

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

Members Present: Joan Haukaas, Matthew Horning, Joyce Kabasa (4:25), A. Koeller (4:30),
Matt MacKenzie, Jim Oakley, Charles Ortman,

Excused: Clarence Campbell, Laura Kruse, Pat Ortman

Unexcused: None

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

CALL TO ORDER

The meeting was called to order by J. Oakley at 4:17 p.m.

APPROVAL OF MINUTES

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

PUBLIC COMMENTS

Gavin King took a photo of the board meeting as part of his RN to BSN coursework through UW Green Bay.

WRITTEN DEPARTMENT REPORTS / UPDATES

None

PUBLIC HEALTH 140 REVIEW

T. Perry prefaced the conversation by pointing out that C. Zach and the Public Health Department did a phenomenal job in going through this review. C. Zach called the board's attention to the documents related to the review in the board packet: Level I Review Tool and Level III Addendum. She went on to say that the review went very well.

M. MacKenzie asked what the differences were between Levels I, II and III for health departments. C. Zach replied that Level I health departments must provide human health hazard investigation, communicable disease surveillance and follow up, the immunization program and the public health nursing program. Level II health departments must provide seven programs in addition to the Level I programs. Level III health departments must provide fourteen programs in addition to the Level I programs, an environmental health program with a registered sanitarian and a health officer with a masters degree. Level III health departments receive a higher reimbursement rate.

M. MacKenzie asked how Ashland County Health & Human Services Department (ACHHSD) determines what level to maintain. C. Zach replied that it was a choice that the ACHHSD board made approximately eight years ago.

2014 YEAR TO DATE EXPENDITURES

P. Herlevi reported that he still expects ACHHSD overall to be at or below budget for 2014. Some departments are projected to be over budget and some are projected to be under

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

budget; these types of projections are difficult to make with great accuracy due largely to potential overages in a given year due to mandated but not fully funded services that might be required. A simpler new report on year-to-date (YTD) expenses and revenues vs budget will be mailed to board members in the next couple of weeks.

T. Tolliver pointed out that the WHEAP program was over budget for the funding year ending 9/30/14. This was due to a higher number of applications due to the LP crisis, along with new worker training.

In addition, some worker training has been required due to some Child Care functions being transitioned to the Northern Income Maintenance Consortium (NIMC); this has Child Care spending on pace to go over budget. However, ACHHSD expects that the agency will be reimbursed for this overage as it the DCF as indicated they plan to make all counties whole for 2014.

B. Patterson explained that the Child Support spending report reflects expenses through the third quarter of 2014 but that the revenue through the third quarter has not yet been received – there is a note at the bottom of the report which documents this. Also, Child Support has received some additional unbudgeted revenue that will be used to upgrade computer hardware and software.

APPROVAL OF MINUTES

As a quorum was now present, the board returned to Item #2 on the agenda.

The minutes of the September 2014 Board Meeting were reviewed.

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| <p>J. Oakley made a motion to approve the September 2014 minutes. Seconded by A. Koeller. Motion carried.</p> |
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REPRODUCTIVE HEALTH COMMITTEE

RESOLUTION: TO SUPPORT THE UTILIZATION OF ASHLAND COUNTY'S PUBLIC HEALTH NURSING STAFF IN THE INSTRUCTION OF COMPREHENSIVE REPRODUCTIVE HEALTH EDUCATION IN THE SCHOOL SETTING

The resolution presented came out of the reproductive health subcommittee of this board. A copy of this resolution is in the board packet. A letter has also been developed to be sent to schools in the county offering this educational service, pending approval by the ACHHSD board.

C. Zach explained that the schools have been canvassed in order to understand what is currently being taught re reproductive health. All of the schools responded that the biggest problem was the delivery of the education in the classroom; most school staff either do not feel comfortable with the content or do not feel comfortable delivering the content for fear of negative reaction from parents and the general public.

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

C. Zach and T. Perry discussed potential advantages of having this education delivered by the Public Health nurses, including the nurses' higher level of comfort with the content and the idea that it will be delivered more from a medical standpoint.

