



POLK COUNTY, WISCONSIN

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AGENDA AND NOTICE OF MEETING

BOARD OF HEALTH AND HUMAN SERVICES

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810

Conference Room A&B

Tuesday, June 14, 2016 at 10:00 a.m.

A quorum of the County Board may be present

Materials: Minutes from May 10, 2016 meeting
Key issues from May 10, 2016 meeting
Draft work plan outline

		<i>Community Services Division</i>
9:00 – 10:00	<i>New Board member orientation</i>	
10:00	1. Call to order	
	A. Approval of agenda	
	B. Approval of minutes for May 10, 2016	
10:05	2. Public comment (3 minutes)	
	3. Announcements and committee information	
10:10	A. Committee responsibilities (continued)	Dana Frey
	B. Consideration of upcoming issues and work plan development	Tim Anderson
	C. Introduction of new Business and Operations Manager, Tonya Eichel, and reorganization update	Gretchen Sampson
	D. Behavioral Health Department recertification results	Gretchen Sampson
	E. Golden Age Manor staffing issues and organizational changes	Dana Reese
	4. Discussion items	
11:00	A. 2015 Golden Age Manor Audit	Dana Reese
11:20	5. Action items	
	A. Final draft policy statement on marijuana	Gretchen Sampson
	B. Finalization of 2016 work plan	Committee
11:50	6. Monthly committee reports	Dana Frey
11:55	7. Additional items for future agendas	
12:00	8. 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, County Board Room
 Balsam Lake, WI 54810
 10:00 a.m. Tuesday, May 10th, 2016

Meeting called to order by Vice Chair Craig Moriak @ 10:00 AM.
 Members present

Attendee Name	Title	Status
John Bonneprise	Chair	Present
Joe Demulling	Vice Chair	Present
Jim Edgell	Supervisor	Present
Doug Route	Supervisor	Present
Mike Prichard	Supervisor	Present
William Alleva	Citizen	Present
Dr. David Markert	Citizen	Present
Pamela DeShaw	Citizen	Present
Dr. Arne Lagus	Citizen	Absent

Also present Tammy Peterson, Executive Secretary, Dana Frey, County Administrator, Wendy Bauman, Public Health Director/Health Officer, Gretchen Sampson, Director of Public Health, Bonnie Leonard, Public Health Supervisor, Andrea Jerrick, Director of Employee Relations and Tim Anderson, County Planner

Approval of Agenda- Vice Chair Moriak called for a motion to approve agenda. **Motion** (Bonneprise/ DeShaw) to approve agenda. Motion carried by unanimous voice vote.

Approval of Minutes- Vice Chair Moriak called for a motion to approve the minutes of the April 12th, 2016 meeting. **Motion** (Alleva/ Markert) to approve the minutes. Motion carried by unanimous voice vote.

Public Comment - None

Old Business

Director Sampson provided handout and discussed the policy statement on marijuana.

Gretchen provided monthly report and gave an update on the restructuring of department.

New Business

Motion (Edgell/ Route) to elect Supervisor John Bonneprise to Chair of the committee. **Motion** (Edgell/Markert) to close election. Motion carried by unanimous vote.

Motion (Bonneprise/ Alleva) to elect Supervisor Joe Demulling to Vice Chair of the committee. Motion carried by unanimous vote.

Motion (Edgell/ Markert) to have regular meetings on the 2nd Tuesday at 10:00AM monthly. Motion carried by unanimous vote.

Ms. Sampson introduced the new Public Health Officer Wendy Bauman. Ms. Bauman shared with the committee her prior background.

Administrator Frey presented a PowerPoint and spoke on committee calendar and committee responsibilities.

Mr. Frey also discussed the functional map of committee responsibilities and financial reports.

County Planner Anderson provided a presentation and spoke on future reports and timetables. Mr. Anderson requested topics on what the committee feels most important to discuss at future meetings. Topics were many such as:

- Mental Health
- Transportation
- Public Protection
- Big Box Stores versus Downtown Revitalization
- Senior Citizens and Veterans
- Recreation
- Educational Opportunities
- Substance abuse problems/issues
- Marketing and promotion of the county

Director Sampson will have orientation for new board members on June 14th from 9:00-10:00AM.

Future Agenda Items – Next meeting June 14th, 2016 @ 10:00

Motion (Alleva/ Demulling) to adjourn. Meeting adjourned 11:59 a.m.

