



# POLK COUNTY, WISCONSIN

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## AGENDA AND NOTICE OF MEETING

### HEALTH AND HUMAN SERVICES BOARD

Government Center

County Board Room

Balsam Lake, WI 54810

10:00 a.m. Tuesday June 10, 2014

**Purpose:** *Overview of programs in the area of public health and human services*  
**Documents:** *Minutes of May 13 Health and Human Services Board meeting; program updates from Public Health, Human Services, and Golden Age Manor*

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda	
Approval of minutes for May 13, 2014 Health and Human Services Board Meeting	
Public comment	
New business	
1. Questions on program updates listed above	County Administrator
2. Response to questions on Golden Age Manor finances, structure and operations	
3. Resolution Regarding the Implementation of a 161 Agreement between Polk County and the St. Croix Chippewa Indians of Wisconsin	Jeff Fuge, Corporation Counsel
4. Development of Revisions to Relevant chapters of Policy 10 – Committee Functions and Responsibilities	
5. Overview of programs implemented by Golden Age Manor	Dana Reese, Nursing Home Administrator
6. Overview of programs implemented by the Human Services Department	Gene Phillips, Human Services Director
7. Overview of programs implemented by the Public Health Department	Gretchen Samson, Public Health Director
8. Overview of programs implemented by the Veterans Service Office	Rick Gates, Veterans Service Officer
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. The committee may consider matters noticed herein in any order regardless of the placement of such items on this notice.

Resolution No. \_\_\_\_ -14

Resolution Regarding the Implementation of a 161 Agreement Between Polk County and the St. Croix Chippewa Indians of Wisconsin

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

Ladies and Gentlemen:

WHEREAS, 1983 Wisconsin Act 161 (hereinafter "the Act") became effective March 23, 1984; and

WHEREAS, the Act allows County Human Services to work with Tribes in a collaborative manner regarding Native American Children who are placed out of the home pursuant to Tribal and State laws governing child welfare services; and

WHEREAS, many Native American children live in Polk County; and

WHEREAS, the St. Croix Chippewa Indians of Wisconsin are a sovereign government and that maintains a Tribal Court and has an Indian Child Welfare Department; and

WHEREAS, it is important that families, who have children placed out of their home pursuant to a Circuit Court or a Tribal Court Order, are provided due process and receive appropriate services for purposes of reunification and/or other appropriate permanency goals; and

WHEREAS the Indian Child Welfare Act, which has been codified into Wisconsin Statutes, illustrates the strong public policy interest in protecting the cultural integrity of the child welfare system for Native American Children.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Section 66.0301, Wis. Stats., that the Polk County Board of Supervisors approves the implementation of the attached 161 Agreement between Polk County and the St. Croix Chippewa Indians of Wisconsin.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs the Program Manager of the Polk County Human Services Department and the County Board Chairperson to sign the Agreement.

Funding Source/ Funding Amount:	
Date Reviewed as to Appropriations:	
Committee Recommendation as To Appropriation:	
Effective Date:	
Dated Submitted To County Board	
Submitted By:	

<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> <p>_____</p> <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> <p>_____</p> <p>Jeffrey B. Fuge, Corporation Counsel</p>
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Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on \_\_\_\_\_, \_\_\_, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. \_\_\_\_ - \_\_\_\_: Resolution to <Insert Title>

\_\_\_\_\_, as follows:

- Adopted by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by majority voice vote.
- Defeated by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Defeated by majority voice vote
- Action Deferred by Procedural Action, as follows: \_\_\_\_\_

SIGNED BY:

\_\_\_\_\_  
William F. Johnson, IV, County Board Chairperson

Attest: \_\_\_\_\_  
Carole T. Wondra, County Clerk

## AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_\_ and ending on December 31, 2014, by and between **POLK COUNTY HUMAN SERVICES**, (hereinafter referred to as "the **COUNTY**"), and the **ST. CROIX CHIPPEWA INDIANS OF WISCONSIN** (hereinafter referred to as "the **TRIBE**").

