County Administrator and Gretchen Sampson, Director of Public Health

**Approval of Amended Agenda-** Chair called for a motion to approve amended agenda; **Motion** (Caspersen/ Demulling) to approve amended agenda. Motion carried by unanimous voice vote.

**Approval of Minutes-** Chair called for a motion to approve the minutes of the October 13<sup>th</sup>, 2015 meeting. **Motion** (Bonneprise/ DeShaw) to approve the minutes. Motion carried by unanimous voice vote.

**Public Comment** - None

**New Business**

Administrator Frey handed out and discussed the 2016 Annual Budget and reviewed the budget amendments.

**Motion** (Alleva/ Bonneprise) to recommend the 2016 Annual Budget and amendments to County Board. Motion carried by unanimous voice vote.

Mr. Frey gave a presentation of the 2016 Human Services budget.

Chair Schmidt opened Public Hearing at 9:00 AM.

Public Hearing closed at 9:01 AM.

Director of Public Health, Gretchen Sampson provided handouts and discussed the topics below:

- Feedback on PHAB second annual report
- Medicaid PNCC program audit findings
- Report on Legislative event held in New Richmond
- Update on Health and Human Services Dept reorganization
- Alcohol abuse video on prevention

**Future Agenda Items** – Next meeting December 8<sup>th</sup>, 2015, PowerPoint and discussion on marijuana use and review Human Services programs.

**Motion** (Johansen/(Bonneprise) to adjourn. Meeting adjourned 9:30 a.m.

## Polk County Health Department

*Monthly Update for Board of Health & Human Services –December, 2015 (Data is from October, 2015)*

### General Public Health Program Activities

- 1. Community Health Improvement Planning (CHIP)** – the community health survey distribution ended on November 30. The CHIP Leadership team if meeting the week of December 7 to review the results of the survey and discuss plans for community meetings to elicit public input into the selection of health focus areas. We will review the survey results with the Board of Health and Human Services at the January meeting.
- 2. Communicable Disease Surveillance, Control and Follow-up** - Influenza activity is still below baseline thresholds this year so no surges in flu cases in the state at this point. We had a potential foodborne outbreak in the Amery area prior to Thanksgiving where we had to bring in a sanitarian from St. Croix County as ours was on PTO. Food and stool samples are being tested at the State Lab of Hygiene the week of November 30. Having an MOU with a neighboring county for inspection services is a plus in a situation like this.
- 3. Department Strategic Plan** – Agency strategic plan groups will be reviewing their year end progress this month and updating workplans for 2016. We plan on conducting another strategic planning process in the Health Dept. in 2016 to create a 2017-2020 plan as well as initiating strategic planning in the Human Services Department to create a plan there too. I anticipate there will be portions of planning that will involve both staffs together.

### Specific Public Health Programs

**Family Health Benefits Counseling** - In October, our staff enrolled 25 persons in the Marketplace and BadgerCare programs and interacted with 132 client contacts about health care financing options.

**Immunization** – We are nearing the end of influenza clinic season. We just completed our Mass Clinic exercise through which we offered flu vaccine to students and staff at all 8 school districts in Polk County. 1653 doses of flu vaccine were administered during this exercise, up from 1409 doses in 2014 (an increase of 17.3%). The PHN team conducted a hot wash after the exercise to identify positives and areas of improvement. A plan will be developed to address the identified areas of improvement. 406 additional doses of vaccine were administered to non school people.

**Jail Health** – The jail nurse had 167 sick call visits with inmates in October. The jail LPN, Kelly Tricker is resigning and we will need to evaluate staffing levels at the jail to assure adequate coverage. Kelly has worked in the jail for several years and has been a wonderful employee – she will be missed!