BOARD OF HEALTH AND HUMAN SERVICES

2016 WORK PLAN

Date	Scheduled Agenda Items	Program Evaluation, Education and Upcoming Issues	Recognitions or Announcements
May	<ul style="list-style-type: none"> • Elect officers 		
June	<ul style="list-style-type: none"> • Finalize 2016 work plan • Golden Age Manor audit 		
July	<ul style="list-style-type: none"> • Annual reports • Accreditation update 	<ul style="list-style-type: none"> • Community Health Needs Assessment 	
August	<ul style="list-style-type: none"> • Review and recommendations on fee schedule • Division strategic plan review 	<ul style="list-style-type: none"> • Success by Six Program 	<ul style="list-style-type: none"> • Report from July legislative event
September	<ul style="list-style-type: none"> • Annual budget overview • Board SWOT analysis for strategic planning 		<ul style="list-style-type: none"> • Report from regional Board of Health training
October	<ul style="list-style-type: none"> • Annual budget amendment recommendations 		
November			<ul style="list-style-type: none"> • Report from October legislative event
December	<ul style="list-style-type: none"> • Develop 2017 work plan • Board evaluation 	<ul style="list-style-type: none"> • Presentation of 2017-2020 strategic plan 	

Polk County Community Services Division

Monthly Board of Health and Human Services Update

June 8, 2016

Division Wide Activities

1. All Departments are working on creating and/or updating their strategic plans. We have established new vision, mission and core value statements. These still may have some minor tweaking but currently look like this:

Department of Children and Families:

Vision: A Safe and Healthy Community

Mission: To Promote the Well-Being of Individuals and Families in Polk County

Core Values: Respect, Empowerment, Dignity, Professionalism

Behavioral Health Department:

Vision: All Citizens Achieve Hope, Recovery and Wellness

Mission: To educate and empower Polk county residents to improve their lives through the provision of high quality substance abuse and mental health services

Core Values: **Respect, Client Centered, Empowerment, Accountability**

Health Department: Still in process of evaluating current statements/core values.

2. **Budget** – We have developed preliminary 2016 budgets for Behavioral Health and DCF programs. Previously, all funds were channeled into one budget account. We have now split out accounts by funding streams and hope to align much more accurately with the county general ledger.
3. **Personnel** – We have hired Tonya Eichelt as our new Business and Operations Manager. She currently works at the ADRC and will start with Community Services on June 20. Pat Kirkwood will be involved in some of the training before she officially retires.

Items of Interest from the Polk County Health Department

1. **Reproductive Health (RHS):** working on preparation for Get Yourself Tested, the campaign for sexually transmitted infection prevention, testing, and treatment. RHS is also working with general public health nursing to assess our patient populations for the Human Papilloma Virus (HPV) vaccination. For young people under age 18, RHS staff will be educating and encouraging those young people to talk with parents about getting vaccinated. For the adult population age 19 to 26, RHS staff will be educating and also offering vaccine to persons who meet the vaccine eligibility guidelines. Part of the initial and annual assessment includes a look at vaccine histories.
2. **Correctional Health:** We are working with Kristin Boland from Behavioral Health and Mike Rust from ABC for Health on a BJA/SAMHSA grant for improved drug court services and CIT training for patrol and jail staff.
3. **Western Wisconsin Public Health Readiness Consortium (WWPHRC)** – We have received a 7% reduction of funding for the Budget Period 5 cycle. Our 2015-16 member agencies are Barron, Chippewa, Douglas, Eau Claire, Pierce, Polk, Pepin, Rusk, St. Croix Tribe, and Washburn counties. For the 2016-17 year, Washburn has withdrawn and Burnett County has rejoined so our number of member agencies will stay the same. Capabilities focused on in the upcoming grant year will be Medical surge, Volunteer Management and Mass Care. The Health Department continues as fiscal agent for WWPHRC, the Northwest Wisconsin Healthcare Coalition (NWWIHCC) and the Northwest Regional Trauma group (RTAC).
4. **Communicable Disease:** We are seeing increased numbers of tickborne illness, particularly Anaplasmosis.
5. **Well Woman Program:** We are having a fiscal call with the State Division of Public Health about the 2016-17 Well Woman Program funding on June 23rd.
6. **Accreditation:** We are beginning to prepare our annual accreditation annual report.

Items of Interest from Behavioral Health Department

1. We have received our letter from the Division of Quality Assurance outlining the results of our recent recertification visit. This was our best review yet! The CSP team had ZERO deficiencies. The clinic had two very minor deficiencies: the first involved some confusion about the tracking of training hours for Mobile Crisis staff, this is being resolved with our Emergency Services Coordinator and Northwest Connections. The second involved some training issues with our clients' rights specialist. We have a new clients' rights specialist who has just completed DHS online training and will be onsite for training this week..
2. We are updating our drug testing policy as we are now contracting with Burlington labs for these services. They are employing our contract lab techs to do the observed testing. The lab is doing the entire client billing.
3. Roberta Carlson, therapist, did a great job promoting Mental Health Awareness Month in May with submission of news articles to the media and educational materials to staff within the Division.
4. We had an onsite/webex demonstration of an electronic health record from Epitomax that we are very excited about. We have asked for a draft purchase agreement to start moving the purchase process forward.

Items of Interest from Department of Children and Families

1. We currently have 50 children in placement as of April. Fifteen percent of those children are tribal affiliated.
2. Juvenile Justice is working on submitting our annual Community Intervention Program (CIP) grant (\$7000). The focus is on intensive supervision of juveniles.
3. Staff is evaluating best practices in child welfare drug testing in order to update our policy.
4. The spring session of Trauma Informed Parenting is wrapping up. Feedback from the participants has been very positive.
5. Brook Whitely and the DA have concluded their visits to all Polk County school districts to talk about abusive messaging. They have requests to return to the schools in the fall to outreach to younger children and parents.

