

**Ashland County Health & Human Services Board Meeting
Annual Public Hearing
County Courthouse – Board Room
June 18, 2014 4:15 p.m.**

Members Present: Clarence Campbell, Joan Haukaas, Matthew Horning, Joyce Kabasa (4:35), A. Koeller (4:30), Laura Kruse, Matt MacKenzie, Jim Oakley, Charles Ortman, Pat Ortman

Excused: None

Unexcused: None

Others: Linda Bailey, Terry Barningham, Jeff Beirl, Laura Harnisch, Peter Herlevi, Katy Jiang, Bev Patterson, Terri Perry, Tami Tolliver, Cyndi Zach

CALL TO ORDER

The meeting was called to order by C. Campbell at 4:15 p.m.

APPROVAL OF MINUTES

The minutes of the April 2014 Board Meeting were reviewed.

L. Kruse made a motion to approve the April 2014 minutes. Seconded by J. Oakley. Motion carried.

PUBLIC COMMENTS

None

PUBLIC HEARING OF CY 2015 BUDGET DEVELOPMENT

M. MacKenzie made a motion to open the public hearing. Seconded by L. Kruse. Motion carried by unanimous roll call vote.

At this time there were no public attendees.

M. MacKenzie made a motion to close the public hearing but to reconvene if there are any public attendee arrivals. Seconded by L. Kruse. Motion carried by unanimous roll call vote.

WRITTEN DEPARTMENT REPORTS / UNIT UPDATES

None

CHILD CARE EXCELLENCE AWARD

Laura Harnisch, Tami Tolliver and the Economic Support group were recognized and applauded for receiving the Award for Outstanding Excellence for the Child Care program from the state. The award is for meeting and exceeding the child care performance standards; Ashland County is one of only 11 counties statewide with 100% accuracy in cases reviewed. Laura's case notes and files have been used as positive examples for child care training throughout the state.

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HEALTH & HUMAN SERVICES COMMITTEE REORGANIZATION

T. Perry introduced Dr. Matthew Horning to the board. Dr. Horning was selected through an interview process led by T. Perry to be the next medical representative on the Health and Human Services Department (HHSD) board. Dr. Horning spoke briefly about his background and interest in serving on the board.

J. Oakley made a motion to appoint M. Horning to the Health and Human Services Department board to serve a term through March 2016. Seconded by L. Kruse. Motion carried.

The terms of J. Haukaas (Community Rep) and A. Koeller (Medical Rep) expired as of the end of March 2014. Both agreed to serve another term if reappointed by the board.

L. Kruse made a motion to reappoint both J. Haukaas and A. Koeller to the Health and Human Services Department board to serve terms through March 2017. Seconded by C. Ortman. Motion carried.

The executive committee of the HHSD board is comprised of the Chair – C. Campbell, the Vice Chair – J. Kabasa, and two other board members to be appointed by the board.

C. Ortman nominated C. Ortman and M. MacKenzie to serve on the executive committee.

As there were no other nominations, C. Campbell asked for a motion to close the nominations and to appoint C. Ortman and M. MacKenzie to the HHSD executive committee via unanimous ballot.

J. Oakley made a motion to close nominations for the executive committee and to appoint C. Ortman and M. MacKenzie to the Health and Human Services Department executive committee. Seconded by L. Kruse. Motion carried.

BEACH MONITORING/POSTING POLICY REVISION

C. Zach reviewed the Beach Health Policy as well as a proposed addition/revision to the policy. In addition, she introduced Environmental Health intern Katy Jiang, a junior at the University of Wisconsin – Madison majoring in biochemistry. Katy is spending the summer assisting with water testing on Madeline Island and assisting with gathering beach water samples.

C. Ortman made a motion to approve the Beach Health Policy as amended. Seconded by L. Kruse. Motion carried.

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2013 ACHHSD ANNUAL REPORT

T. Perry distributed the 2013 Annual Report. The managers provided a synopsis of their respective units: L. Bailey : Adult Services, B. Patterson : Child Support, T. Barningham : Children & Families, T. Tolliver : Economic Support, P. Herlevi : Fiscal and C. Zach : Public Health. T. Perry provided the synopsis for the drug court programs.

In response to a question from M. MacKenzie regarding whether there are any current job openings in the Health and Human Services Department (HHSD), T. Perry moved ahead on the agenda to Item 14: Staffing Updates.

The Economic Support Unit has had three workers supporting the Northern Income Maintenance Consortium (NIMC) due specifically to the influx of clients from the national implementation of the Affordable Care Act (ACA.) One of those workers has left the agency to take another job. There are currently no plans to replace that worker.

A recent hire into the Children & Families Unit has resigned. Although this position will likely be filled, it will not be filled immediately as the unit will look at reorganization. In addition, funding for in-home services will be further explored.

2014 YEAR TO DATE EXPENDITURES

Each manager highlighted relevant points in her year-to-date (ytd) spending through April. The ytd spending detail was distributed in the board folders.

2015 BUDGET PLANNING

T. Perry gave a brief overview of the ACHHSD budgeting process. T. Perry and P. Herlevi typically develop a first pass budget including revenues and expenses. After reviewing and modifying this budget with the input of the agency managers, T. Perry works with J. Beirl to develop the final proposed budget for approval by this board, and ultimately by the full county board. This budget is typically finalized by the end of August and is presented to the ACHHSD board at its September meeting.

WHEAP UPDATES

T. Tolliver distributed and walked through the most recent statistics regarding the Ashland County WHEAP Program. This data was current as of today. Ashland County is down to \$1,000 remaining in Keep Wisconsin Warm funds.

