

**Adams County Health & Human Services and  
Veterans Service Board Meeting Minutes  
Health & Human Services Building – March 14, 2016**

1. The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairman Jack Allen at 4:00 p.m.
2. Was the meeting properly noticed? Yes
3. **Roll Call of Board Members:** Present: Rocky Gilner, Teresa Harvey-Beversdorf, Robert Grabarski, Lori Djumadi, Fran Dehmlow, Dr. Gannon, Terry Harvey-Beversdorf and Jack Allen. Absent excused: Deb Johnson-Schuh

Health & Human Services Staff Present: Kelly Oleson, Cindi Flynn, Sarah Grosshuesch, Sherrie Manning, Wendy Pierce, Donna Richards and Ruth Horndasch. Absent excused: Kay Saarinen-Barr & Diane Osborn

Veterans Services Staff: Steve Dykes

Also in attendance: County Manager, Thad Kubisiak

4. **Approval of Agenda** - Motion was made to approve the March 14<sup>th</sup>, 2016 agenda by Grabarski/Gilner. Motion carried by UVV.
5. **Approval of Minutes – Amended January 11, 2016 & February 8, 2016**  
A motion was made to approve the Amended January 11, 2016 minutes by Harvey-Beversdorf/Gannon. Motion carried by UVV.

A motion was made to approve the February 8, 2016 minutes with two corrections: strike Supervisor Djumadi from last sentence of Paragraph 2, Item 2 – Director's Report & Managers Narratives on page 8 and to include clarification that the Interim Children & Family Services Supervisor position will return to former Social Worker position upon the hiring of the new HHS Director on Page 10 of Item 5 by Gannon/Grabarski. Motion carried by UVV.

6. **Public Participation** - None
7. **Correspondence** – Interim Director Oleson stated that 3 letters were received. The first letter was from a transportation recipient who sent a thank you to Bonnie Billington for her assistance. The second letter was sent via email from a Lead EBW worker from Columbia County who praised the Adams County Economic Support Team for being

friendly, appreciative and hard working. The third letter was received from Ron Hermes, Director of the Bureau of Permanence & Out of Home Care recognizing the Adams County CFS caseworker's high rates of contact, which was the highest the State has ever achieved. The Committee requested that these letters be forwarded to be read at the next County Board Meeting.

8. **Announcements** – Corporation Council is doing a codification project and has requested the Health & Human Services Department to review HHS ordinances and determine if they are still current. Oleson asked if any Board Supervisors were interested in participating in the review. The Board Supervisors agreed that Management could review the ordinances then bring their recommendations to the April 11<sup>th</sup> HHS Board Meeting.

### **Veterans Service**

1. **Veterans Service Officer's Report March 2016.** Veterans Service Officer Dykes reviewed the Veterans Services written report for the Board and highlighted that USDA Rural Grant funding has been approved for another \$7,500 for well and pump replacement for veterans in need. Supervisor Grabarski asked how the determinations are made for assistance. Dykes explained that it was allocated case by case and criteria must be met using a means test. Dykes also highlighted that he was invited to speak at the annual Mount Morris Insurance Company Member Meeting where he was able to inform Veterans from Adams and Waushara counties about Federal and State benefits that are available to them and their families.

Dykes reported that his office is busier this year than last year. A budget request will be made in 2017 for new lobby chairs that are vinyl instead of cloth. Additionally, noise levels are high near the Deputy VSO's office. Dykes asked for guidance regarding noise reduction options and if it was possible to put in a wall where the door is located in this office. Supervisor Djumadi recommended that Dykes bring this request to the Property Committee.

2. **Review and approval of February 2016 Veterans Service Vouchers and Financial Report.** A motion was made by Djumadi/Gilner to approve the Veterans Service vouchers and financial reports for February 2016. Motion carried by UVV.

Veteran Services Officer Dykes was excused at 4:13 p.m.