Items of Interest from Economic Support

1. **Great Rivers Consortium:**
 - Call Center – 14,229 calls offered in May; 14,827 calls offered in April; 14,938 calls offered in March.
 - Answer rate between these three months averaged 94.50% with an average speed of answer of 2.81 minutes. These months met the State performance standards.
 - Challenge continues to be maintaining agents in the call center due to vacancies and absences.
 - Effective July 1, customers will be able to complete applications in the call center.
2. **Polk County Economic Support Team:**
 - Kristen Burstad started with the team May 9 as an Economic Support Specialist.
 - Julie Pedersen has resigned as the Economic Support program assistant and we are awaiting filling of this position.
3. **Economic Support specific programs:**
 - **WHEAP (Energy Assistance Program)**
 - Regular season ended May 13, 2016
 - 1,764 applications received. 1,603 applications approved.
 - Average heat benefit of \$293; average PB benefit (electric) of \$202.
 - Due to milder winter, number of applications received down from 2015-2016 heat season
 - **Summer initiative programs:**
 - Welcome Home Veteran's Pilot (assist homeless veterans with first month's rent and utilities)
 - Summer Fill Program (assist customers with propane and fuel oil as primary heat source)
4. **Child Care:**

- Polk County was one of 26 counties to receive a Certificate of Excellence from DCF for meeting all performance standards in the administration of the Wisconsin Shares child care subsidy program for 2015.
- We continue to have a low number of certified/licensed providers in Polk County putting consumers at a disadvantage in finding safe and quality care.

5. Medicaid:

- Polk County had 7,940 recipients on Medicaid in April, 7,939 in March, and 7,916 in February. These numbers have remained consistent over the past couple years.

6. Food Share:

- Over the past three months, the Polk County caseload has averaged 1,976. Average number of recipients 4,144. Average monthly benefits issued during these months for Polk County cases was \$395,726.
- Effective July 1, customers will now be charged \$2.70 for each replacement card requested due to lost and/or stolen QUEST cards.

7. FSET (Food Share Employment & Training) Program:

- Number of customers referred to Workforce Resource for participation due to Food Share rules:
 - March - 34
 - April – 28
 - May – 29
- Number of disenrollments (loss of benefits due to no longer eligible for Food Share as received three months of Food Share in 36 months):
 - March – 12
 - April – 11
 - May - 4

8. Health Care/FoodShare/CTS (Caretaker Supplement):

- Polk County processed the following number of applications with a timely processing rate of:
 - March – 316 applications – 98.73%
 - April - 341 applications – 97.95%
 - May – 294 applications – 98.73%
 - Number of applications was higher in March and April due to the open enrollment period for the Affordable Health Care applications.



MINUTES

Health and Human Services Board

Government Center, Conf. Room A&B

Balsam Lake, WI 54810

10:00 a.m. Tuesday, June 14th, 2016

Meeting called to order by Chair Bonneprise @ 10:00 a.m.

Members present

Attendee Name	Title	Status
John Bonneprise	Chair	Present
Joe Demulling	Vice Chair	Present
Jim Edgell	Supervisor	Present
Doug Route	Supervisor	Present
Mike Prichard	Supervisor	Present
William Alleva	Citizen	Present
Dr. David Markert	Citizen	Present
Pamela DeShaw	Citizen	Absent
Dr. Arne Lagus	Citizen	Present

Also present Tammy Peterson, Executive Secretary, Dana Frey, County Administrator, Wendy Bauman, Public Health Director/Health Officer, Gretchen Sampson, Director of Public Health, Andrea Jerrick, Director of Employee Relations and Tim Anderson, County Planner

Approval of Agenda- Chair Bonneprise called for a motion to approve agenda. **Motion** (Edgell/ Markert) to approve agenda. Motion carried by unanimous voice vote.

Approval of Minutes- Chair Bonneprise called for a motion to approve the minutes of the May 10th, 2016 meeting. **Motion** (Demulling/ Alleva) to approve the minutes. Motion carried by unanimous voice vote.

Public Comment - None

Old Business

Director Sampson provided handout and discussed the policy statement on marijuana. **Motion** (Alleva/ Demulling) to move to County Board for affirmation. Motion carried by unanimous voice vote.

New Business

Mr. Frey provided a PowerPoint and continued the discussion on committee responsibilities and financial reports.

Tim Anderson discussed with the committee the upcoming issues and moving forward to develop a work plan.

Director Sampson announced new Business and Operations Manager, Tonya Eichelt and gave an update on the department reorganization.

Ms. Sampson also spoke on the Behavioral Health Department recertification results.

Dana Reese discussed the Golden Age Manor staffing issues and the organizational changes. Dana also provided handout on the long term care workforce crisis.

Ms. Reese spoke on the 2015 Golden Age Manor Audit.

Mr. Frey spoke on the monthly committee reports.

The committee will continue to work on the 2016 finalization work plan.

Future Agenda Items – Next meeting July 12th, 2016 @ 10:00 a.m. Suicide prevention.

Motion (Edgell/ Markert) to adjourn. Meeting adjourned 11:44 a.m.