### WITNESSETH:

- 1) **Purpose.** It is the purpose of this agreement to clarify relationships between the Tribe and the County in providing for the health, safety, and welfare of Indian children residing in Polk County; to provide and improve systems for services, referral and mutual assistance between the Tribe and County; and to establish procedures and standards under which the parties shall implement the provisions of 1983 Wisconsin Act 161. Delinquency cases as defined in ss. 938.12 are not provided for under this agreement.
- 2) **Definitions.** As used in this agreement, the following terms shall have the meanings specified herein:
  - a) "Minor" or "Child": A person who is under the age of eighteen (18) years and who is a member of, or is eligible for membership in the Tribe, or who is the child of a member of the Tribe, or who is an American Indian child domiciled within the boundaries of the Tribe's Reservation, and who meets the residency requirements within Polk County.
  - b) "Child-in-Need-of-Care": means any child in need of care as defined in sec. 602.01 of the Tribal Children's Code.
  - c) "Child Custody Proceeding": means any proceeding as defined in 25 U.S.C. sec. 1903, and any proceeding involving a child under the age of ten who is alleged to have committed an act, which if committed by an adult would be deemed a crime.
  - d) "Foster Care": A person and/or residence licensed as a foster home by the Tribe, the State of Wisconsin, or a County agency.
  - e) "Tribe": Unless stated otherwise in this agreement, said term shall refer to the St. Croix Chippewa Indians of Wisconsin and all its agencies, employees, agents and representatives.
  - f) "Tribal Court": The Court set up and maintained by the St. Croix Chippewa Indians of Wisconsin.
  - g) "County": Unless stated otherwise in this agreement, said term shall refer to Polk County and all its agencies, employees, agents and representatives.
- 3) **Preventive Services.** It is mutually understood and agreed that Tribe's ICW Department and County Human Services staff shall meet quarterly, on a day and time to be determined, for the following purposes:

- a) Identify families who may be in need of services by the parties to this agreement;
  - b) Review the case status of families who are being provided services by either Tribal or County staff;
  - c) Coordinate services provided to Tribal families living in Polk County by either Tribal or County staff, in order to assure that all appropriate services are in fact being provided, to identify the primary service provider, and to establish a case plan for provision of services;
  - d) Review and revise, as appropriate, any established case plan for Tribal families;
  - e) Review adherence to and compliance with this agreement and review new cases;
  - f) Minutes must be kept; the Polk County Department of Human Services and Tribe's Indian Child Welfare Department shall jointly provide input to their respective governments; the Tribe may attend the Polk County public hearings on the Human Services budget and attend the Human Services Board meeting with follow-up at the budget presentation meeting. Polk County Department of Human Services may participate in an annual program report to the Tribal Governing Board.
  - g) Perform any and all other functions mutually agreed upon by the social services staff of the parties.
- 4) **Protective Services Investigations.** It is mutually understood and agreed by the parties hereto that the following procedures shall be exclusively utilized in the investigation of matters concerning the possible existence of child abuse and/or neglect involving a child residing on the Tribe's Reservation:
- a) 24-Hour Availability. The County shall provide 24 hour availability of staff for conducting emergency investigations as the Tribe currently does not have a 24 hour ICW Department. In the event of emergency placements, the Tribe's Indian Child Welfare Department shall be contacted by the County as soon as possible following such placement. Investigations shall then be conducted jointly pursuant to section 4.b.
  - b) Joint Investigation. It shall be the priority of the parties to conduct joint protective services investigations, unless such investigation is not practicable after diligent attempts to contact the other party compatible with the nature and time constraints of appropriate investigation. Joint investigations shall not be required where the Tribe investigates a complaint of neglect under provision 4(g) of this agreement which does not meet the definition of neglect contained in Sec. 48.981(1)(d), Wis. Stats. When the Tribe investigates a complaint, the Tribe shall provide the County with all case worker summaries related to the investigation as soon as possible after completion. The County shall provide written findings to the other party within sixty (60) days of investigation by the WISACWIS electronic reporting document and send a copy to the Tribe.

- c) Child Welfare Complaint Received by County. Upon receipt of a child welfare complaint of suspected child abuse or neglect, indicating that a child may be a "minor-in-need-of-care", the County shall immediately contact the Tribe. The parties shall thereafter determine the mechanism by which an investigation in accordance with sec. 48.981, Wis. Stats., shall proceed.
  - d) Immediate Danger: Unavailability. If either party cannot be contacted after all reasonable efforts have been made, and the party is in receipt of information which gives cause to believe that a child may be in immediate danger, the County shall proceed to investigate under the provisions of sec. 48.981, Wis. Stats., and the Tribe shall continue to investigate under the Tribe's Children's Code. Notice of cause to believe that the child is in immediate danger shall be conveyed to the other party as soon as practicable, and shall in no event be conveyed more than 24 hours thereafter, excluding weekends and holidays. The investigating party or parties shall, within five working days of referral, provide to the other party, written findings, including the intake form and protective plan.
  - e) Non-Emergency; Unavailability. If either party cannot be contacted after all reasonable efforts have been made, and the party is in receipt of intake information which gives cause to believe that a child may be a "child-in-need-of-care", that party shall proceed to investigate the child's circumstances. The written initial intake findings of such an investigation shall be conveyed to the other party as soon as practicable, and shall in no event be conveyed more than 72 hours thereafter, excluding weekends and holidays.
  - f) Abuse or Neglect Complaint Received by Tribe. The Tribe shall immediately, upon receipt of complaint, inform the County of all complaints alleging abuse or neglect of a child. The parties shall thereafter determine the mechanism by which an investigation in accordance with sec. 48.981, Wis. Stats., shall proceed.
  - g) Child Welfare Complaint Received by Tribe. The Tribe may request the assistance of the County in investigation of any child welfare cases. When the matter being investigated does not meet the statutory definition of abuse or neglect, the parties acknowledge that tribal customs govern the determination.
- 5) **Standards for Conducting Protective Services Investigations.** It is mutually understood and agreed by the parties that the actions of the County under Section 4, above, are subject to the requirements of sec. 48.981, Wis. Stats., and the State/County contract. The County shall complete a WISACWIS electronic reporting form on all cases reported or referred to it by the Tribe.
- i) It is further mutually understood and agreed that the actions of the Tribe under Section 4, above, are subject to the provisions of the St. Croix Tribal Court Code and the Tribal Children's Court Code. The Tribe further agrees to assist the County in complying with the applicable state law.

