



POLK COUNTY, WISCONSIN

WWW.CO.POLK.WI.US

Dana Frey, County Administrator
100 Polk Plaza, Suite 220, Balsam Lake, WI 54810
Phone (715) 485-9212 Email dana.frey@co.polk.wi.us

AGENDA AND NOTICE OF MEETING

GENERAL GOVERNMENT COMMITTEE

Government Center

County Board Room

Balsam Lake, WI 54810

Thursday, March 12th, 2015 10:00 a.m.

Purpose: Review and Action on selected items as listed below

Documents: Minutes of February 19th, 2015 and monthly report

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda	
Approval of minutes for February 19 th , 2015	
Public comment	
New business	
1. Preliminary Audit Report	Dana Frey
2. Review Policies 880, 10, 512 and Rules of Order to evaluate if amendments may be necessary and/or develop list of questions and concerns to forward to County Board	Chairman Sample
3. Discuss and take action on "Memorandum of Understanding" described in Resolution 11-12.	
Recommendation on Proposed Amendment to 2015 Budget to Account for Revenues and Expenditures associated with amended WDHS-Public Health Consolidated Health Services Contract-Wisconsin Well Woman Program:	Director of Public Health/ Gretchen Sampson
4. Resolution to Authorize the Polk County Health Department as a Multi-Jurisdiction Service Coordinating Agency for the Wisconsin Well Woman Program (WWWP)	
5. Recommendation on Resolution To Accept Offer To Purchase County Property: 104 State Street, Osceola.	Corporation Counsel/ Jeff Fuge
Future agenda items	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

Resolution No. ____-15

Resolution to Authorize the Polk County Health Department as a Multi-Jurisdiction Service Coordinating Agency for the Wisconsin Well Woman Program (WWWP)

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

Ladies and Gentlemen:

WHEREAS, in adopting the Polk County Operating and Capital Budget for Calendar Year 2015, the Polk County Board of Supervisors approved and authorized on behalf of the Polk County Health Department to enter into the State of Wisconsin Department of Health Services, Division of Public Health Consolidated Contract for the provision of various health service programs, including the Wisconsin Well Woman Program (“WWWP”); and

WHEREAS, the Wisconsin Department of Health Services has developed a new model for the WWWP that includes an organizational change for service coordination from individual counties to multi-counties, and/ or jurisdiction; and

WHEREAS, the Wisconsin Division of Public Health has committed to provide state funding to the Polk County Health Department to support a 0.5 FTE Public Health Nurse for the provision of WWWP multi-jurisdiction service coordination to women in Barron, Burnett, Douglas, Polk, Rusk and Washburn counties from July 1, 2015 through June 29, 2017; and

WHEREAS, the program redesign would cause an increase in Public Health departmental revenues and expenditures attributable to the WWWP from \$19,634 to \$_____ for the calendar year 2015.

WHEREAS, the Polk County Health Department has 20 years of experience being a service coordination agency for the Wisconsin Well Woman Program and serves as Lead Agency for two other multi-jurisdiction grant programs of the Wisconsin Department of Health Services; and

WHEREAS, the Polk County Health and Human Services Board has recommended that the Health Department assume the WWWP service coordination agency role.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors does hereby accept and authorize on behalf of Polk County and the Polk County Health Department an amendment to the 2015 Health Department Consolidated Contract agreement for purposes of assuming and performing for the grant year of July 1, 2015 through June 30, 2016 the responsibility of multijurisdictional service coordination within the Wisconsin Well Woman Program (WWWP).

BE IT FURTHER RESOLVED, that, pursuant to Wisconsin Statutes Section 65.90(5)(a), the Polk County Board of Supervisors does authorize an amendment to the Polk County Operating and Capital Budget for Calendar Year 2015 for the purpose of authorizing and appropriating additional revenues and expenditures for the Polk County Health Department in the amount of \$_____ for the provision of multijurisdictional service coordination activities for the WWWP.

BE IT FURTHER RESOLVED that the Polk County Clerk is directed to cause to be published notification of this amendment in a timely fashion consistent with Wisconsin Statute Section 65.90(5)(a).

