

**Ashland County Health & Human Services Board Meeting
Sanborn Building – Oredock Room
February 19, 2014 4:15 p.m.**

Members Present: Norman Couture, A. Koeller (arrived 5:15), Laura Kruse, Jim Oakley, Charles Ortman, Pat Ortman

Excused: Clarence Campbell, Joan Haukaas

Unexcused: Joyce Kabasa, Gary Kabasa

Others: Linda Bailey, Terry Barningham, Jeff Beirl, Peter Herlevi, Bev Patterson, Terri Perry, Judy Putnam, Tami Tolliver, Cyndi Zach

CALL TO ORDER

The meeting was called to order by P. Ortman at 4:15 p.m.

APPROVAL OF MINUTES

A quorum was not yet present at this point in the agenda.

PUBLIC COMMENTS

None

WRITTEN DEPARTMENT REPORTS / UNIT UPDATES

T. Perry shared that public health nurse Sara Mackiewicz had given a helpful presentation re “personal preparedness” to ACHHSD (Ashland County Health & Human Services Department) earlier in the day. The board was asked whether they would like to put Sara on a future agenda to give the presentation to the board. P. Ortman suggested that the presentation handouts be posted on the Public Health Facebook page instead.

C. Zach gave a Public Health update:

- Hospitalization rates for influenza are trending downward; these rates were higher than normal in January. The age group most affected has been 18-60 years of age; most of these patients were hospitalized in ICU and on ventilators.
- Public Health is looking to continue to raise public awareness of influenza and vaccination. Part of this effort involves reaching out to more businesses for workplace vaccination clinics.
- The CDC (U.S. Centers for Disease Control and Prevention) has identified and is monitoring 4 new influenza strains circulating in the United States. None of these strains have been identified in Wisconsin to date.
- Two cases of measles have been confirmed in southern Wisconsin.
- There are currently 2 active cases of pertussis in southern Ashland County.
- The Ashland County Family Planning Program will be modeled after the same program that currently exists in Price County. One key goal of the program will be to reach out into the more rural parts of Ashland County.
- The land excavation portion of the Northern States Power Superfund site in Ashland is set to begin this summer. The lakebed excavation portion is not yet scheduled as the methodology to be utilized has not been determined.

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J. Putnam gave a Children & Families (C&F) Update:

- For the first three quarters of 2013, C&F has exceeded the Federal benchmark of 90% for face-to-face contacts with out-of-home placements of children; C&F has performed at 95-98% over this timeframe.
- A 14 year old male from Ashland County is being held for allegedly committing first degree murder in December 2013. As this person is being tried as an adult, C&F is currently not involved in this situation at all. It is possible that the defendant could be waived back into the juvenile justice system, in which case C&F would become involved.

WHEAP PROGRAM STATUS / PROPANE SHORTAGE UPDATES

T. Tolliver updated the board:

- The WHEAP fiscal year to date (10/1/13 – 2/19/14) statistics were reviewed via a handout. Fifty Ashland County households have been granted crisis assistance funds; most of these situations have been due to the propane shortage.
- To date, the state has made two increases to the original amount of the Ashland County crisis funds available. There will be no further increases to this amount and there will be no supplemental payment this spring as there has been for the previous few years.
- Local propane prices peaked at between \$3.75 and \$6.99 per gallon, depending on the provider.
- The per-household crisis assistance cap was raised to \$1,200. To date no exceptions have had to have been made to this cap. Average assistance required has been \$772.
- Although the income limit has been raised for the program, Ashland County does still have some Keep Wisconsin Warm funds available.
- No one from Ashland County has been displaced from their home during this propane shortage.

ECONOMIC SUPPORT CONSORTIUM UPDATES

T. Perry reported that several thousand Patient Protection and Affordable Care Act (PPACA) insurance applications arrived recently from the Federally Facilitated Marketplace (FFM) to be processed by the Northern Income Maintenance Consortium. Processing these applications requires much training and time, and deadlines are tight. As a result, the consortium call center will be closed on Tuesday and Thursday mornings to allow workers to train, read operations memos and process applications. A brief review of the consortium's 2014 budget reveals that Ashland County has utilized PPACA funding to hire the most workers of any county in the consortium, which is a positive for employment in Ashland County.