6) **Tribal Court Orders.** It shall be agreed that the Tribal Court order for each case will specify the following (said orders shall be issued within ten (10) calendar days of removal of child):

- a) Continued placement of the child in his or her home would be contrary to the welfare of the child.
- b) Reasonable efforts to prevent the removal of the child from the home were made or that reasonable or active efforts were not possible prior to the removal of the child from his or her home and must be made no later than sixty (60) days from the date of the child's removal from home.
- c) At Tribal Court Judicial Status Review hearings, which shall occur at least once every 12 months, the Tribal Court shall make findings that reasonable efforts were made to achieve the goal of the child's permanency plan, unless the return of the child to the home is not the goal of the permanency plan because any of the circumstances specified in Wis. Stat. 48.355 (2d)(b) 1.-5., or comparable St. Croix Children's Code section apply.
- d) The Tribal Court shall forward to the Agency Designee of Polk County Human Services copies of petition, court notice, court order and pre-dispositional report. Indian Child Welfare Department shall forward to the County copies of the permanency plan, and independent living plan.
- e) All findings in Tribal Court Orders must be specific to the child and document with specificity upon what information those findings are made.

7) **Emergency Placement by County.** In the event that a protective services investigation is performed by the County under the circumstances specified in Section 4, above, and further, that such investigation reveals that a child is in immediate danger from his or her surroundings, the County may remove said child and place him or her temporarily in accordance with the placement provisions of the Indian Child Welfare Act, 25 U.S.C. Sec. 1915(b):

- a) a member of the Indian child's extended family; or
- b) a foster home licensed, approved, or specified by the Indian child's Tribe; or
- c) an Indian foster home licensed or approved by an authorized non-Indian licensing authority; or
- d) an institution for children approved by an Indian Tribe or operated by an Indian Organization which has a program suitable to meet the Indian child's needs.
- e) The County further agrees to inform the Tribe of any such emergency placement no more than 24 hours thereafter, excluding weekends and holidays.

8) **Placements by Tribe.**

- a) Other than emergency placements made by the County as discussed above, all placements shall be made by the Tribe.
- b) The Tribe may place with one of the following:
  - i) A member of the child's family; or,
  - ii) A foster home licensed by the Tribe
- c) The following placement options may only be made with the express consent of the County's Program Manager or designee:
  - i) A foster home licensed by the County

- ii) A foster home licensed by a private agency ("treatment" foster homes);
  - iii) A licensed group home;
  - iv) A facility licensed to provide institutional care;
  - d) The Tribe agrees to contact the Dept. of Health & Family Services Interstate Compact Office on the placement of children in cases where children are referred for tribal placement across state lines. The Tribe will work cooperatively with the County to assure Tribal children are afforded the protection through the compact.
  - e) The County recognizes the Tribe's sovereignty and agrees to accept the Tribe's judgment as to the appropriateness of placement and availability of resources in cases where the compact is employed.
- 9) **Requisites of Tribal Monitoring of Out-of-Home Placements.** In monitoring and providing services to children who have been placed elsewhere than the home of their parent or "relative", the Tribe shall appoint a case manager and shall establish and carry out the following procedures:
- a) **Permanency Plan.** A permanency plan for each child in out-of-home placement shall be established which conforms to the provisions of sec. 48.38(4), Wis. Stats. The Tribe shall provide a copy of said plan to the County within sixty (60) days after the child's removal from home, if the permanency plan is not included in the pre-dispositional report.
    - i) A Judicial hearing shall be held every year and a judicial status review or an administrative review shall be held within every six months of the judicial hearing. The conduct of the judicial review or administrative review shall conform to the provisions Tribe's Children's Code and Wisconsin Statutes relating to permanency planning. The County shall be provided a copy of the original petition upon which the case is based at the same time it is filed with the Tribal Court. The Tribal Court will furnish the County with any notice of hearing which is issued and a copy of any order resulting from said hearing with the statutory provisions related to permanency planning.
    - ii) In the case of a child who has been in foster care under the responsibility of the State for 15 of the most recent 22 months, or, if a court of competent jurisdiction has determined a child to be an abandoned infant (as defined under the Tribe's law) or has made a determination that the parent has committed murder of another child of the parent, committed voluntary manslaughter of another child of the parent, aided or abetted, attempted, conspired or solicited to commit such a murder or such a voluntary manslaughter, or committed a felony assault that has resulted in serious bodily injury to the child or to another child of the parent, the Tribe shall file a petition to terminate the parental rights of the child's parents unless--
      - (1) the child is being cared for by a relative;
      - (2) the Tribe has documented in the court report a compelling reason for determining that filing such a petition is not in the best interests of the child; or
      - (3) the Tribe or such other agency as is primarily responsible for providing services to the child and the family has not provided to the family of the child,

consistent with the time period in the child's permanency plan, such services necessary for the safe return of the child to the child's home, if reasonable efforts are required by the court order or permanency plan.

