

**Ashland County Health & Human Services Board Meeting
Sanborn Building – Oredock Room
September 17, 2014 4:15 p.m.**

Members Present: Joan Haukaas, Matthew Horning, Joyce Kabasa, A. Koeller (until 5:30),
Matt MacKenzie, Jim Oakley, Charles Ortman, Pat Ortman

Excused: Clarence Campbell, Laura Kruse

Unexcused: None

Others: Linda Bailey, Jeff Beirl (4:30), Peter Herlevi, Carrie Hunt, Gavin King,
Bev Patterson, Terri Perry, Judy Putnam, Tami Tolliver, Cyndi Zach

CALL TO ORDER

The meeting was called to order by J. Kabasa at 4:15 p.m.

APPROVAL OF MINUTES

The minutes of the June 2014 Board Meeting were reviewed.

<p>A. Koeller made a motion to approve the June 2014 minutes. Seconded by J. Oakley. Motion carried.</p>

PUBLIC COMMENTS

None

RECOGNITION OF 2014 NEW PUBLIC HEALTH NURSE OF THE YEAR – CARRIE HUNT

C. Zach introduced Carrie Hunt as the winner of this statewide award. Carrie was nominated by her peers because of her staunch advocacy on behalf of her clients and for her resourcefulness in meeting their needs.

RECOGNITION OF ASHLAND COUNTY DRUG ENDANGERED CHILD (DEC) PROGRAM

J. Putnam reported that Ashland County was officially recognized by the state in July as a DEC county – one of ten new DEC counties in the state. The DEC protocol and procedures have been successfully used in the field in Ashland County.

RECOGNITION OF SYNTHETIC AND EMERGING DRUGS COALITION

The Synthetic and Emerging Drugs Coalition is a local multi-entity grassroots organization that was formed in response to the proliferation of synthetic drug use in Ashland. L. Bailey reported on two policy achievement awards received by the coalition: one for a city ordinance for the licensing and regulation of synthetic drug establishments and another for a city ordinance for public nuisance with distribution or sale of substances that are affecting public health. Sarah Uitto and Terry Barningham from the Ashland County Health and Human Services Department (ACHHSD) were instrumental in establishing this coalition. The Ashland City Attorney and Ashland City Council were also clearly key to getting these ordinances in place.

WRITTEN DEPARTMENT REPORTS / UNIT UPDATES

C. Zach introduced public health intern Gavin King. Mr. King is an RN to BSN student at

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UW Green Bay and is assisting Public Health with the lead and radon programs among other duties.

CHILD DEATH

As J. Putnam might be called out of this meeting, J. Kabasa called for a motion to move Item 14 – Child Death up to this point on the agenda.

A. Koeller made a motion to move Item 14 – Child Death up to this point on the agenda. Seconded by M. Horning. Motion carried.

J. Putnam informed the board that there has been a child death in Ashland County recently. She is currently able to share only very limited information as both the ACHHSD investigation and the law enforcement investigation are ongoing, but will keep the board updated as information is made available.

In the case of a suspected egregious act or child death, ACHHSD is required to notify the state within 48 hours. ACHHSD then has 60 days to complete an investigation and another 30 days to submit a report based on this investigation to the state. This process is underway.

PUBLIC HEALTH 140 REVIEW

C. Zach shared that she recently submitted the necessary documentation to the state for a Public Health 140 Review. This review is required of public health departments in Wisconsin by statute every five years to ensure that departments are providing services as required. As a Level 3 public health department, ACHHSD is required to report on Level 1 requirements along with the 14 other programs that are required of a Level 3 department. The state will conduct its onsite portion of the review here in October.

M. MacKenzie asked whether there are any shortcomings that the board should be aware of. C. Zach responded that the department is very strong and that she does not anticipate any problems or findings of significance.