2013 EXPENDITURES BY UNIT THROUGH DECEMBER

P. Herlevi gave a brief high level overview of projected final spending vs budget for 2013 – final numbers will be available at the April board meeting:

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- Public Health and Children & Families should finish 2013 below budget.
 - C. Zach added that the Birth to Three program will be under budget for 2013 but that already in 2014 three newborns (2 born with addictions) have entered the program.
 - J. Putnam added that Children & Families generated approximately \$52,000 in Medicaid revenue from targeted case management services in 2013.
- Adult Services and Economic Support will likely finish 2013 slightly over budget.
- Child Support should finish at or below budget. L. Kruse asked how much money is actually collected by Child Support. B. Patterson answered that it is approximately \$7-8 for each dollar spent. B. Patterson will have an updated figure for a future board meeting.
- Overall, ACHHSD should finish 2013 below budget.

PUBLIC HEALTH ACCREDITATION PROGRESS / CHIP UPDATES

C. Zach reported that the accreditation process continues to move forward and that most requirements, including a strategic plan and a quality improvement program have been implemented. A goal of the quality improvement program is to implement performance management processes for each Public Health program in 2014.

The CHIP program continues to be very community driven and is going very well in partnership with Bayfield County and Memorial Medical Center. The focus of the program is to decrease the excessive use of alcohol in Ashland and Bayfield counties. The program motto has been revised from “One Less” to “One Less Day With Alcohol.” Memorial Medical Center is moving the CHIP media campaign forward.

APPROVAL OF MINUTES

A. Koeller arrived at 5:15; a quorum was present. The minutes of the November 2013 Board Meeting were reviewed.

<p>L. Kruse made a motion to approve the November 2013 minutes. Seconded by A. Koeller. Motion carried.</p>
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ENVIRONMENTAL HEALTH – NONPAYMENT CONCERNS / SPECIAL TAX

- C. Zach reported on nonpayment of license fees in Ashland County:
- Currently six facilities are operating without a license due to nonpayment.
 - Wisconsin state statute indicates that businesses will not operate without an appropriate license; it is the responsibility of Public Health to ensure that this statute is being followed.
 - One option that has been considered is adding the overdue license fees and penalties to the property tax bills of the facilities. Due to a number of logistical difficulties with this approach in addition to the fact that some facilities don't own property in Ashland County, this option is not being pursued.

PUBLIC HEALTH POLICIES – OPERATING WITHOUT A LICENSE / SHARPS

C. Zach presented two policy proposals from the board packet for discussion and approval:

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- Operating Without a License/Permit Policy
 - This policy is intended to address the issue of nonpayment of license fees in Ashland County and is based on state statute.
 - C. Zach requested that the policy proposal be amended to become effective April 1, 2014 so as to provide her with the opportunity to send letters to the facilities currently operating without a license.

L. Kruse made a motion to approve the Operating Without a License/Permit Policy with the amendment that it goes into effect as of April 1, 2014. Seconded by A. Koeller. Motion carried.

- Sharps Collection/Disposal Stations Policy
 - This policy is intended to provide an inexpensive and convenient method through which Ashland County residents can safely dispose of sharps.
 - Currently, Huhn Rx Drug is the only place in the county where people can dispose of sharps; this is not a convenient option for all county residents.

L. Kruse made a motion to approve the Sharps Collection/Disposal Stations Policy. Seconded by A. Koeller. Motion carried.

BOARD MEMBER RECRUITMENT – MEDICAL COMMUNITY REPRESENTATIVE

T. Perry shared that four applications have been received for the open ACHHSD Board position: two doctors, one nurse and one dental hygienist. The board was asked whether any members would like to be involved in the interview process; the consensus was no, and that T. Perry should put an interview team together to interview and select a candidate.

COMPASS ASSESSMENT USAGE IN JUVENILE JUSTICE

COMPASS is a free, evidence-based assessment tool for the juvenile delinquency population. J. Putnam reported that the State of Wisconsin began using the tool for juveniles in January 2013. ACHHSD Children & Families (C&F) staff attended training on the tool in December 2013 and gave positive feedback. C&F will begin utilizing COMPASS soon.

PERFORMANCE EVALUATIONS & WORK PLANS FOR MERIT INCREASE

T. Perry discussed the new county process for evaluating employee performance and recommending merit increases where appropriate. Two key documents were reviewed: the annual work plan and the annual performance evaluation. ACHHSD will implement the process immediately so as to have the documentation for any proposed merit increases into the 2015 budget.

STAFFING UPDATES

T. Perry communicated recent and pending staffing updates:

- J. Putnam will remain in the Children & Families Supervisor position for the better part of 2014.

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- Training and job shadowing has begun for T. Barningham to assume the C&F Supervisor position and for L. Bailey to take over the Adult Services Supervisor position.
- The Wisconsin Well Woman Program is winding down and ending in 2014. This will free up public health nurse Jean Tyndall to assume the Birth-to-Three program duties of L. Bailey.
- Current Child Protective Services (CPS) Investigator LaTricia Dugger will be transitioning into the Adult Services Unit.
 - Eleven applications for the CPS Investigator position have been received and interviews are scheduled for next week.
 - All C&F workers are trained to do investigations but one primary investigator is necessary.