- b) In all out of home placements a face to face contact with the child by the case worker shall take place every thirty days. Whenever a Tribal ICW worker makes contacts the worker's contacts shall be documented and sent to Polk County for input into WISACWIS. The Tribe shall provide this service for tribal children placed in a tribal licensed facility.

10) **Notice to County of Tribal Placements.**

- a) The Tribe further agrees to notify the County's Department of Human Services within 48 hours of making any out-of-home placement of a child, and to provide written notice of such placement within five (5) days thereafter.
- b) When the Tribe provides the Tribal Court with notice of change in placement a copy of said notice shall be sent to the County.
- c) The Tribe will similarly notify the County of the termination of any out-of-home placement. Included in the written notice, when a non-relative placement is made or terminated by an order of the Tribal Court, shall be a copy of the Court's order.

11) **Funding for Out-of-Home Placements Made by Tribe.** Payment by the County for the care and support of Indian children placed by the Tribe in homes other than those of the parent or custodian shall be made in the following circumstances:

- a) Placement with Relative. The Tribal agency shall make Kinship Care payments for children placed by the Tribe with a relative of said children.
- b) Placement in Foster Home. The County shall make foster care payments for children placed by the Tribe in the licensed foster home, when such placement is pursuant to an order of the Tribal Court in a "child-in-need-of-care" proceeding.
- c) Financial Eligibility. Payment by the County pursuant to this section shall apply only to those children placed by the Tribe who do not have the financial resources with which to pay for such care, and who meet the eligibility criteria of federal and Wisconsin law. The Tribal Court may determine the financial ability of the child's parent or other legally responsible person to contribute to the child's support. The Tribe may refer collections of child support to the County. Polk County shall receive a copy of the court order.
- d) Documentation Required for Payment. No funds will be expended by the County for the care of children placed by the Tribe for which case and permanency plans have not been provided within the time periods specified herein, above, or for which a copy of a required order of the Tribal Court is not provided.

- e) In an emergency out of home placement by the Tribe, to reimburse the foster parents a Polk County juvenile intake worker must make a written determination, with copies to the Tribe, that the out of home placement meets the standards set forth in Wis. Stat. 48.205 or 938.205.

12) **Financial Limitations on Funding.** It is mutually understood and agreed that payment for placement under section 11, above, is subject to the following conditions.

- a) Foster Care Payment. Payment by the County for placement of a child by the Tribe in a foster home pursuant to this Agreement is contingent upon available federal, state and County funds. Payment is also contingent upon the child being a resident of the County. The County will inform the Tribe of the status of all funds available for tribal foster placement at the outset of each year, and no less frequently than once each quarter thereafter.
- b) Group Home and Institutional Foster Care. It is further understood by the parties to this agreement that payment will be made by the County for placements made by the Tribe in a group home or institution only upon mutual consent of the Tribe and County to such placement.
- c) County Fund Limit. It is further understood that the County commits no funds for out-of-home placement payments other than those that would be available were the out-of-home placement made by the Circuit Court.

13) **Amount of Financial Support Available to Caretakers.** The parties understand and agree that any and all payments made by the County under this Agreement, shall be in the amount determined by Wisconsin payment guidelines, as such are established from time to time and also as determined by supplemental and exceptional guidelines as determined by the County worker.

14) **Procedural Requisites for Tribal Out-of-Home Placements.** It is mutually understood and agreed that out-of-home placements made by the Tribe, and for which the County is providing financial support, shall be subject to the following administrative prerequisites:

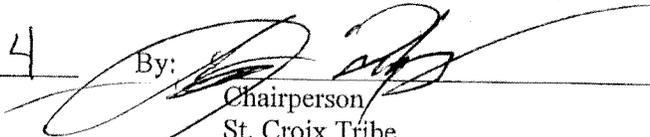
- a) Case Record. The Tribe shall establish a case record.
- b) Dispositional Report. The Tribe's ICW Department shall file with the Tribal Court a written report, a copy of which shall also be provide to the County, supporting the following findings to be made by the Tribal Court:
  - i) That the child required to be placed is a "minor-in-need-of-care";
  - ii) Continued placement of the child in his or her home would be contrary to the welfare of the child.
  - iii) Reasonable efforts to prevent the removal of the child from the home were made, or were not possible. If reasonable efforts were not possible, the Report needs to provide the specific circumstances that made such efforts not possible.
  - iv) Reasonable efforts were made to achieve the goal of the child's permanency plan.