J. Haukaas asked whether we have any known cases of enterovirus D68 in Ashland County and if and when we do, what can be done about it. C. Zach responded that there are none in Ashland County at this time and that the first case in Wisconsin (Milwaukee) was just reported. It is not a new virus, but it is not very common. There is no cure or treatment, except of the symptoms; children typically recover on their own but those with other underlying health problems can be at real risk for more serious complications.

2014 YEAR TO DATE EXPENDITURES

M. MacKenzie asked whether there has been any spending that was not in the budget. P. Herlevi responded no, that most funding streams are targeted to fairly specific target groups, services and types of costs.

P. Herlevi went on to say that as of today he expects ACHHSD overall to be at or below budget by the end of the year. Some departments are projected to be over budget and some are projected to be under budget; these types of projections are difficult to make with great

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accuracy due largely to potential overages in a given year due to mandated but not fully funded services that might be required.

L. Bailey mentioned that the state has provided additional Children's Long Term Support (CLTS) funding that will allow ACHHSD to serve four more children in 2014 and 2015.

2015 BUDGET

T. Perry reported that after completing the 2015 budget planning for presentation to this board, ACHHSD was informed that the annual \$243,000 (\$243k) Family Care contribution for adult long term care services that Ashland County has been required to make will be required indefinitely. It was the understanding of many in Ashland County, including T. Perry, J. Beirl and M. MacKenzie that this was a five year commitment only which would have ended as of June 2014.

Although there is still debate and research going on regarding this situation, the immediate result for the 2015 budget is that ACHHSD is requesting approximately \$23,000 more in county levy funding than was requested for 2014. This is after putting the \$243k cost back into the budget for 2015 and offsetting that as much as possible by cutting a planned hire for a CPS investigator, reducing the budget for indirect costs charged by the county, cutting a planned trauma therapy training program and reducing the technology budget for 2015.

After much discussion, J. Kabasa requested a motion for the same amount of levy funding as requested for 2014, with the remaining \$23k to be funded by the ACHHSD non-lapsing fund in 2015.

P. Ortman made a motion to approve the 2015 ACHHSD budget request at the same county levy funding level as requested for 2014, with the remaining \$23,000 to be funded by the ACHHSD non-lapsing fund. Seconded by A. Koeller. Motion carried with M. MacKenzie abstaining.

WHEAP UPDATES

T. Tolliver reported that the state's new WHEAP computer system appears to be a significant improvement over the system it is replacing. The WHEAP program audit that was conducted onsite in June went very well.

ECONOMIC SUPPORT CONSORTIUM UPDATES

T. Tolliver discussed consortium statistics. The consortium is ramping up for the upcoming Market Place open enrollment period which begins on October 1.

STAFFING UPDATES

T. Perry reiterated that the planned CPS Investigator hire is being postponed if not eliminated due to the unexpected Family Care contribution expense in 2015.

ACHHSD is getting additional ongoing funding from the Aging and Disability Resource Center of the North (ADRC-N) for .5 FTE (full time equivalent.)

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CHILD DEATH

This item was covered earlier in the agenda.

ACHHSD BILL PAYING PROCESS OVERVIEW

P. Herlevi walked through the approval process and accounting controls of the ACHHSD bill paying process.

CCS (COORDINATED COMMUNITY SERVICES)

L. Bailey shared that the CCS application process is nearing the end of Step 2 of 3. The State Bureau of Quality Assurance (BQA) will be onsite next week at ACHHSD sub contract agency New Horizons North (NHN) to confirm that NHN is in position to begin providing CCS services. When BQA concludes its onsite visit, it will issue a BQA number which will then allow us to begin Step 3 of 3, which is acquiring a Medicaid (MA) billing number to allow for billing MA to fund the program.

CPS (CHILD PROTECTIVE SERVICES) SUBSTANTIATION APPEAL PROCESS CHANGES

T. Perry distributed a handout regarding this process and walked through it.

FOOD SHARE UTILITY ALLOWANCE CHANGE

T. Tolliver discussed the change to the utility allowance (reduction of qualifying income) from a standard allowance to an allowance based on actual utility expenses. This will have the effect of decreasing monthly food share benefits for some clients, mainly those whose utility costs are included as part of their rent payments.