Funding Source/ Funding Amount:	Grant Award: \$65,730 State Revenues and County Expenditures for \$2015: _____ 2016 Projected State Revenues and County Expenditures: _____
Date Reviewed as to Appropriations:	March 12, 2015
Committee Recommendation as To Appropriation:	
Effective Date:	Upon Passage
Dated Submitted To County Board	March 17, 2015

Submitted By:	<hr/> Supervisor Patricia M. Schmidt Chairperson Health and Human Services Board (February 10, 2015)
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Dana Frey, County Administrator	Review By Corporation Counsel: <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Jeffrey B. Fuge, Corporation Counsel
Acknowledgement of County Board Action	
Mark As Appropriate: At its regular business meeting on the 17 th of March 2015, 2015, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____ - ____: Resolution to Authorize the Polk County Health Department as a Multi-Jurisdiction Service Coordinating Agency for the Wisconsin Well Woman Program (WWWP)., as follows: <input type="checkbox"/> Adopted by a vote of two thirds of the entire membership _____ in favor and _____ against. <input type="checkbox"/> Defeated by a vote of _____ in favor and _____ against. <input type="checkbox"/> Action Deferred by Procedural Action, as follows: _____	

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk



Scott Walker MADISON WI 53701-2659 Governor
State of Wisconsin
Department of Health Services

February 9, 2015

Gretchen Sampson
Polk County Health Department
100 Polk County Plaza
Suite 180
Balsam Lake, WI 54810

Dear Ms. Sampson:

The Wisconsin Department of Health Services has been working on the development of a new model for the Wisconsin Well Woman Program (WWWP). This new model includes an organizational change for service coordination from individual counties to multi-counties and/or jurisdictions. The recommendations for multi-jurisdictional service coordinating agencies were provided from the WWWP Local Public Health Work Group. The Polk County Health Department was recommended as a WWWP multi-jurisdictional service coordination agency.

It is the intention of the Wisconsin Division of Public Health to provide funding to the Polk County Health Department for WWWP multi-jurisdictional service coordination. The first year of funding is from July 1, 2015 to June 30, 2016. Based on available funding, it is the intention of the Division of Public Health to provide a second year of funding to each agency from July 1, 2016 to June 30, 2017. This two year period is based on the WWWP's cooperative agreement with CDC which ends on June 29, 2017.

The attached funding proposal provides the details on the counties that are included in your multi-jurisdictional area and the financial proposal. Please note that the per-woman total amount would change based on the actual women enrolled in WWWP.

Please contact me if you have any further questions. We look forward to working with you.

Sincerely,

Karen McKeown, RN, MSN
State Health Officer and Administrator

Wisconsin Well Woman Program Redesign
October 14, 2014; Updated January 13, 2015

The Wisconsin Well Woman Program (WWWP) provides preventive health screening services to women with little or no health insurance coverage. Well Woman pays for mammograms, Pap tests, certain other health screenings, and multiple sclerosis testing for women with high risk signs of multiple sclerosis. The program is administered by the Wisconsin Department of Health Services (DHS), Division of Public Health (DPH), and is available in all [72 Wisconsin Counties and 11 tribes](#) Well Woman pays for certain screenings for some of the most common women's health concerns. DPH has paid local health departments grants to provide care coordination outreach, enrollment, referral and follow up case management services to program women.



- Breast Cancer
- Cervical Cancer
- Multiple Sclerosis testing for high risk women

Covered services are available from participating health care providers at no cost to Well Woman clients. There is no premium, co-payment or deductible for the Well Woman Program. Not all covered services are available from every provider.

To be eligible

- You must be a woman age 45 through 64, and
- Your income is within the program guidelines, and
- You do not have health insurance, or the insurance you have doesn't cover routine check-ups and screening, or you are unable to pay the deductible or co-payment.



Program Redesign Background

- In December 2013, the Department of Health Services proposed a restructure of the Wisconsin Well Woman Program (WWWP) to ensure that it remains viable and available for women who need it, even as many women currently served by the screening program find they can access comprehensive coverage through BadgerCare Plus (Medicaid) or the federal health insurance Marketplace ([HealthCare.gov](#)).
- The Department's proposal is to replace the current network of 1,000 provider sites and 83 local coordinating agencies with a model in which health systems would provide both screening and coordination services. Since that time, it has been decided to move to a

regional structure with no more than 10 Local Health Department based coordinating agencies in place; 1-2 per DPH region and 2 for the City of Milwaukee.