- 15) **Information Cooperation and Consultation.** It is further mutually agreed that the following types of information will be provided by each party to the other, as circumstances arise:
- a) Licensed Foster Homes. The parties shall furnish to each other a complete list of all licensed foster homes, and a copy of the license issued to each foster home, a copy of the foster home application, the foster home study, and criminal background checks, and shall update such listing as is necessary in order to maintain its currency.
  - b) Indian Child Welfare Act Notices. The County shall furnish all notices of the Polk County Court to the Tribe which are required by the provisions of the Indian Child Welfare Act, 25 U.S.C. Sec. 1912.
  - c) License Revocation. The parties shall furnish to each other written notice of any revocation of a license issued to a foster home, and the effective date of such revocation.
- 16) **Confidentiality.** It is mutually understood and agreed that all information concerning child custody proceedings shall be kept confidential, and that such information shall be revealed, to the extent not prohibited by applicable Tribal, federal or Wisconsin law, only to those persons who require such information in order to exercise rights secured by the Indian Child Welfare Act or recognized by this agreement.
- 17) **Contact Persons.** All notices or contacts required by this agreement to be provided to the Tribe shall be directed to the Director of the Tribe's Indian Child Welfare Department. All notices or contacts required under this agreement to be provided to the County shall be directed to the Agency Designee of the County's Health and Human Services.
- a) Indian Child Welfare Director  
24663 Angeline Avenue  
Webster, WI 54893  
(715) 349-2195
  - b) Polk County Human Services Department  
Attn: Program Director  
100 Polk County Plaza  
Balsam Lake, WI 54810  
(715) 485-8400
- 18) **Full Faith and Credit.** Pursuant to 25 U.S.C. § 1911(d), The County accords full faith and credit to public acts, records and judicial proceedings of any other entity.
- 19) **Jurisdiction and Resulting Responsibilities.** It is mutually understood that the Tribe has exclusive court jurisdiction of all child custody proceedings, pursuant to its resumption of said jurisdiction under the procedure established in the Indian Child Welfare Act, 25 U.S.C. Sec. 1918. The County recognizes the Tribe's sovereignty and agrees to accept the Tribe's judgment as to the appropriateness of placement, subject to availability of resources. The County will afford full faith and credit to Tribal Court Orders.

20) Modification and Term Agreement.

- a) Modification. This agreement may be modified as mutually agreed upon by the parties, and such modification may be initiated by either party.
- b) Term. The term of this agreement shall be for one (1) year, which shall begin on January 1, 2014 and ending on December 31, 2014. The agreement may be extended thereafter by mutual agreement of the parties for a term not exceeding one (1) year at a time.

**ST. CROIX CHIPPEWA INDIANS OF WISCONSIN**

Dated: 5-6-14 By:   
Chairperson  
St. Croix Tribe

**POLK COUNTY**

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
William F. Johnson, IV. Chairperson  
Polk County Board of Supervisors

**INDIAN CHILD WELFARE DEPARTMENT**

Dated: May 6, 2014 By:   
Director

**POLK COUNTY HUMAN SERVICES**

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Kay Confer  
Program Manager

**ACKNOWLEDGED AND REVIEWED:**

\_\_\_\_\_  
Indian Child Welfare, Consultant  
Division of Safety and Permanent  
Wisconsin Department of Children and Families

## Polk County Health Department Monthly Update for Board of Health & Human Services - June, 2014 (Data is from April, 2014)

### General Public Health Program Activities

1. **Community Health Improvement Planning (CHIP)** – We continue to meet monthly with our partners from the three local medical centers to provide oversight of the new CHIP. We have drafted a new Memorandum of Understanding (MOU) that outlines partner roles in Community Health Needs Assessment and Planning processes including provisions for data sharing. We are scheduling health focus area team training in July to provide instruction on plan implementation. This will target community members and staff. We are also providing leadership to Polk United Healthier Together, the new community coalition focused on countywide community health improvement activities.
2. **Communicable Disease Surveillance, Control and Follow-up** – No major outbreaks. We have received extensive guidance from the Division of Public Health on MERS CoV. There are mumps outbreaks (44 cases) in six counties in Southeastern Wisconsin.
3. **National Accreditation** – We are now one year out since being nationally accredited by the Public Health Accreditation Board (PHAB). We are required to complete an annual report that is due June 5<sup>th</sup>. We have to discuss our efforts in the past year to maintain our accreditation status. I will copy you on the report once finalized.
4. **Department Strategic Plan** – We have 4 teams in-house that work to assure implementation of our agency strategic plan. The work being done is as follows:
  - a. **Communications Team** – updating of our agency website and our CHIP website; creation of a software program to track community outreach and advocacy activities.
  - b. **Performance Management Team** – completion of a national agency self-assessment tool on our culture of quality; initiation of a QI project on customer service; creation of an electronic dashboard to track progress on agency performance measures; beginning to revise our agency performance management plan; working with all staff on achieving goals with performance measures
  - c. **Workforce Development Team** – We trained staff this week on the process to complete a standardized public health core competency assessment tool. Once completed, we will develop individualized training plans for each staff member to strengthen skills in key public health practice areas.
  - d. **Program Evaluation/Fiscal Team** – We are convening this team later this month and are targeting beginning evaluation of our Birth to 3 and Prenatal Care Coordination program (PNCC).
5. **Family Health Benefits Counseling**