**Environmental Health/Agent Program** – Twenty nine (29) inspections were conducted in October under the Agent program. DNR well water testing is winding down for the year in both Polk and Burnett counties: 74 tests were conducted in October. We received the results of our sanitarian's standardization assessment which is done annually by the state and measures compliance with state standards around risk based inspections, good retail practices, application of HACCP principles, inspection equipment and communication skills. Comments in the letter to Brian Hobbs from the state

staff were as follows: “You have demonstrated that you understand the value of risk based inspections. You did a wonderful job communicating with food service staff. In addition, you demonstrated that you have an excellent grasp of food safety principles and articulating risk both in an objective fashion as well as in explaining detail to food service staff. You did an excellent job on proper report marking and were well prepared for the exercises.”

**Public Health Preparedness Consortium** – Public health, emergency management, hospitals and partners had opportunities to attend Volunteer Reception Center training and Rural Mass Fatality Planning and Response training in the month of November. Jaime Weness, WWPHRC Director, acted as primary author of a service animal and pet sheltering plan template which was co-developed with input from regional and state subject matter experts. The template is being reviewed by public health and emergency management personnel at the local level (within Region 1). Recommendations will be gathered and used to develop a final template which will be promoted by DHS, WEM and DATCP as a best practice model in Wisconsin.

**Local Preparedness Planning** - In grant year 2015-2016, we are working to close gaps in the following public health preparedness capability areas: 1) Mass Care/Sheltering—2<sup>nd</sup> year, 2) Volunteer Management, 3) Medical Surge, and 4) Mass Fatality Management—to be completed Dec. 31, 2015. Preparedness partners (PH, hospital, Human Services, Emergency Management, Red Cross, ADRC, Salvation Army) will meet on Dec. 3 to finalize the Mass Fatality Management Plan and strategize for work on the Mass Care plan. The latter will involve continued planning for and provision of pet care during a sheltering event. There is a mass care exercise planned for the spring 2016.

Capabilities related trainings attended by local planner and/or other PH staff members include: 1) Family Assistance Center Training. A family assistance center is part of a mass fatality/injury event where survivors and family can meet for information and assistance regarding family members involved in the incident, 2) Volunteer Reception Center Training. This provided insight into planning for and managing the volunteer workforce that responds to an emergency situation. The PH planner will be participating in a Volunteer Fair sponsored by Emergency Management and the Salvation Army in January 2016, 3) Mass Fatality Training—Awareness level training for PH staff.

**Northwest Wisconsin Health Care Coalition (NWWiHCC)** – Gretchen will be attending the next meeting on December 11 and will have an update in January.

**Reproductive Health** – RHS is currently working on implementation of new guidance in the Division of Health Wisconsin Reproductive Health Guidelines. One of the most important additions is the enhanced screening for depression. We are going to be using a simple two question screening tool that a new or annual patient will complete. Our goal will be to provide the patient with feedback and resources for mental health care. We continue to work on Get Yourself Tested initiatives in regard to Chlamydia and Gonorrhea testing. We served 31 unduplicated clients in October with 98 visits. Unduplicated client count is 455 YTD compared to 526 in 2014.

**WIC** – Data not available. Our WIC Clerk, Luann Sprester, has resigned and we will need to replace her. She has been a long term outstanding employee in the WIC program and will be missed!

**Prenatal Care Coordination (PNCC)** – There were 11 admissions in the month of October with 142 visits to program participants. Nine (9) women were discharged from the program.

**Birth to 3-** Seven new children were enrolled in the program. The program coordinator conducted 32 visits with program families; 334 visits YTD compared with 286 in 2014. Contract therapists made 97 visits to program children. We were picked as 1 of 4 cohorts in our region that will be working with the state to redesign and implement our annual assessment to reflect how we use infant mental health (evaluating all children's' social emotional and using ACEs with parents), evidence based practices using primary coaching (joint visits and team meetings), and community involvement (having an advisory council ) in our everyday practices.

