

**GREEN LAKE COUNTY
DEPARTMENT OF HEALTH & HUMAN SERVICES**

HEALTH & HUMAN SERVICES

571 County Road A

PO Box 588

Green Lake WI 54941-0588

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FOX RIVER INDUSTRIES

222 Leffert St.

PO Box 69

Berlin WI 54923-0069

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Post Date: 4/19/16

The following documents are included in the packet for the Department of Health & Human Services Board to be held on Tuesday, March 8, 2016

- Amended Agenda for March 8, 2016 meeting
- Draft DHHS Minutes – February 9, 2016
- Behavioral Health Report February 2016
- Children & Family Services February Report
- Health Unit Report – February 2016
- Environmental Health Report – February 2016



GREEN LAKE COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES

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Health & Human Services Committee Meeting Notice

Date: March 8, 2016 Time 5:00 PM

Fox River Industries

222 Leffert St, Berlin WI

*AMENDED AGENDA

Committee Members

*Joe Gonyo,
Chairman
Nick Toney, Vice-
Chair
Brian Floeter
John Gende
Jack Meyers
Candace Smith
Richard Trochinski
Nolan Wallenfang*

Joy Waterbury, Secretary

Kindly arrange to be present, if
unable to do so, please notify our
office. Sincerely, Karen Davis,
Administrative Assistant

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 2/9/16
6. Signing of Vouchers
Vouchers
7. Appearances:
8. Public Comment (3 minutes):
9. Correspondence:
10. Veteran's Service Office Report
11. Advisory Committee Reports
 - Aging Advisory Committee – (Trochinski)
Meeting – March 16, 2016 Green Lake
County DHHS
 - Health Advisory Committee Report- April 13, 2016
 - Family Resource Council – March 7, 2016 (Trochinski)
 - Transportation Coordinating Committee – April 13,
2016 (Trochinski)
 - ADVOCAP/Headstart Report (Gonyo)
 - ADRC Coordinating Committee – February 11, 2016 -
Marquette Co. (Vacant/Waterbury)
12. Unit Reports
 - Administrative Unit
 - Audit of Health & Human Services Billing and
Accounting progress to date/Schenck
 - Aging/Long Term Care Unit
 - Behavioral Health Unit
 - Children & Family Services Unit
 - Economic Support Unit
 - Discuss and act on 2012 Resolution
regarding Economic Support Worker
 - Fox River Industries
 - Bathroom Remodeling Update/Bid
 - Health Unit

(Continued on next page)

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.



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13. Policies/Procedures Update
14. Purchases
15. Health & Human Services Budget 2016
16. Committee Discussion
 - Administrative Committee Report
 - Finance
 - Personnel
 - Vacant Positions Review
 - Property & Insurance
 - IT Committee Report
 - Facilities & Security Committee Report
 - The Board May Confer With Legal Counsel
 - Future DHHS Meeting Date (April 12, 2016 at 5:00 p.m.) and other Sub-Committees
 - Future Agenda items for action & discussion
17. *Closed Session Wis. Stat § 19.85(1)(c) to considering employment, compensation or performance evaluation data of specific public employee over which the governmental body has jurisdiction or exercises responsibility. The closed session is regarding compensation of a Health & Human Services Director
18. *Reconvene to open session to take action, if appropriate, on matters discussed in closed session.
19. Adjourn

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT FOX RIVER INDUSTRIES, 222 LEFFERT ST, BERLIN, WI 54941 ON TUESDAY, MARCH 8, 2016 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman
Nick Toney, Vice Chairman
Richard Trochinski, Member
John Gende, Member
Joy Waterbury, Secretary
Candace Smith, Member
Brian Floeter, Member
Jack Meyers, Member

EXCUSED: Nolan Wallenfang, Member

OTHERS PRESENT: Linda Van Ness, Director
Jon Vandeyacht, Veteran's Service Officer
Dawn Klockow, Corporation Counsel
Ed Schuh, Unit Manager

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 5:00 p.m. by Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Meyers/Floeter) to approve the amended agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Trochinski/Waterbury) to approve the minutes of the 2/9/16 Health & Human Services Board meeting. All ayes. Motion carried.