We submitted our grant renewal materials in May to the state. The activities performed by our counselor are eligible for 50% federal match. This includes all the work we do on assisting people to enroll in Badgercare and Marketplace programs.

### Jail Health

Our jail nurse has been dealing with several cases of MRSA (methicillin resistant staphylococcus aureus) infections in inmates that are now under control. She is also working with the Human Services Department staff to coordinate care for several severely mentally ill inmates. The jail census is up slightly (87). We have just revised our jail health program medical protocols for review and sign off by our jail physician.

### **Environmental Health/Agent Program**

Our two staff are busy with water testing as part of our DNR contract for Polk and Burnett counties. This is also the time of year when we are renewing all agent licenses for restaurants, hotels/motels, campgrounds, swimming pools, tattoo parlors. Staff is also working with issuing temporary restaurant licenses for vendors serving food at local fairs and festivals.

### **Public Health Preparedness**

**Consortium** – we are meeting this month to begin planning for the next grant period. We had a region wide exercise in New Richmond in May with over 65 attendees from Local Health Departments (LHDs), Emergency Management (EM) and local hospital representatives. The exercise focused on a severe weather scenario with fatalities. We are working on strengthening the national capabilities of community preparedness, fatality management and responder safety and health. We will be the fiscal agent for both the public health and Region I Wisconsin Hospital Emergency Preparedness Planning (WHEPP) in 2014-15.

### **Reproductive Health**

We are working on designing reports from our electronic health record software to produce grant required documents. We have been collaborating with Pierce County Health Department on this work. Sexually transmitted disease trends are static, but surrounding counties are reporting increases in Chlamydia and gonorrhea, so we are in surveillance mode with these diseases. Caseload is at 355 unduplicated women.

### **WIC**

Caseload is slowly rising. Breastfeeding rates are good. Our Fit Families grant of \$16,000 is being renewed for another year. Funding for 2015 is not known. We just received budget materials to prepare the 2014 program budget.

### **Prenatal Care Coordination**

Caseload is static but visits are up from 2013 to 592 compared to 503. We are attempting to convene a regional group of local health departments to work on collecting outcome measures via our electronic health record. This may involve allocating funds to support technical assistance from our software vendor to get this done.

### **Birth to 3**

We have a program review this month for Birth to 3. We are training in a new program assistant for this program (our former receptionist). We have also moved 0.2 FTE one of our Public Health Nurse's time to this program for additional staffing support due to the resignation of a casual RN in this program. Caseload is high (56 children) with many very complex families.

### **Multi-Jurisdiction Tobacco Coalition (MJC)**

We have been working on community education around other tobacco products including e-cigarettes. Our staff also provided education on e-cigs to legislators at the April 21 legislative event in New Richmond. Member counties have been assessing tobacco product placement in retail outlets in Burnett, Rusk, St. Croix and Pierce counties. We believe funding will be level in 2015 for the MJCs.

### **Well Woman Program (WWWP)**

The State is convening a workgroup to plan transition to a new model of service which may involve regionalization of this program. I have sent notice to the local medical centers about a forthcoming Request for Applications (RFA) for WWWP providers at end of year. Our clinics are interested in remaining providers for the program. The Health Department will maintain funding for the service coordination role through June, 2015.

### **Director's Update**

1. Sampson presented at the April, 2014 Wisconsin Summit on Accreditation conference in Madison. Kim Gearin, former BOH member co-presented. They addressed Polk County's process of conducting a community health needs assessment. Participant response was favorable.
2. Sampson is presenting on Polk's accreditation process at the June 13<sup>th</sup> National Network of Public Health Institutes (NNPHI) 10<sup>th</sup> Open Forum on Quality Improvement in Kansas City.
3. Sampson is representing the western region health departments in a strategic planning process for emergency healthcare coalitions. This is a new model of preparedness response combining public health and hospital efforts that is to be implemented by midyear 2015. The first meeting of this group is July 10 in Stevens Point.
4. Sampson has conducted radio interviews on West Nile Virus, Lyme Disease and electronic cigarettes. Other staff have done radio sessions on the Affordable Care Act, Family Preparedness, Brain Health and Water Safety.