REPRODUCTIVE HEALTH PROGRAM

C. Zach updated the board on this program:

- The program is targeted to begin 10/1
- Dr. Koeller will be the supervising physician
- ACHHSD will ease into the program by first offering dual protection to existing PNCC clients as well as pregnancy testing to women who could then be enrolled in the PNCC program after a positive pregnancy test.
- The idea is to gradually increase services to include sexually transmitted infections (STI) testing and treatment and then to finally expand into a full-fledged reproductive family planning program.
- Funding will be through MA, private insurance, self-pay on a sliding fee scale and potentially state grant funding which would be available in 2016.

ENVIRONMENTAL HEALTH UPDATES

C. Zach reported receiving a complaint about an unsafe and unoccupied mobile home in a trailer park from the owner of the trailer park. She went to the trailer park to investigate, finding the mobile home with holes in it, broken windows, glass and nails on the ground and loose wiring hanging out of the sides of it. A letter was sent to the owner of the mobile home via registered mail giving him a timeframe within which to correct the situation and to make the area safe. After the timeframe elapsed, another inspection of the property was made. As no corrections had been made and no response had been received, another letter was sent to the owner – now in jail - requesting that he respond within 30 days or the mobile home will

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be destroyed and removed from the trailer park as it constitutes a human health hazard. Ashland County corporation counsel is involved in this process. The owners of the trailer park have offered to destroy and remove the mobile home from the trailer park at no cost to the county.

WEST NILE CASE IN ASHLAND COUNTY

C. Zach related that the first human case of West Nile Virus in the state this year has been discovered in Ashland County. The case was caught and diagnosed through the screening of a blood donation.

HUMAN HEALTH HAZARD ORDINANCE DISCUSSION – CHARLIE ORTMAN

C. Ortman initiated a discussion around CAFOs (Concentrated Animal Feeding Operations) and the potential for these to be located in Ashland County in the future. The topic for discussion – and it is on the Land Conservation agenda for later this week also – is whether, given the potential negative impacts to air and water quality of these operations, Ashland County can or should be proactively working on methods to monitor and control them.

Discussion ensued:

- From her professional standpoint, C. Zach feels that there is not much authority vested in Public Health on this issue.
 - The DNR issues the permits.
 - The Right to Farm Law in Wisconsin governs some facets of these situations also.
- It was generally agreed that this is a rather complex issue that is likely most appropriately addressed through Land Conservation and potentially Zoning.
- The process should be to clearly define what is to be regulated, put together proposed methods through which to regulate it and to consult with corporation counsel to ascertain the legal viability of these proposed methods of regulation.

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
- Income Maintenance Timeliness Reports
- Income Maintenance Ongoing Caseload Monitoring
- Northern Income Maintenance Consortium Meeting Minutes – 7/22/14
- Lillian Wald Award – Carrie Hunt
- West Nile Case Press Release
- Lead Flyer
- CCS (Comprehensive Community Services) Overview
- WCHSA Letter Regarding Independent Living Services
- WCHSA Executive Board Meeting Minutes – 8/7/14
- DCF Updates for WCHSA Executive Board – 9/4/14
- DHS Updates for WCHSA Executive Board – 9/4/14

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BOARD MEMBER UPDATES/AGENDA ITEMS

None

OTHER BUSINESS

T. Perry mentioned that ACHHSD is taking part in “Run at Work Day” by staging a small contest to encourage all employees to walk one mile at work over the next three days.

APPROVAL OF BILLS

<p>C. Ortman made a motion to approve the bills presented. Seconded by J. Oakley. Motion carried.</p>
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NEXT MEETING DATE

November 19, 2014 at 4:15 pm: Sanborn Center

The meeting adjourned at 7:15 p.m.

Recorded by Peter Herlevi