J. Oakley made a motion to approve the resolution. Seconded by M. Horning. Motion carried.

WHEAP UPDATES

T. Tolliver distributed and discussed the 2014 WHEAP heating season (10/01/13 – 09/30/14) statistics. Ashland County residents received a total of approximately \$84,000 (average of \$641 per payment) in crisis assistance during this season, in addition to approximately \$492,000 for non-crisis heat and electric payments. The single largest demographic receiving this assistance in Ashland County is the elderly.

NORTHERN INCOME MAINTENANCE CONSORTIUM (NIMC) UPDATES

T. Perry reported that ACHHSD has filled two PPACA call center positions by request of the NIMC. These are fully funded long term temporary positions, expected to be needed through 2015.

The Food Stamp, Employment and Training (FSET) program is being regionalized effective 4/1/15. ACHHSD has received \$9,000 to continue to provide the program locally for the first three months of 2015. It is unlikely that we will have enough cases to draw down this funding.

The Child Care program is also being regionalized effective 1/5/15. Traci Newhouse from ACHHSD will fill a full time permanent Child Care call center position for the NIMC funded by pooled county child care funds. Laura Harnisch will continue to take care of the certification and review of child care providers locally.

STAFFING UPDATES

T. Perry shared that Dana Denker is leaving her position as Birth-to-3 coordinator to go back to school and further her education. Jennifer Leask will be replacing Dana and is scheduled to begin in December.

The process of filling the CPS Investigator position is ongoing and will continue until a well-qualified candidate is hired. Interviews are currently scheduled for December 12. This is a difficult position to fill and a high-burnout job in that it involves investigating child abuse and neglect cases. Current CPS Investigator Jennifer Frey is doing a great job but the volume of cases is unpredictable and very difficult to keep up with.

M. MacKenzie asked what makes a candidate well-qualified for this position. T. Perry replied that it takes a certain personality type and it also requires a certified social worker. Previous social work or law enforcement experience would be very beneficial for this gritty position.

T. Perry also explained that by reworking the budget since the last time the board met, this position had been restored in the budget after having been initially cut from the budget.

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

EBOLA PREPAREDNESS

C. Zach reported that she held a meeting recently with county agencies including law enforcement and EMS regarding Ebola preparedness. Cyndi also attended a meeting that same day hosted by MMC which included local providers, EMS, Public Health and law enforcement.

Local clinics, along with Public Health and 911 Dispatch are all screening for Ebola by asking travel related questions now as a matter of course.

Public Health and Law Enforcement will now be working on a Memo of Understanding (MOU) which will govern the isolation and quarantine of suspected Ebola cases if they occur.

The state has been conducting weekly webcasts regarding Ebola preparedness and has been providing tools for local agencies to use to organize and prepare for the possibility of an Ebola case.

COMPREHENSIVE COMMUNITY SERVICES (CCS) PROGRAM PROGRESS

T. Perry informed the board that the certification process is in its final stage. The state will be onsite here tomorrow to provide technical assistance to get the application finalized. The program could possibly be effective December 1, but more likely will be effective in 2015. The Medicaid application process is moving forward.

EGREGIOUS INCIDENT

T. Barningham reported that there has been a child death in Ashland County that is suspected to have been due to abuse or neglect. Under these circumstances, Act 78 requires that counties notify the state Department of Children and Family Services (DCF) within 2 days, which ACHHSD has done. Counties then have 60 days to complete and submit their investigation to the state, which ACHHSD has also done. The state has 30 days to review and provide a summary to the governor; this is the stage at which the situation sits today. At its discretion, DCF may post the incident to its website. This is still an open investigation and so no further details can be shared at this time.

BOARD MEMBER RE-APPOINTMENT/RECRUITMENT

T. Perry reported that P. Ortman's board term ends in March 2015. Pat has indicated that maybe it is time to appoint someone new in her place at that time. The board unanimously agreed that Pat's experience and perspective is valuable, that she brings a lot to the table and contributes greatly as a board member; the board would like to encourage Pat to remain on the board but respect her decision to step down if that is what she decides to do.