*Our mission is to assist, empower, and build upon the strengths of children, youth, and adults in Polk County to achieve positive outcomes.*

GENE PHILLIPS, Director

**Monthly Report—May, 2014**

**Behavioral Health Outpatient Services**

*A primary function of Outpatient Services is to maintain people productively in the community. Monthly statistics are maintained of the provision of these services. Our 2013 baseline was established showing the following average of services per month: Psychiatric/Medication Management—313; Mental Health Outpatient—248; Substance Abuse Outpatient—195; Community Support—237.*

*The Department is sponsoring Trauma Focused Cognitive Behavioral Therapy and completed the second of three sessions. This is quite intensive and includes over 40 Mental Health professionals from all aspects of services throughout the County.*

**Behavioral Health Adult Protective Services**

*We also provide Emergency Services to protect individuals and the community. Our 2013 baseline average per month was as follows: Emergency Contacts for all ages—219; Adult Emergency Placements—11; Adult Protection Investigations—7; on-going Adult Protective Services—52.*

**Children and Family Child Protection Services**

*The Department is responsible for ensuring that any reports of children in unsafe or unhealthy conditions are investigated and action taken when appropriate. 2013 monthly statistics for these services follow: Investigations—18; on-going cases—75. An average of 81 calls per month regarding child health and safety were made to the Department (included in the emergency contact for all ages listed above.) The 75 on-going cases included 23 in Foster Care.*

*Due to increased state funding, the process was begun to remove all children from the waiting list for Children's Waiver Services, which provides home support to families with a child with significant special needs.*

**Children and Family Juvenile Justice Services**

*The Department provides services and support to families and juveniles, while focusing also upon community safety. The 2013 monthly average was 10 intakes per month; and 64 on-going cases, of which 8 required Intensive Supervision.*

**Economic Support Services**

*The data for 2013 monthly averages for Economic Support Services did not yet reflect the impact of the Affordable Care Act. Service averages per month are as follows: Food Share—5,209; Medical Assistance—8,220; Child Care support—131; Energy Assistance—1,472. Energy Assistance was tremendously effective in helping people this year due to the bad winter and high fuel prices.*

**General Operations**

*Operations staff completed work with the County Finance Department in the annual audit. Staff has been quite busy adjusting to State changes in reporting and accountability. It appears that more direct services funding may be available as the year progresses, but this is still to be determined.*

**POLK COUNTY HUMAN SERVICES MONTHLY STATISTICS**

Jan. 2013	Feb. 2013	Mar. 2013	April 2013	May 2013	June 2013	July 2013	Aug. 2013	Sep. 2013	Oct. 2013	Nov. 2013	Dec. 2013	Average 2013	Average 2012	Average 2011
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**CLIENT COUNT**

Psychiatry/Medication Management	313	299	293	280	279	281	284	332	370	338	329	325	310	318	313
Mental Health Outpatient	126	134	138	138	140	152	150	133	137	137	130	130	137	181	248
AODA (Alcohol & Other Drug Abuse) Outpatient	144	138	137	137	124	102	102	89	94	94	90	202	121	144	195

OWI (Operating While Intoxicated) Assessments	13	10	11	34	22	15	20	15	14	23	14	9	17	19	20
Drug Court Enrollees												9			
Drug Court Completed	0	1	0	0	0	0	0	0	1	0	0	1	0	1	4

Community Support	21	21	17	17	19	17	17	17	17	17	18	17	18	27	35
Case Management	176	165	163	171	157	152	144	144	129	130	145	135	151	183	202

APS (Adult Protective Services) Investigations	7	8	8	6	9	3	5	5	8	2	7	8	6	8	7
APS (Adult Protective Services) Ongoing	35	37	34	35	38	37	38	38	27	28	28	28	34	38	52

Juvenile Intakes	16	16	15	16	24	17	8	11	19	16	4	12	15	12	10
Juvenile On-going	48	48	48	51	52	53	50	51	53	52	48	50	50	57	58
Intensive Supervision	10	9	9	8	8	9	7	8	7	8	9	8	8	8	8

Child Protection Investigations	26	17	21	18	25	14	21	14	4	14	19	12	17	18	18
Child Protection On-going	55	64	65	68	76	78	84	82	74	73	72	68	72	58	75

Children's Waiver/FSP Caseload	47	45	42	40	39	38	38	38	38	36	36	40	40	44	45
Children's Waiver/FSP Waitlist	39	39	39	44	45	46	46	46	46	47	45	46	44	40	

Food Share Recipients	5,295	5,267	5,316	5,377	5,379	5,257	5,185	5,161	5,169	5,131	4,995	4,979	5,209	5,323	4,999
Medical Assistance	8,184	8,238	8,291	8,293	8,310	8,254	8,291	8,207	8,137	8,110	8,100	N/A	8,220	8,456	8,629
Child Care	136	129	136	139	133	133	125	124	128	123	132	129	131	143	143
WHEAP (WI Heating & Energy Assist. Pro.)	1,691	1,844	1,800	1,968	2,053	2,055	2,065	239	371	886	1,208	1,385	1,472	1,751	2,011