Signing of Vouchers: Gonyo entertained a motion to approve the vouchers for the February 2016 expenses and Veteran's Service vouchers. Motion/second (Trochinski/Meyers) to approve the February 2016 expenses and Veteran's Service vouchers. All ayes. Motion carried.

Appearances: None.

Public Comment (3 minutes): None.

Correspondence: None.

Veteran's Service Office Report: Vandeyacht reported regarding Veterans Service Office activities.

Advisory Committee Reports: Aging: The meeting will be held on March 16, 2016 at the Green Lake County Government Center.

Health Advisory Committee: The next meeting will be held on April 13, 2016.

Family Resource Council: Trochinski updated members on the meeting which was held on March 7, 2016.

Transportation Coordinating Committee: The next meeting will be held on April 13, 2016.

Advocap/Headstart Report: No report.

ADRC Coordinating Committee Report: The meeting was held on February 11, 2016 at 1:00 p.m. in Marquette County. Waterbury updated members about her recent ADRC tours.

Unit Reports: Administrative: Audit of Health & Human Services Billing and Accounting progress to date/Schenck: Van Ness updated Committee members regarding progress with the AVATAR system and the billing process. Discussion followed. Motion/second (Waterbury/Gende) to authorize legal action to fix the AVATAR issues as necessary. All ayes. Motion carried.

Van Ness reported that Teresa Murkley was offered the position of Receptionist/Data Entry Specialist and her tentative start date is March 28, 2016.

Aging/Long Term Care: Van Ness directed Committee members to the attached report.

Behavioral Health Unit: Van Ness directed Committee members to the attached report.

Children & Families Unit: Van Ness directed Committee members to the attached report and updated members on policy updates.

Economic Support Services: Discuss and act on 2012 Resolution regarding Economic Support Worker: Postponed until next meeting.

Fox River Industries: Bathroom Remodeling Update/Bid: Postponed until separate meeting to be held on Tuesday March 22 at 5:30 p.m. at Fox River Industries.

Health: Current Health Abatements: None.

The February Health and Environmental Health Reports were presented. (See attached.)

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget 2016: Van Ness updated members on the new account numbers and improvements being made to the accounting process.

Committee Discussion: Administrative Committee Report: Meyers updated members on the progress being made with regard to the County Administrator position. Next meeting is 3/24/16.

Finance: Next meeting 3/31/16.

Personnel: Vacant Position(s) Review: Van Ness updated members that there is still a Clinical Services position open.

Property & Insurance: Trochinski reported on the FRI treadmill request (approved) and the FRI use of Green Lake County Highway Scales (approved).

IT Committee: None.

Facilities & Security Committee Report: None.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, April 12, 2016 at 5:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion: Chair Gonyo requested a special meeting to discuss FRI facilities to be held on Tuesday March 22, 2016 at 5:30 p.m. at Fox River Industries.

Closed Session Wis. Stat § 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session is regarding compensation of a Health & Human Services Director: Motion/second (Trochinski/Toney) to adjourn to closed session. Roll call vote. Trochinski-aye; Toney-aye; Meyers-aye; Gende-aye; Waterbury-aye; Smith-aye; Floeter-aye; Gonyo-aye. All ayes. Motion carried.

Return to Open Session for Decision: Motion/second (Meyers/Toney) to adjourn closed session and return to open session. Roll call vote. Trochinski-aye; Toney-aye; Meyers-aye; Gende-aye; Waterbury-aye; Smith-aye; Floeter-aye; Gonyo-aye. All ayes. Motion carried.

Motion/second (Waterbury/Floeter) for the Health & Human Services Director Van Ness to receive 4 weeks of vacation. All ayes. Motion carried.

Adjournment: Chair Gonyo adjourned the meeting at 6:06 p.m.

BEHAVIORAL HEALTH UNIT – 2016

February 2016,

(6) Emergency Detentions were done.

Fond du Lac County – DCP – \$ 0.00

Three () clients are in **Community Based Residential Facilities:**

Brotoloc North - \$5763.75

Our House I, II, III LLC - Total \$ 4605.05

Friends of Women in Recovery Beacon House – \$ - \$2.799.00

IMD

Trempeleau County Health Care Card \$9,712.71 , \$324.54 Medication

Contractual Services – **CCS/CLTS:**

White Pines Consulting -\$6220.00 Adams County Regional County CCS Activities -759.89

Steve Shekels –

KD therapy Services – (Katie Douglas) \$ 3,648.7 – Comprehensive Community Services (CCS) service assessments, planning, supervision and facilitation for 8 clients.