**Health & Human Services**

- 1. Review & Approval January & February 2016 Health & Human Services Financial Report.** Supervisor Djumadi asked why the carry-over of the SPF PFS grant was not used. Fiscal Manager Pierce stated that it was not budgeted and the State determines the carry-over. The monies for the grant will all be spent by Sept 2016 and revenues and expenses will balance. Djumadi asked if this was still an active group and Interim Director Oleson said that it was. A motion was made to approve the January & February 2016 Health & Human Services Financial Report by Grabarski/Harvey-Beversdorf. Motion carried by UVV.
  
- 2. Review & Approval of January & February 2016 Health & Human Services Vouchers.** A motion was made to approve the January 2016 Health & Human Services Vouchers and review & approve the February 2016 Vouchers at the April 11, 2016 HHS Board Meeting by Harvey-Beversdorf/Grabarski. Motion carried by UVV.
  
- 3. Director's Report & Managers Narratives.** A written report was submitted to the HHS Board prior to the meeting. Interim Director Oleson added that interviews are taking place Thursday from 8:30am – 11:30am and Friday from 1:30pm – 4:30pm this week for the CCS Case Manager and LTS Case Manager positions. Oleson asked HHS Board Supervisors if they were interested in sitting in on the interviews. Supervisor Djumadi will check her schedule and let Oleson know if she is available on Friday. Supervisor Grabarski asked how ECHO was going. Fiscal Manager Pierce stated that ECHO was going well and there are still some errors but they are being worked out. Billing for the month of December should go out at the end of this week. Supervisor Djumadi asked if the response was good for the Kids in Crisis Town Hall meeting in Wisconsin Rapids. Oleson reported that it went well. The meetings focus was to get involved locally, take the stigma away relating to mental health and emphasized that 1:4 people suffer from mental illness. The HHS Board requested that Drug Free Adams County be put on the April HHS Board Meeting agenda. Supervisor Gilner asked Public Health Officer Grosshuesch if there was any update regarding the Manure Irrigation Program. Grosshuesch stated that she received a draft report from the DNR this past Saturday. The DNR has not received any complaints by Adams County residents.
  
- 4. Division Updates**
  - A. ADRC** – No updates to report.
  - B. Behavioral Health Services** – No updates to report.
  - C. Children & Family Services** – Oleson stated that her staff received Reasonable & Prudent Parenting standards that will be shared with foster parents. The standard makes it possible for more normalcy for the child in foster care.

**D. Fiscal Services - WIMCR** - Pierce stated that Forward Health pays Counties directly for costs incurred in the Medicaid programs that is above the Medicaid reimbursement rates. The State then re-claims most of these dollars from the Counties to help with the Medicaid programs. Because the amount to be re-claimed is more than the Counties BCA contract, these dollars get carried across years. So we may receive the checks in one year, but not pay the State until the following year.

**E. Long Term Support** – No updates to report.

**F. Practical Cents** – No updates to report.

**G. Public Health** – Public Health Officer Grosshuesch stated that the Family Foundations Home Visiting Grant application has been received. This is a 1 year grant with a 9 year renewal with Adams County being the fiscal agent for two additional counties. As the fiscal agent, the State will be charged 12% to offset time to attend to fiscal agent requirements. This is a matching grant with the County providing 25%. The application for the grant will be completed for the April HHS Board Meeting for review and approval.

**5. ADRC: Update on compliance issues related to the 2016 ADRC State Contract.**

Interim Director Oleson reported that she was notified by the Director of the ADRC Consortium, Jennifer Dilly that the Adams County ADRC has been out of compliance since 2011. The two primary concerns are that there is no access to a public restroom and that private offices are not available for Resource Specialists. A meeting was held in late February with representatives from the Consortium and Adams County. During this meeting options to be in compliance were discussed. These options were sent to the State, however, there has been discussion that the proposed options will not be accepted. Oleson will continue to work with the State and will keep the HHS Board informed.