- Provider component: Requests for applications to be WWWP providers will go out from DHS by December 1, 2014. A markedly reduced provider network will be in place by April 15, 2015.
- Care coordination services at Local Health Departments will end June 30, 2015

For Board Consideration

- Polk County Health Department is interested in being a regional coordinating agency. Several other LHDs in our region are also interested (Eau Claire, LaCrosse, St. Croix, Pierce, Pepin) There could be a north and a south coordinating agency in our region or at the most 3 coordinating agencies in our region.
- DPH has stated there will not be a competitive RFA for LHDs to apply to be a coordinating agency rather we would need to work this out among us.
- PCHD has experience with managing regional projects (Preparedness Consortium, Multi-jurisdiction Tobacco Coalition, 2 county DNR well water testing program)
- Is the Board supportive of the Health Department pursuing this opportunity if the funding and the logistics of the work needed to be accomplished makes sense? At this time it is projected that a coordinating agency would get \$50,000 plus \$75 per woman served. That is based on having 2 coordinating agencies per region. Our current grant is \$19,634.

Update as of January 13, 2015

- Polk County Health Department has been recommended to be one of 3 coordinating agencies in the Western Region. Eau Claire and LaCrosse are the other 2 health departments.
- The counties that would be served by Polk County are: Barron, Burnett, Douglas, Polk, Rusk and Washburn. There were 422 women enrolled in WWWP in these counties in contract year 2013. It is expected that this number was less in 2014 due to the ACA and Medicaid changes.
- There have been 2 teleconference calls with the selected coordinating agencies and the Division of Public Health (DPH) Staff since mid December. DPH has elicited information from the locals about necessary baseline funding to support staff and expenses to conduct the work required to be a coordinating agency. At this point, \$50,000 would be a starting point for a 0.5 FTE position (salary/fringe). Additional funds would be added to the contracts to allow for travel, training, translation services, and other administrative expenses. DPH has committed to a 3 year funding cycle to assure continuity of the program (pending federal funding of course)

- DPH will be scheduling a negotiating session with each agency to determine a mutually acceptable funding level. Once that is conducted they would send a “letter of offer” to the local health department. This would be a document that could be helpful in county board discussions as this would need to be approved outside the budget cycle.
- There may also be funds for transition planning before the July 1, 2015 program start date.
- Polk County currently has a 0.5 FTE PHN position that could be expanded to full-time for this project work. That would be my preliminary plan for staffing.
- Medical providers have received information about applying to be a WWWP provider. That application is due the end of January with the new provider network announced late February.

Board Action – The Health Department will be asking for Board support in the near future to move this forward once we have a solid funding allocation. The BHHS supported PCHD being a coordinating agency at the October Board meeting. It will be necessary to secure a Board resolution both at the BHHS level and county board level to proceed to program implementation.

Resolution No. ____-15

Resolution to Authorize Sale of County Property – 104 State Street, Osceola, Wisconsin

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

Ladies and Gentlemen:

WHEREAS, Polk County owns the residential property located at 104 State Street, Osceola Wisconsin; and

WHEREAS, pursuant to Policy No. 916, *Management of County-Owned Non-Tax Forfeiture Real Estate*, the County Administrator has identified the property as appropriate for disposition; and

WHEREAS, after initiate efforts were unsuccessful to sell the property at public sale, the County listed the property for private sale and received an offer to purchase the property at a price greater than the appraised value; and

WHEREAS, consistent with Wisconsin Statutes § 59.52(6)(c), and County policy, Policy No. 916, *Management of County-Owned Non-Tax Forfeiture Real Estate*, the offer has been accepted subject to the approval of the Polk County Board of Supervisors; and

WHEREAS, the Conservation Development, Recreation and Education Committee and the General Government Committee recommend to the Polk County Board of Supervisors to authorize sale of the property on terms and conditions of the offer received and accepted on condition.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors confirms acceptance of the offer of H&W Properties, LLC., to purchase the County residential property located at 104

State Street, Osceola Wisconsin for a purchase price of One Hundred Three Thousand (\$103,000.00).

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors determines that there is no longer a public purpose in said property and the same shall be disposed of by private sale.

BE IT FURTHER RESOLVED that, pursuant to Wisconsin Statutes § 59.52(6)(c), the Polk County Board of Supervisors directs the Clerk to convey by warranty deed the property having the legal description and Parcel Identification Number, as follows:

“Part of Outlot 83 of the Outlot Plat of the Village of Osceola, Polk County, Wisconsin, more fully described as commencing at the point on the East Line of State Street in Viebrock’s Third Addition to the Village of Osceola, which point is 349.55 feet East and 240.55 feet North of the West quarter corner of Section Twenty-Six (26), Township Thirty-Three (33), North, of Range Nineteen (19) West and the point of the beginning; thence North one degree, twenty-eight minutes East along the East line of said State Street a distance of 110 feet; thence North 89 degrees, 40 minutes East a distance of 150 feet; thence South one degree, 28 minutes West a distance of 110 feet; thence South 89 degrees, 40 minutes West a distance of 150 feet to the point of beginning; all in the Village of Osceola, Polk County, Wisconsin.