**Multi-Jurisdiction Tobacco Coalition (MJC)** - The Health Service Department's 2014 Behavioral Risk Factor Surveillance System (BRFSS) has been released. The Wisconsin Behavioral Risk Factor Survey (BRFS) is a telephone survey of state residents ages 18 and older carried out in conjunction with the U.S. Centers for Disease Control and Prevention (CDC). The survey addresses a variety of topics, such as behaviors related to smoking, alcohol use, physical activity and overweight; prevalence of chronic diseases such as diabetes, asthma and hypertension; and receipt of recommended cancer and cholesterol screening tests. BRFS data are used extensively by public health departments and are the basis of numerous articles in public health research journals and other publications. The 2014 BRFS report can be found at <https://www.dhs.wisconsin.gov/publication/p43073.pdf>.

The 2016 work plan and budget for the MJC has recently been approved by the Tobacco Prevention and Control Program. One of our High School FACT students recently did the Health Departments Radio spot, Health Beat, on being a youth tobacco prevention advocate. For updates on MJC work visit our newsletter page of our Western Wisconsin Working for Tobacco-Free Living (W3TFL) website at <http://www.w3tfl.org/w3tfl-newsletters/>. These newsletters are done monthly. We also have a W3TFL Facebook page <https://www.facebook.com/W3TFL> .

**Well Woman Program (WWWP)** – Our program nurse continues to work with the 5 other counties in our jurisdiction including local health department staff and provider clinic staff. She enrolled 13 new women in the program in September; 164 women are current program participants. Twenty nine (29) provider contacts were made for staff introduction, review of program elements and technical support for coordination of service. Thirty nine (39) contacts were made with women currently enrolled in the program in October.

### **Director's Update**

1. We have concluded our consolidated contract negotiations for 2016. All objectives have been agreed upon with the Division of Public Health program staff.
2. I have been asked to be on the Public Health Accreditation Board (PHAB) reaccreditation committee. This group will create the process for reaccreditation for health departments. Membership on the committee will involve 2 meetings in Virginia and monthly phone calls. All expenses will be reimbursed.

## MINUTES OF HEALTH & HUMAN SERVICES BOARD MEETING

Tuesday, December 8, 2015

The meeting was called to order by Committee Chair, Pat Schmidt at 10:05 a.m. Members present were:

Pat Schmidt, John Bonneprise, Marvin Caspersen, Joe Demulling, William Alleva, Pam DeShaw and Arne Lagus, and Dr. Markert. Also present were Health Director, Gretchen Sampson; Public Health Supervisor Bonnie Leonard, Economic Support Specialist, Diana Peterson, Administrator Frey and County Clerk.

Chair called for a motion on the agenda. **Motion (Bonneprise/DeShaw) to approve the agenda. Motion carried** by unanimous voice vote.

Chair called for a motion on the minutes of the November 6, 2015 meeting. **Motion (Caspersen/Alleva) to approve the November 6, 2015 minutes. Motion carried** by unanimous voice vote.

Time was given for public comment. None offered.

### **Old Business**

1. Director Sampson updated the committee on progress made regarding the reorganization of the Health and Human Services Departments.
2. Director Sampson presented information on a disputed audit claim from 2013.

### **New Business**

3. Administrator Frey updated the committee on recommendations for the Behavioral Health Unit as presented by Diamond Corporation.
4. Diana Peterson presented the committee with overall information and background on the Economic Support division of Human Services.
5. The marijuana presentation was postponed until the January meeting.
6. Director Sampson updated the committee on the transfer of Youth Aids Administration and Community-based juvenile justice oversight from the Department of Corrections to the Department Of Children and Families.
7. Director Sampson reported to the committee on the WIC Management Evaluation state site visit for Polk County.

### **Next meeting date, Tuesday, January 12, 2016 at 10:00 a.m.**

Items to be included on the agenda are: Report on Trauma Informed Care, Marijuana Presentation, and review of reports from GAM & Veterans Service Office.

Motion (Bonneprise/Markert) to adjourn. Carried. Meeting adjourned 11:40 a.m.