

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

April 26, 2018

Board Members Present: Larry Fickbohm, Tom Gordon, Jim Crandall, Jeremy Oswald (left at 5:37)

Board Members Excused: Lona Schmidt, Pat Carver, Kent Seldal

Board Members Unexcused: George Newago

Others Present: Elizabeth Skulan, Nikki Revak, Jeanine Spuhler, Cheryl Hanson, Heather Gilbertson, Tracy Bush (Workforce Resources), Kevin Seefeldt (FSET), Sue Rosa

Call to Order and Introductions

Crandall called the meeting to order at 4:01 p.m. Introductions were made.

Discussion and Possible Action - Review of the January 25th Meeting Minutes

Tabled until next meeting.

Discussion and Possible Action – Nominations for DHS Chair

Tabled until next meeting.

Discussion and Possible Action – Election of DHS Chair

Tabled until next meeting.

Discussion and Possible Action – Nominations for Vice Chair

Tabled until next meeting.

Discussion and Possible Action – Election of Vice Chair

Tabled until next meeting.

Public Comment – Limited to 3 minutes per person

None

Program Presentation –Work Force Resources, Inc. – Tracy Bush & Kevin Seefeldt

- Information regarding the FoodShare Employment & Training Program (FSET) was presented. See Handout.
- There have been 35 referrals from Bayfield County and seven enrollments since January 1, 2018. This was compared to 112 referrals in Ashland County and 16 in Iron County for the same time frame.
- Eighty hours of work activities are mandatory per month for FSET clients. Twelve hours of activities are required per month for voluntary clients. Activities may include: working; job search; training; attending school; or Career Counseling.
- Transportation is one of the biggest barriers to clients living in Bayfield County. Clients may have a job or job opportunities but no way to get to the job.
- Wisconsin Works (W-2) Services – See Handout.

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Monthly Section Reports

Support Services – Nikki Revak

Final year end journal entries have been completed. Deadline for audit entries is May 1, 2018. However not all 2017 payments have been made by the State, so there will be additional changes. Revak has requested an extension to May 5th for Report 942HSRR.

Revak and Skulan attended the Aging and Disability Resource Center of the North (ADRC – N) Governing Board meeting in Cable on Monday, April 23, 2018. Updated financials that are easier for board members to review and understand were presented and favorably received.

Revak reported that support staff is spending a lot of time with maintenance of fleet cars and building/office projects, which are not their strengths. Revak recommended that a fleet manager and/or ground and facilities committee be considerations for Bayfield County in the future.

Aging & Disability Services – Skulan for Carrie Linder

MetaStar (DHS vendor) conducted a file review on 7 Children's Long-Term Care Service (CLTS) client files. Additional information was required and submitted on some cases. Notice that Bayfield County is 100% compliant was received after the review.

Linder and Youth Transition Specialist Kristin Opperman met with a new Child Services Specialist assigned to our region. They discussed concerns including the lack of vendor understanding of the State's Health Check Services and case load capacity.

The waiting list elimination project continues. There are currently five children on the list. Two children will not transition to CLTS. One child will transition from Children's Community Options Program (CCOP) funded services to adult services because the child will turn 18 in four months. The other child is not currently living in a setting that is CLTS allowable.

Northland College's Center for Rural Communities is unable to sign the proposed contract to assist with the Transportation Survey Project due their inability to meet all contract requirements. They are still willing to support the survey and will assist in compiling results.

Complex cases for Adult Protective Services (APS) continues to be the trend. Bayfield County will develop protocol for older individuals in need of protective services after hours. This project will involve partner agencies including Northland Counseling, Memorial Medical Center (MMC) Emergency Room and Behavior Health Unit staff and Law Enforcement.

The Caregiver conference at WITC was a success. More than 100 people attended the conference.

Family Services – Cheryl Hanson

Northland Counseling Services (NCS) Youth Mental Health Crisis facility is now open. A Bayfield County youth was the first child admitted to the facility. The capacity of the facility is three

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youth, although NCS is hoping to eventually expand the facility to eight beds. This facility is licensed as a Level 5 Treatment Foster Care Home.

Red Cliff Indian Child Welfare (ICW) Director Gretchen Morris has implemented an Interdisciplinary team. Meetings are held every other month.

A Social Workers was bit by a dog on a family visit. The individual had lost time due to the injury, but is back in the office. The investigation was then completed by Ashland County due to the conflict of interest Bayfield County had with the family after the incident.

Economic Support Services – Jeanine Spuhler

WHEAP season is wrapping up. More than \$200,000 in heating assistance was issued this heating season. There are numerous programs for assistance including; Wisconsin Home Energy Assistance Program (WHEAP), Heat for Hero's, Salvation Army Funds, and Keep Wisconsin Warm.