FAMILY CARE UPDATES – CCCW BOARD APPOINTMENT

- The CCCW board will have one member to represent Ashland, Iron and Price counties. Bob Kopisch from Price County will hold this seat for one year, at which time the seat will be reappointed.
- The predecessor to CCCW, NorthernBridges (NB), is in receivership – a letter from NB outlining the situation is included in the board packet. NB owes ACHHSD \$897 for December rep payee services which the letter implies will be paid in the fall of 2014 if it is paid at all.
- CCCW is offering short term loans to providers suffering hardship due to the NB receivership situation.

COORDINATED COMMUNITY SERVICES (CCS) RESOLUTION / PROGRESS

L. Bailey gave an update:

- The CCS application paperwork has been completed and submitted.
- The CCS program will serve adults and children with mental health issues in Ashland and Bayfield counties. It is a cooperative effort between Ashland County, Bayfield County and New Horizons North.
- The original timeframe for beginning the program was July 2014 but will likely be later, possibly as early as September 2014.
- A resolution was presented for signature to approve the CCS program.

L. Kruse made a motion to approve the resolution and to forward it to the full Ashland County Board for final approval. Seconded by J. Oakley. Motion carried.

BOARD MEMBER MINING UPDATE

C. Zach updated the board:

- During ongoing communication with the Network for Public Health Law, C. Zach was made aware of some potential grant money available to organizations wanting to conduct health impact assessments.
- Both the State of Wisconsin and the EPA are required to produce health impact assessments of the currently proposed mining activity in Ashland and Iron counties. Neither of these assessments will be available for some time, pending additional data from the sampling and permitting processes.

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- It would be helpful for Public Health to have a health impact assessment completed sooner in order to establish baseline information relevant to the Ashland County Human Health Hazard Ordinance.
- C. Zach has forwarded the grant application information to Northland College and is awaiting a response as to whether the college is willing and able to apply for the grant funding and develop a health impact assessment in conjunction with Public Health.
- A guest speaker from the Environmental Health Section of the state Department of Public Health was scheduled to deliver a presentation re the proposed mining activity at this board meeting this evening. Last week the section chief called to say that the speaker would not be here as there is not yet enough data available to make an accurate and informed presentation.

WRITTEN MATERIALS

The following written materials were provided to the Board. Please contact T. Perry if additional information is desired or follow up at a Board meeting requested.

- Children in Substitute Care
- Children & Family Access Statistics
- Northern Income Maintenance Consortium Call Center Statistics
- Northern Region Crisis Line Report – Year End 2013
- Diversion Responses from Regional Crisis Grants
- Savings from Crisis Diversions
- Ashland County Child Care Review Results
- Statewide Child Care Review Summary
- Senate Bill 308 / Assembly Bill 387 Explanation
- NorthernBridges Receivership Notice
- CCCW Governing Board Meeting Agenda 1/22/14
- CCCW Monthly Transition Update – January
- CCCW Contact Sheet
- A Dementia Agenda for Wisconsin
- Immunization Rates by County 2010-2012
- Preliminary Annual Summary of Reported Pertussis
- WCHSA Executive Board Meeting Minutes 11/7/13
- WCHSA LTS PAC Committee Meeting Minutes 12/13/13
- DCF Update for WCHSA Executive Board 2/6/14

BOARD MEMBER UPDATES/AGENDA ITEMS

None

OTHER BUSINESS

T. Perry shared that agency staff will be reviewing a 3-4 minute video titled “Hide, Run, Fight” which has been produced by the city of Houston, Texas and outlines steps for employees to take in the case of an active shooter or similar situation in the workplace.

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NorthLakes Community Clinic has absorbed the Ashland Area Council on Alcoholism & Other Drug Abuse. NorthLakes has been a very good community partner and it is expected that this will continue with its involvement with AODA services.

T. Barningham gave an update regarding an Adult Services client with low-level mental illness residing in a local nursing home. The nursing home is looking to move this resident out involuntarily and into an unrelated facility. This process is on hold as at this point, both Adult Services and the State of Wisconsin disagree with the position of the nursing home that this move is necessary and/or in the best interest of the client.

APPROVAL OF BILLS

<p>L. Kruse made a motion to approve the bills presented. Seconded by J. Oakley. Motion carried.</p>

NEXT MEETING DATE

April 16, 2014: General Board Meeting – Sanborn Building 4:15 pm

The meeting adjourned at 6:35 p.m.

Recorded by Peter Herlevi