**6. Behavioral Health: Discuss Behavioral Health needs in Adams County.**

The Health & Human Services Board discussed concerns relating to behavioral health needs in Adams County. Supervisor Gannon is concerned that mental health appointments take 3 months. Interim Director Oleson stated that there are crisis slots each day but follow-up appointments can be 4-8 weeks out. Supervisor Djumadi stated that there is a shortage of psychologists in Wisconsin. Oleson passed out and reviewed two handouts that contained behavioral health statistics for the general population and for youth. The discussion led to questions about how other counties deal with these concerns and if there are ways to make a difference, without spending money, to address the mental health needs in our county. Supervisor Allen asked how the Committee would like to address these needs. Supervisor Djumadi suggested doing a SWOT analysis to guide the Board in making a recommendation for developing solutions. Supervisor Allen asked that this topic be placed on the April HHS Board Meeting Agenda to discuss further.

- 7. Long Term Support: Update on Family Care for Adams County.** Interim Director Oleson stated that the Family Care 2.0 Concept Paper was in the Board Packet. Oleson discussed concerns that could affect Adams County. Currently 3 service regions have been proposed and finance is recommending 5 service regions. Additionally, the role of ADRC's and collaboration with county mental health systems was not included in the concept paper. The current recommendation is to roll out Family Care 2.0 slowly and it is still not certain how this will look for Adams County. Supervisor Allen asked to keep this topic as an agenda item for future meetings.
- 8. Public Health: Update on the Environmental Health Commission.** Health Officer Grosshuesch and the Juneau County Health Department Director went back to the Wood County Health Department and requested to further examine the opportunity. Their staff had expressed an interest in examining the opportunity while the staff from Waushara County did not. We have met and shared staffing and budget items. They are still examining the opportunity to add Adams and Juneau to their existing environmental health programming. If we do join them we will need to change some of our programming including becoming full agent for all the DATCP programs including restaurants and pools. Wood County currently charges reasonable fees that are 10% above the state fee. As 10% of all fees must be returned to the state this means they operate their program at the same cost as the state. This decision is required by the state by spring of 2017 regardless of merger. We anticipate further meetings with them to develop a timeline and to bring forth the necessary revised ordinances. Another update will be conducted at the April board meeting.
- 9. Public Health: Discuss and/or approve amended resolution for Out of State Travel to Dallas for the Public Health Officer to attend training for Preparedness Education.** Motion to approve amended resolution for Out of State Travel to Dallas for the Public Health Officer to attend training for Preparedness Education by Djumadi/Gannon. Motion carried by UVV.
- 10. Public Health: Discuss and/or approve amended resolution for Out of State Travel to Chicago for the Public Health Nurse to attend training for the Home Visiting Program.** Motion to approve amended resolution for Out of State Travel to Chicago for the Public Health Nurse to attend training for the Home Visiting Program by Djumadi/Gannon. Motion carried by UVV.
- 11. Public Health: Discuss and/or approve request for a LTE for the vacant Public Health Nurse position.** Interim Director Oleson stated that the Department would like to fill the Public Health Nurse and Public Health Nurse Supervisor vacancies with one

Limited Term Employee. This request is being presented to the Board because Public Health Officer Grosshuesch is looking to shift nursing responsibilities to the other nurses and bring in a non-nurse while she looks at restructuring the Public Health Division. At the same time, recruitment is active to find a Public Health Nurse Supervisor to work with Grosshuesch to begin restructuring. Grosshuesch will strategically look at the needs of her Division to capitalize on the strengths of her staff and also meet the needs of Adams County. No positions are planned for elimination but restructuring and possibly reclassifying positions is possible. It is not known at this time what restructuring will look like and Grosshuesch will use the State as a resource for this project. Motion to approve request for a LTE for the vacant Public Health Nurse position by Djumadi/Gannon. Motion carried by UVV.

**12. Next Regular Meeting Date** – Monday, April 11, 2016 @ 4:00 p.m.

**13. Adjournment:** Motion to adjourn at 5:24 p.m. by Harvey-Beversdorf/Gilner. Motion carried by UVV.

*These minutes have been approved by the committee.  
Minutes respectfully submitted by Ruth Horndasch.*

  
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Jack Allen – Chairperson

  
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Ruth Horndasch – Recording Secretary