Wellhoefer Counseling - (0) – CCS training; 974.5 – CCS Supervision; \$1155.8 – CCS services for client.

Contractual Services – **Jail Recidivism:**

Community Options Inc - \$14,834.00

Contractual Services – **Psychiatric/Psychological:**

Kent M Berney, PhD -

Dr. Maria Luisa Baldomero - @ \$ 154.74/hr; \$2321.10

L & R Physician Services: I & R Physician Services LLC Gail Tausch MD (e-psychiatry) \$7,200.00 ; Laurens Young (e-psychiatry) \$6930.00

Court ordered evaluations:

Associates in Psychiatry /Robert Rawski MD. \$835.00 : Travel 3.0 hrs @ \$80/hr =\$240.00, Evaluation 4.25hrs @\$ 140.00/hr = \$595.00

EduCare’s Family Child and Adolescent Clinic Robert Schedgick PhD. @130.00/hr = \$500.00

Tracy Luchetta PhD. Evaluation, review of records & report \$500.00 travel \$50.00 =\$550.00

CHILDREN & FAMILY SERVICES UNIT –February, 2016

Out-of-Home Care – as of 02/29/2016

Foster Care – Level I & II (Range of costs from \$232.00 to 2000.00)

A total of eight (8) children were in local foster care. All were in level II homes. One child was subject to TPR. The month ended with (7) seven children in foster care.

Two (2) children were discharged from foster care during the month of June. They began participation in the Post Reunification Program. They remain in service. The agency is reimbursed \$1100.00/month per child for services received through this program.

Treatment Foster Care – Two (2) youth were placed in Treatment Foster Care through Family Works, Inc. Monthly Cost of case is \$1500.00. The Administrative Rate is \$6 /day for 2016. One youth is placed with Rawhide's Treatment Foster Care program.

Court-ordered Relative Care (\$232.00 month per child)

Two (2) children are in relative care.

Subsidized Guardianship – (\$225.00 month per child) – One (1) Court ordered relative placement was converted to a court-ordered subsidized guardianship.

Kinship Care – Voluntary (\$232.00 month per child)

Six (6) were in Kinship care at month's end.

Other Exceptional Costs:

Family Training Program - Parent Training & Education:

10 families in service in January , 2016 - 785.00/ month. Sixteen (16) parents participated in the program that with a total of twenty-three (23) children, in home and one (1) out-of-home.

Wellhoefer Counseling: Targeted Case Management, In Home Therapy, Comprehensive Community Services Team Facilitation:
\$3508.23 – served eight (8) families.

Progressive Parenting Solutions - Steve Shekels- Parent Training & Parent Mentoring:

Community Options Inc.- Mentoring Program/Specialized Services:
February - \$6286.06- mentoring for eleven (11) children for a total of 257.5 hours; Special SHC –651.78 ; Special RN – 507.48; Three (3) child in child care - \$268.37

Nancy Baker – In-Home Therapy: \$539.12 – Two (2) children in-home therapy.

Penny Bahn – Respite Care/Child Mentoring:
\$ –\$500.00 Respite two (2) children for the month of February, 2016

Pillar & Vine – Visitation supervision & transportation Services for children in Foster Care:
Supervision & transportation for three (3) children - \$ 3776.00 – January & February, 2016.

KD Therapy Services – Targeted Case Management, In Home Therapy, Comprehensive Community Services Team Facilitation:
\$3943.00 – Services to six (6) children.

·
Healthlink Paramedical –

Safe Harbor, CAC Inc. - \$300.00, Forensic Interviews, two children.

GL DHHS – Behavioral Health Unit - \$275.00 – Intoxicated Driver Assessment.

State Bar Association – 9 - 2016 updated Wisconsin Children’s Code & Juvenile Justice Code.

STOP - \$462.00 – GPS monitoring for open 2015 invoices.