ECONOMIC SUPPORT CONSORTIUM UPDATES

T. Perry pointed out that for the first two years of regionalized delivery of income maintenance services, the state funding allocation formula for the various regional consortia throughout the state was based strictly on caseload. This was not a favorable funding mechanism for the rural consortia like the Northern Income Maintenance Consortium (NIMC) as it did not provide for certain fixed costs required to deliver services.

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For 2014 the funding mechanism was changed to provide a based allocation of \$40,000 per county and then the rest of the funding was allocated based on caseload. For 2015 the proposal to the state is a base of \$20,000 per county with no less than \$120,000 per consortium and the rest of the funding based on caseload. These last two mechanisms recognize the cost required to deliver services in rural counties like Ashland County.

The NIMC has been performing very well statistically.

The NIMC call center is no longer closed on Thursday mornings as the document processing backlog has been handled.

STAFFING UPDATES

This item was covered under Item #9: 2013 ACHHSD Annual Report above.

DRUG ENDANGERED CHILD (DEC) MOU FINALIZED

T. Perry gave the history of this memorandum of understanding (MOU) A methamphetamine house was busted in Ashland and there were children living in the house. Through the process of handling this complicated situation, local agencies including ACHHSD and local law enforcement realized that there was not a commonly understood coordinated plan for dealing with situations like this. A group with representation from all agencies involved was formed, arranged training from experts around the state at WITC in Ashland and put together a document outlining the responsibilities of each agency involved in events like this one. This memorandum of understanding has now been signed and put in place.

COMPREHENSIVE COMMUNITY SERVICES (CCS) PROGRESS

- L. Bailey discussed the process through which this program will be put in place.
- It is a partnership between Ashland County HHSD, Bayfield County HSD and New Horizons North.
 - A plan is required to be approved by three separate state agencies before the program can begin, likely in the fall of 2014.
 - A 12 member coordinating committee is being formed (6 members from Ashland County and 6 members from Bayfield County) to guide the development of the plan, see the program through the approval process and provide ongoing guidance for the program once it is in place.

CCS COORDINATING COMMITTEE APPOINTMENTS

L. Bailey and T. Perry have reviewed the applications for the four open positions on the coordinating committee. They put forth three names: Rick Whiting, Sheila Hoerich and Martha Scott for board approval and recommended that the fourth position be left open for the time being.

M. MacKenzie made a motion to seat the three recommended applicants on the CCS coordinating committee and to leave the fourth position open for the time being. Seconded by J. Kabasa. Motion carried.

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SINGLE AUDIT UPDATE

P. Herlevi reported that the county's audit firm WIPFLi has completed the on site portion of the 2013 audit. There were no findings and WIPFLi has all of the information necessary to complete required reporting.

REPEALING RESOLUTION R06-2001-689

- This resolution was originally approved in June 2001.
- ACHHSD had earned a performance bonus from the Wisconsin Department of Workforce Development (DWD) which has a current balance of \$281,453.
- The resolution authorized the use of these funds specifically to serve persons with long-term care needs whose names were currently on a waiting list.
- The proposal is to repeal this resolution and replace it with a new resolution authorizing the use of these funds for any ACHHSD program or service.

C. Ortman made a motion to repeal Resolution R06-2001-689. Seconded by J. Kabasa. Motion carried.

RESOLUTION AUTHORIZING NON-LAPSING FUNDS TO BE USED FOR ACHHSD PROGRAMS

- This resolution will replace Resolution R06-2001-689.
- The new resolution authorizes the use of the aforementioned funds for any ACHHSD program or service.

L. Kruse made a motion to approve the new resolution. Seconded by J. Kabasa. Motion carried.

RESOLUTION TO DISSOLVE NORTHERNBRIDGES

- The Northwest Long Term Care District d/b/a NorthernBridges was originally created via 11-county resolution.
- NorthernBridges has provided family care services to clients within the 11-county region (GSR-7) since 2009 under a five year contract with the state.
- As of January 1, 2014 a new entity was awarded the next five year contract for GSR-7.
- This resolution authorizes the dissolution of NorthernBridges as it no longer serves a purpose.
- NorthernBridges is currently in receivership as its financial liabilities exceed its assets.
- This resolution will go into effect once the receiver's work is complete and the Sawyer County Circuit Court has discharged the receiver.

M. MacKenzie asked whether Exhibits A and B mentioned in the resolution had been reviewed by Ashland County and found to be appropriate and in order. J. Beirl responded that they had.

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J. Kabasa made a motion to approve the resolution. Seconded by L. Kruse. Motion carried.

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
- CCCW Transition Advisory Committee Minutes – 3/6/14
- Mandated Benefits Fact Sheet
- NIMC Timeliness Performance – May 2014
- NIMC Comparison Report – January through May 2014
- First Breath Annual Report
- SuperFund Site Air Quality Monitoring
- WCHSA Executive Board Meeting Minutes – 5/13/14
- DHS Updates for WCHSA Executive Board – 5/13/14
- WCHSA Financial Report – 5/31/14
- DCF Updates for WCHSA Executive Board – 6/5/14
- DHS Updates for WCHSA Executive Board – 6/5/14
- Ashland County WCHSA Votes
- WCHSA Member Votes

BOARD MEMBER UPDATES/AGENDA ITEMS

None

OTHER BUSINESS

T. Perry shared that the state will be at ACHHSD for two days next week to conduct a WHEAP program audit.

APPROVAL OF BILLS

J. Kabasa made a motion to approve the bills presented. Seconded by L. Kruse. Motion carried.

NEXT MEETING DATE

September 17, 2014 at 4:15 pm: Sanborn Center

The meeting adjourned at 6:20 p.m.

Recorded by Peter Herlevi