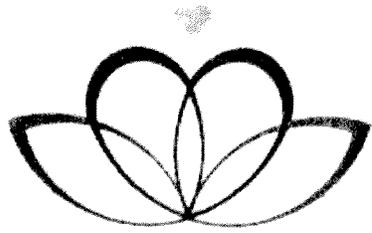
(New Season)

**PLACEMENTS**

Emergency Detentions	11	10	10	7	14	9	13	5	10	10	9	3	9	10	11
Adult Placements	29	22	25	22	19	18	20	17	21	17	18	17	20	26	
Juvenile Residential Care	11	8	7	7	9	9	10	9	8	6	6	6	8	11	5
Child Foster Care	17	19	18	18	18	19	23	25	23	24	26	30	22	26	23

**CONTACTS**

Emergency Service Contacts	144	149	109	179	176	108	159	116	120	164	114	119	138	133	117
Access Calls-APS (Adult Protective Services)	26	18	15	28	20	16	23	21	22	16	22	17	20	25	21
Access Calls-CPS (Child Protection Services)	87	70	75	85	85	80	84	58	67	75	66	81	76	88	81



## GOLDEN AGE MANOR

### Monthly Report, May 2014

#### **Long Term Care / Overall Nursing Facility**

##### Current

- 91% occupancy rate of 97 skilled nursing care beds.
- Draft financial statements received for year end 2013 showing positive outcomes for Golden Age Manor.
- Medicaid cost report auditor on-site, identifying no problems with our 2013 submission. Medicare cost report was submitted to the state.
- Person centered care initiative has begun to be implemented. Continental Breakfast option now available for all residents from 7-9 am. Resident's are encouraged to sleep in if they prefer. So far this has went over very well with positive feedback from residents.
- East wing roofing project bid received, plan to begin late summer/early fall of 2014. This will complete the second phase of this three phase project.

##### Upcoming

- Salad Bar will be offered to residents for noon meal per the request of resident council. (July)

#### **Short Term Rehabilitation- Medicare Part A**

##### Current

- 202 days of Medicare Part A or Medicare Advantage Plan residents, averaging 6.52 residents per day.

#### **Dementia Care**

##### Current

- 100% occupancy of Judy's Cottage 17 bed secured dementia care neighborhood.



## MINUTES

### Health and Human Services Board

Government Center Public Health Conference Room A & B  
Balsam Lake, WI 54810  
10:00 Tuesday June 10, 2014

**Meeting called to order by Committee Chair, Pat Schmidt.**

#### Members present

Attendee Name	Title	Status
Pat Schmidt	Supervisor	Present
John Bonneprise	Supervisor	Present
Dean Johansen	Supervisor	Absent - excused
Marvin Caspersen	Supervisor	Present
Joe Demulling	Supervisor	Present

Other members in attendance: Dr. Arne Lagus, Dr. Dave Markert, Bill Alleva & Erica Kamish  
Also Present Carole Wondra, Dana Frey, Jeff Fuge, Gene Phillips, Gretchen Sampson, Kay Confer,  
Bonnie Leonard, Dana Reese and Rick Gates

**Approval of Agenda-** Chair called for a motion to approve agenda. Motion (Caspersen/Demulling) to approve agenda. Motion carried without negative vote.

**Approval of Minutes-** Chair called for a motion to approve the minutes of the May 13, 2014 Health and Human Services Board. Motion (Caspersen/Demulling) to approve the minutes. Motion carried without negative vote.

**Public Comment** – None offered

#### New Business

Administrator Frey addressed the use of monthly reports and presented the members with a handout regarding questions on Golden Age Manor.

Corporation Counsel, Jeff Fuge addressed Resolution 19-14, Resolution Regarding the Implementation of a 161 Agreement between Polk County and the St. Croix Chippewa Indians of Wisconsin. Gene Phillips and Kay Confer also answered questions as they pertained to the resolution. Motion (Markert/Alleva) to recommend the resolution to the full county board for approval. Motion carried without negative vote.

Corporation Counsel, Jeff Fuge addressed the process for development of revisions as they pertain to Policy 10. Members were presented with a handout outlining the standing committee's functions and responsibilities. Work to begin at the July meeting.

**Overview of Programs -** Department heads were in attendance to give brief overviews of the programs administered by their departments. They included: Dana Reese, Administrator for GAM; Gene Phillips,

Human Services Director & Kay Confer Department Supervisor; Gretchen Sampson, Public Health Director; and Rick Gates, Veteran Services Officer.

Motion (Bonneprise/Demulling) to request Health Director Sampson to bring a resolution to the next meeting to include E-Cigarettes under the Wisconsin Smoke Free Law. Motion carried without negative vote.

**Future Agenda Items** – Resolution on E-Cigarettes, Work on Policy 10, Tour GAM facility following business meeting at 10:00 a.m. July 8, 2014.

**Adjourn** - Motion (Bonneprise/Markert) to adjourn. Meeting adjourned 12:25 p.m.