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| <p>M. MacKenzie made a motion to offer the reappointment to Pat Ortman for her consideration, respecting and accepting her final decision. Seconded by A. Koeller. Motion carried.</p> |
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**Ashland County Health & Human Services Board Meeting
Sanborn Building – Oredock Room
November 19, 2014 4:15 p.m.**

RESOLUTION OF HUMAN HEALTH HAZARD COMPLAINT

C. Zach updated the board on this situation:

- This is re the abandoned mobile home that was declared a human health hazard.
- The situation was handled with the guidance of corporation counsel.
- The owner was given an eight hour furlough from jail to remove his belongings.
- The owners of the trailer park tore the mobile home down and removed it from the premises at no cost to the county.
- C. Zach sent a letter of clearance on October 30 and so the situation is resolved.

M. MacKenzie and J. Kabasa proposed that we develop a fee schedule for these types of situations for the future. The fees should be applied to a person's property tax bill in the event of non-payment. C. Zach shared that both state statute and county ordinance provide for recovery of county costs from the offender, but she will also follow up with other counties to inquire about their ordinances, processes and procedures for cases like this.

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
- Consortia Director Meeting Agenda – 10/8/14
- Northern Income Maintenance Consortium Meeting Minutes – 10/22/14
- Opiate Affected Infants
- Adult Drug Court Summary of Site Visit
- CCCW October Board Minutes
- Ebola Information Sheet
- Declaration of Communicable Disease
- Ebola Situation Reports – 10/17/14, 10/30/14, 11/6/14
- Leveraging Public Health Nursing to Build a Culture of Health
- Raw Milk Article
- Enteroviruses and Enterovirus D68 Fact Sheet
- WCHSA Executive Board Minutes – 10/2/14
- "Are you Ready for Winter?" News Release

BOARD MEMBER UPDATES/AGENDA ITEMS

C. Ortman requested a status update when available of the reproductive health instruction in the schools.

M. MacKenzie asked about the time and effort required to put the monthly board packets together. There is a lot of information in the packets and he doesn't have a chance to read all of it. He scans the packet looking for summaries and is wondering if it might save time and effort to produce summary level information for the board packet instead of all of the detail involved. T. Perry replied that there are many things that ACHHSD is obligated to share with

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

the board and others that we want to be sure the board has available, whether or not each member reads all of the detail. Several Board members expressed appreciation for the information provided.

In relation to the Opiate Affected Infants handout, M. Horning asked whether there was any way to clarify for local clinics how the county/state would like them to proceed when they encounter pregnant patients that are taking certain drugs, i.e. whom to contact with what information? Currently there is no standard guidance for or response by local doctors.

J. Putnam replied that the Ashland County District Attorney has compiled a list of what would be needed legally in a report in order to support certain intervention measures; this information has been put into a standard attestation letter which has been shared with local clinics. Many MDs will not sign and attest to the items in this letter for different reasons, not the least of which is that some of the information is very difficult to ascertain at all.

Wisconsin Rep. Ballweg is preparing to propose legislation to address opiate affected infants. The Wisconsin Counties Association (WCA) and the Wisconsin County Human Service Association (WCHSA) are involved in advocating for and shaping this upcoming legislation. T. Perry stated that the board will be kept abreast of developments at the state level. M MacKenzie requested that ACHHSD draft a letter of support for quick action by the legislature to be signed by the ACHHSD board.

OTHER BUSINESS

T. Perry reported that Emily Ludwig, under the supervision of the HFS 35 license of Counseling and Psychological Services Inc (CAPS), is set to begin providing clinical services for families in the home. This will result in additional services available to Ashland County residents, as well as a higher Medicaid reimbursement rate for ACHHSD for these services.

The 161 agreement with the Bad River Tribe out of home care is not yet in place.

Judy Putnam will be retiring on 12/2/14 after 34 years of service to Ashland County residents.

APPROVAL OF BILLS

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

February 18, 2015 at 4:15 pm: Sanborn Center

The meeting adjourned at 5:50 p.m.

Recorded by Peter Herlevi