

**BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING**

**EOC**

**June 24, 2021**

**APPROVED:  
At July, 22 2021  
BCDHS meeting**

**Board Members Present:** Marty Milanowski, David Zepczyk, Lona Schmidt, Susan Rosa by phone, Jeremy Oswald, Larry Fickbohm, Stephanie Defoe Haskins by teams

**Board Members Not Present:** Jim Crandall; Mark Ludeking

**Others Present:** Elizabeth Skulan, Carrie Linder, Stephanie Eder, Mary Anich, Tom Crouteau, Heather Gilbertson, Doreen Lang by teams, Lance Steidl – Redi Transports; Mary Daugherty

**Call to Order and Introductions**

Fickbohm called the meeting to order at 4:00 p.m.

**Roll Call Taken**

**Discussion and Possible Action** – Review of the May 27, 2021, meeting minutes

Motion by Milanowski, second by Schmidt to approve the May 27, 2021, meeting minutes as presented. Motion passed.

**Program Presentation** – 2020 Northern Income Maintenance Consortium Year in Review Presentation, Doreen Lang, Regional Manager, Northern Income Maintenance Consortium (NIMC)

- Lang oversees the 12 counties in the NICM.
- Policy changes occurred due to Covid19.
- Operational Improvements consisted of training and a Consortium Employee website.
- Statewide Improvements consisted of recruitment videos, troubleshooting Call Center Anywhere (CCA) issues for those working remotely and identified a possible Foodshare Fraud Ring.
- Recognized Statewide for highest Foodshare accuracy rate in FFY 2019 of 99.20%
- FFY 2020 - Calls offered 81,453; calls answered 77,894; answer rate of 96.45%; average speed of answer 2.14 minutes; average talk time 9.28 minutes.
- Renewals processed timely 99.56%.
- State Wage Income Collections Agency (SWICA) matches suspended due to Covid19 will restart in August.
- 26,839 monthly average Foodshare recipients an increase of 23.59% from December 2019-December 2020; 29,180 monthly average Medicaid recipients an increase of 15.86% from December 2019 – December 2020.

**Action** -Request to Open the Floor for Public Hearing or Public Comment (Limit 3 minutes please.)

Motion by Schmidt, second by Zepczyk to open the floor for Public Hearing on the DHS 2022 budget and comments regarding Bayfield County’s policies and procedures for equal opportunity in employment, service delivery and language access . Motion passed.

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**Opportunity for Public Comment** on the 2022 Budget and/or Comments Regarding Bayfield County's Policies and Procedures for Equal Opportunity in Employment, Service Delivery and Language access. (Limit 3 minutes please.)

No Public Comment

**Review any Written Comments:**

Skulan read the written comment received by mail.

**Monthly Section Reports**

**Support Services – Stephanie Eder**

- Spent a great deal of time on the audit; auditors were on-site four days.
- Collecting information for the Annual Report for 2020.
- Worked with Linder and the Aging & Disability staff on the Transportation Assistance Program (TAP).
- Preparing for 2022 DHS budget.

**Family Services – Mary Anich**

- The County was given a 30-notice regarding the closure of a facility where a medically fragile child is placed. A new placement will need to be identified quickly.
- Several staff are finishing training to enable them to take access calls during business hours and assume after hours on-call duties.
- Family Service staff had the opportunity to participate in a self-reflection/self-care assessment during a staff meeting.

**Economic Support (ES) – Elizabeth Skulan for Jeanine Spuhler**

- Andrea Fisk completed online New Worker Training and is job shadowing with other Economic Support team members. Fisk will begin working independently the week of June 28, 2021.
- The Consortium workload and call volume have increased.
- Unless they decline benefits or move out of state, BadgerCare participants will continue to be eligible for health care benefits until December 21, 2021.
- Energy Assistance crisis funding is available for eligible residents whose bills are in arrears.
- Spuhler is collecting information for the Annual Report for 2020.

**Aging & Disability Services – Carrie Linder**

- Adult Protective Services Social Worker JoAnn Paraventi will retire on June 30, 2021. Paraventi has worked for Bayfield County for nine years.
- Brynna Watters-Moffitt was hired as Adult Protective Services Social Worker. Her first day was June 14, 2021. Training is going well.
- Kristin Opperman resigned as the Youth Service Coordinator. Her last day of work will be August 13, 2021.
- Linder held ten listening sessions throughout Bayfield County to solicit input regarding the Senior Congregate Meal Program.
- Changes have been made to the Transportation Assistance Program (TAP). TAP will begin providing transportation again in June.
- The Living Well Newsletter will be mailed out in July.
- Linder is collecting information for the Annual Report for 2020.

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**Comprehensive Community Services (CCS) – Tom Croteau**

- The CCS program continues to grow. Current projections are the program will grow by approximately 50% before the end of 2021.
- Referrals are coming from the Behavioral Health Unit (BHU) of Memorial Medical Center, Aging and Disability Resource Center staff, and Family Services staff.
- Service facilitators are busy. While not at full capacity for service facilitation, the lack of service array providers in our area requires CCS staff to provide direct service.
- Croteau spent time with a client who moved to Bayfield County from out of state. The individual had no previous contact with any mental health systems. Croteau was able to educate hem about our programs. The client is now doing well.

**Monthly Reports**

Monthly Financial and Training reports were reviewed and placed on file.

**2022 Budget – Preparation Memo to Department Heads – June 10, 2020**

- The 2022 Budget Preparation gives direction from administration on what to consider when completing the yearly budget.
- Departments are asked to: consider remote work, staffing and changes that came forth during COVID that we can replicate in the future.

**Discussion and Possible Action – Consideration of Proposal to Request County American Rescue Program Act (ARPA) funds for Aging Services.**

Home Delivered Meal routes grew during Covid, they will not go back to pre-pandemic numbers due to the counties growing population of elderly. Linder and staff are looking for a way to provide better quality food and shorter routes. The proposal is to create five different routes. The start-up costs are the most expensive consisting of three vehicles, hot boxes, and coolers. The second part of the request is for another position in aging to help with aging programs. The proposal states we must spend or commit the money on programs through 2025.

Motion by Oswald, second by Milanowski to approve the full amount of ARPA funds for Aging Services. Motion passed.
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**Action** – Close the Floor to Public Comment on the 2021 Department of Human Services Budget and Comments Regarding Bayfield County’s Policies and Procedures for Equal Opportunity in Employment, Service Delivery and Language Access.

Motion by Schmidt, second by Milanowski to close public comment. Motion passed.
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**Other (Informational Items)**

None

**Future Meetings**

- A. July 22, 2021
- B. August 19, 2021
- C. September 23, 2021

**Adjournment at 5:10 p.m.**

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Submitted by Heather Gilbertson, Clerk II