Parcel Identification Number: 165-00478-0000

to H&W Properties, LLC., upon satisfaction of all terms and conditions of said sale.

Funding Source/ Funding Amount:	Not applicable
Date Reviewed as to Appropriations:	Not Applicable
Effective Date:	Upon Passage

Dated Submitted To County Board	March 17, 2015
Submitted and Recommended By:	<p>Conservation Development, Recreation and Education Committee :</p> <hr/> <p>Supervisor Kim O’Connell, Committee Chair (February 18, 2015)</p> <p>General Government Committee:</p> <hr/> <p>Supervisor Ken Sample, Committee Chair (February 19, 2015)</p>
<p>Review By County Administrator:</p> <p><input type="checkbox"/> Recommended</p> <p><input type="checkbox"/> Not Recommended</p> <p><input type="checkbox"/> Reviewed Only</p> <hr/> <p>Dana Frey, County Administrator</p>	<p>Review By Corporation Counsel:</p> <p><input type="checkbox"/> Approved as to Form</p> <p><input type="checkbox"/> Recommended</p> <p><input type="checkbox"/> Not Recommended</p> <p><input type="checkbox"/> Reviewed Only</p> <hr/> <p>Jeffrey B. Fuge, Corporation Counsel</p>
Acknowledgement of County Board Action	
<p>Mark As Appropriate:</p> <p>At its regular business meeting on March 17, 2015, the Polk County Board of Supervisors considered</p>	

and acted on the above resolution, Resolution No. ____-15: Resolution to Authorize Sale of County Property – 104 State Street, Osceola, Wisconsin, as follows:

- Adopted by simple majority of the board of supervisors by a vote of _____ in favor and _____ against.
- Adopted by unanimous vote.
- Defeated by a vote of _____ in favor and _____ against.
- Defeated by voice vote.
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk



MINUTES

General Government Committee

County Board Room
Balsam Lake, WI 54810
10:00 a.m., Thursday, March 12th, 2015

Meeting called to order by Committee Chair Sample @ 10:00 AM.

Members present

Attendee Name	Title	Status
Ken Sample	Chair	Present
Russ Arcand	Vice Chair	Present
Larry Jepsen	Supervisor	Present
Josh Hallberg	Supervisor	Absent
Pat Schmidt	Supervisor	Present

Also present Tammy Peterson, Executive Secretary, Dana Frey, County Administrator, Jeff Fuge, Corporation Counsel, Gretchen Sampson, Director of Public Health and Todd Demers, Director of Information Technology

Approval of Agenda- Chairman Sample called for a motion to approve agenda. **Motion** (Schmidt/ Arcand) to approve agenda. Motion carried.

Approval of Minutes- Chairman called for a motion to approve the minutes of the February 19th, 2015. **Motion** (Jepsen/ Schmidt) to approve minutes. Motion carried.

Public Comment None

New Business

Director of Public Health, Gretchen Sampson discussed the Recommendation on Proposed Amendment to the 2015 Budget associated with the Wisconsin Well Woman Program.

Ms. Sampson went over the Resolution to Authorize the Polk County Health Department as a Multi-Jurisdiction Service Coordinating Agency for the Wisconsin Well Woman Program. **Motion** (Schmidt/ Jepsen) to recommend to County Board. Motion carried by voice vote.

Director of Information Technology, Todd Demers gave presentation on new equipment in County Board room.

County Administrator Frey went over Preliminary Audit Report and answered questions on issues as contained in audit.

Chair Sample discussed Policies 880, 10, 512 and Rules of Order.

Chair Sample also discussed "Memorandum of Understanding" described in Resolution 11-12.

Corporation Counsel, Jeff Fuge spoke on the Recommendation on Resolution to Accept Offer to Purchase County Property: 104 State Street, Osceola. **Motion** (Jepsen/ Arcand) to approve sale as presented in resolution and move to County Board. Motion carried by voice vote.

Supervisor Larry Jepsen spoke on the Community care letter in regards to ADRC. Administrator Frey gave updated information and answered questions.

Future items: April 9th, 2015 @ 10:00AM. Supervisor Larry Jepsen will give update on ADRC standing.

Adjourn - Motion (Schmidt/Arcand) to adjourn. Meeting adjourned 11:38 a.m.