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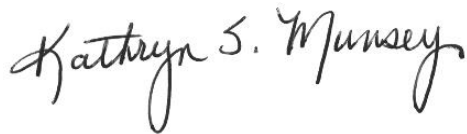
Health Unit Report

February 29, 2016

- We started evaluating our current Strategic Plan as it went from 2011 to 2016. We are using the expertise of Jay Dampier from UW-Extension to help with this process. This document is an internal review of current practices and how we can improve. We have reviewed our mission, vision and objectives and have asked the Health Advisory Board for suggestions on how to improve current programming also. We hope to have an updated version completed by June.
- The Green Lake County Wellness Coalition(GLCWC) is working on a project called the “Real Happy Hour” which is a program to bring families closer together starting with an evening meal together. It was introduced at Berlin Family Night and also at a Ripon/Berlin basketball game. We also shared it with All Saints School as their PTO wants to incorporate it into their wellness program.
- Tracy Soda attended the Tri-County Amish safety meeting and they have come up with a plan for train evacuations and other safety issues.
- We had a dental clinic this month with our dental hygienist, Carrie Knurowski. All clients showed up and the clinic is going well. They will be going to Head Start to do cleanings on site for the children there.
- The Central WI Healthcare Partnership (CWHP) met to discuss moving forward after our Health & Economic Summit which was held in August. All data has been compiled and how we want to develop a “backbone” organization that can move the issues forward to improve the health in the 6 involved counties. A planning group from the 6 counties is being established now and will meet 4 times to come up with ideas for who should lead the “backbone” group.
- I was able to attend a “Plunge” sponsored by Theda Care on adverse childhood experiences. It was a very interesting day. Theda Care wants to develop a CHAT Community Health Action Team in our county this summer and have a “Plunge” in our county next fall. They will be soliciting ideas for topics.
- Tracy Soda, Jeri Loewe, Kari Schneider and I attended a Personal Protective Equipment training at Fox Valley Technical College. Since we do the training for all other staff, it was a good training. This was actually in response to Ebola and TB cases and was very good. See attached pictures.

- Staff watched a webinar on how to access death and birth data from the Vital Records agency. This can be used for several programs for public health. Previously we had to ask the Register of Deeds for this information, now we can access it.
- I attended the Local Emergency Planning Committee meeting and we approved the new County Emergency Operations Plan. The new one specifies duties for all departments in the event of an emergency. It is much more comprehensive than the previous one. The full plan will go to county board for approval in March.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kathryn S. Munsey". The signature is written in a cursive style with a large initial 'K' and a long, sweeping tail on the 'y'.

Kathryn S. Munsey, RN
Green Lake County Health Officer



Tracy Soda, Jeri Loewe, and Kari Schnieder practice using Personal Protective Equipment that would be used for an Ebola or active TB case.



Kari Schneider charts on a patient in the room at Fox Valley Technical College in February 2016.

Environmental Health
Green Lake County
FEBRUARY 2016

Animal Bites: # of investigations – 2
Reported Animal Bites – 1 dog
Quarantines for Human Exposures – 1
Quarantines for Animal v. Animal Exposures – 0
Quarantine Violations and Enforcement Actions Taken – 0
Animals Exhibiting Positive Signs of Rabies During Quarantine – 0
Animals Exhibiting Negative Signs of Rabies During Quarantine – 1
Enforcement Actions Taken for Violations of Vaccination Requirements – 0
Animals Sacrificed for Exhibiting Symptoms of Rabies or Being Rabies Suspects-1 (skunk)

Well Water: None.

Lead: Scheduled training for April to become certified lead investigator.

Sewage: None.

Solid Waste: None.

Radon: 8 test kits distributed.

Housing: 1 call about mold in an apartment in GL. Performed site visit but only minor surface mold was present. Discussed cleaning protocol and importance of air movement during winter. Talked with apartment manager, who stated that owner is aware of issue and plans on making some outside repairs in spring.

Asbestos: None.

Food/Water Illness None.

Abandoned Bldgs: None.

Other: 1 vacation day, 1 day Performance Management and Preparedness training in Waushara, 1 day Accreditation training in Waushara, 1 day environmental health program meeting in Waushara Co.

Agent : Green Lake - 10 regular inspections and 1 pre-inspection.
Waushara County - 1 inspection
Marquette County - 5 inspections with new inspector.