Economic Support (ES) now has six full-time workers. Three new staff and three experienced staff. New workers have been job shadowing experienced workers and working on trainings.

April 16-20th was ES Appreciation week. Workers celebrated ES Appreciation with lunch on April 19th.

Some ES workers took part in the computer training sponsored by Bayfield County and provided by WITC.

Monthly Reports

Monthly reports were reviewed and placed on file.

An addition was made to the Training report for Nikki Revak and Kathy Wolfram who will be attending the Wisconsin Human Services Financial Managers Conference in Stevens Point May 8 – May 10, 2018.

Comprehensive Community Services (CCS) Program Update – Skulan provided a status report on the Douglas County expansion and financial reporting.

Revak has been in communication with the Wisconsin Department of Health Services (WDHS) and their contractor the Public Consulting Group (PCG) regarding the \$60,000 gap in reimbursement for CCS in 2015. WDHS has acknowledged that there is an error and is working with Bayfield County to resolve the issue. The report was resubmitted. To date there has been no response following the resubmittal.

Discussion and Possible Action – CCS Coordinating Committee Appointments, Kari Lind and Andrew Austin

Tabled until next meeting.

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Aging and Disability Services of the North (ADRC-N) Update

New fiscal reports were provided to the ADRC-N Governing Board and presented at their April 23, 2018 ADRC-N Governing Board Meeting. The reports were well received. Supervisor Oswald was appointed to the committee as the new Bayfield County Board representative.

Discussion and Possible Action – Department of Human Services Strategic Planning
Tabled until next meeting.

Emergency Detentions – Skulan reported that there is some confusion regarding which Department must pay for the emergency detention of jail inmates. The Sheriff requested a legal opinion from Corporate Counsel.

Legal Services – Due to workload issues, the District Attorney (DA) has made a proposal to transfer some Child Protective Service (CPS) duties to Corporation Counsel. Since the State of Wisconsin pays the DA, any tasks reassigned to Corporation Counsel will increase cost to Bayfield County. DHS hopes to delay this change to 2019 so that a request for additional funds to cover the new costs can be included in the budget.

City of Bayfield, Town of Cable Area Citizen Member to DHS Board – Bayfield resident and Citizen Member to the DHS Board Patty Carver has notified DHS that she will not seek another term when her term expires in June. Cable resident and Citizen Member to the DHS Board Deanne Allen submitted her resignation effective immediately. As a result, DHS is currently recruiting residents from the City of Bayfield and the Town of Cable and the surrounding areas to participate as citizen members to the DHS Board.

Cable citizen Sue Rosa attended the meeting to determine if an appointment to the DHS Board is a good fit for her. Rosa has submitted an application for an appointment to the board.

Discussion and Possible Action – Aging and Disability Services Advisory Committee
Appointment, Lynette Benzschawel
Tabled until next meeting.

Focus on Security – DHS is committed to promoting a safe work environment. On June 28 DHS will be closed for mock security breaches given by the Sheriff's Office, then a Debriefing & Breakfast followed by Pepper Spray Training.

Juvenile Correction Forum -

Skulan plans to attend the Juvenile Justice Forum, Thursday May 3, 2018. The forum is jointly sponsored by the Wisconsin Counties Association (WCA) and the Wisconsin Counties Human Services Association (WCHSA). The goal of the forum is to provide counties with the tools needed to prepare for the closure of Lincoln Hills/Copper Lake. The State law calls for the development of five regional county operated Secure Residential Care Centers for Children and

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Youth (SRCCCY's). The State will fund most of the cost to build the facilities but then counties who own them must pay to operate them.

Bayfield County had a total of two juveniles placed at Lincoln Hills for the period of January 1, 2012 to December 31, 2017.

DHS Committee Per Diem Forms – Nikki Revak

Revak reviewed the following process to complete per diem forms:

- Please use account number 54510 for DHS board meetings
- Please use the appropriate account number for any DHS Advisory Committee meetings
- County Board Members who attend committee meetings that they have not been appointed to, please use Dept. Code 01.
- Please turn in sheets every month.

Other (Informational Items)

- A. Opioid Prescription rates are dropping across the country, but opioid death rates have risen, Stef W. Kight, Lazaro Gamio, March 31, 2018.

Future Meetings

- A. May 24, 2018 - 4:30 p.m.
- B. June 28, 2018 - 4:30 p.m. Regular monthly meeting; 2019 Budget Public Hearing; and Opportunity for Comments Regarding Bayfield County's Policies and Procedures for Equal Opportunity in Employment, Services Delivery and Language Access.
Please Note: The meeting will be held in the County Board Room
- C. July 26, 2018

Adjournment at 5:41 p.m.

Respectfully Submitted by Heather Gilbertson, Clerk II