



Minutes
Human Services and Health Board Meeting
Wednesday, April 3, 2019-6:00 pm
Henry Dodge Office Building
Room G52
199 County Rd DF, Juneau, WI 53039

1. Call to Order by Co-Chairperson Stephanie Justmann at 6:00pm
2. Roll Call and Non-Committee Member County Board Attendance

Board Present: Mark Roesch, Stephanie Justmann, Becky Glewen, David Godshall, Tim Kemmel, Kira Sheahan-Malloy, Jennifer Keyes

Absent/Excused: Mary Bobholz, Lois Augustson

Staff Present: Director Becky Bell, Division Manager Monica Hooper, Division Manager Sheila Drays, Division Manager Alyssa Schultz, Supervisor Anne Conners, Supervisor Abby Sauer, Carol Carlson

Others Present: Jim Mielke

3. Public Comment:
4. Approval of the minutes of the March 6, 2019 meeting
Motion by Becky Glewen to approve the March 6th meeting minutes. Seconded by Mark Roesch. Motion carried
5. Presentation of the DTC/IDC Program by Carol Carlson

Carol Carlson presented to the board about the DTC/IDC program here at Dodge County. Carol talked about how this program was established in 2015 for persons who have a drug and/or alcohol addiction that are on probation and nonviolent offenders but have a high probability of offending again. These are 12-24 month programs and these clients are monitored weekly with court dates and random drug tests. Ms. Carlson reported that in 2018, 15 people graduated the DTC program and there were 20 graduates from the IDC program, but graduates need to have 90 days of sobriety to graduate.

6. DIRECTORS REPORT-Ms. Bell

A. Grant funding opportunity for Drug Treatment Court

Ms. Bell discussed a grant opportunity that Dodge County Human Services and Health Department will be applying for to enhance our drug court program. The grant is for a period of 3 years and is for a total of \$500,000. The deadline is April 16th, 2019. Some of the additional services that may be covered are expanding Drug Court to 30 participants, housing and transportation assistance, and increased judicial prosecution time. We will find out if we receive the funds by September 30th, 2019

B. Wisconsin Home Energy Assistance Program (WHEAP) request for funding

Ms. Bell indicated that the State of Wisconsin is now requiring counties to send out requests for proposals (RFP) for the Wisconsin Home Energy Assistance Program (WHEAP). The Department has been working with Jamie Beckwith, purchasing Agent with Dodge County, to draft the RFP which is scheduled to be advertised May 1st, 2019

C. Update: CAP Team Human Services day at the Capitol

Ms. Bell, Ms. Sheahan-Malloy, Alyssa Schultz and Sheila Drays updated the Board on the meeting with State Representatives at the Capitol for Human Services Day. The meeting with the Representatives was positive in nature.

D. CCS Services Facilitator revenue discussion

Ms. Bell indicated that an analysis of this program has been completed. We currently employ eight service facilitators for this program. In 2018, we have a surplus of \$206,919 above our costs for staff. We also contract with seven service facilitators through Lutheran Social Services and Adult Care Consultants. Our process is to reimburse these agencies whatever Medical Assistance pays us for the service facilitation functions. Ms. Bell brought this to the attention of the Board as there may be a financial incentive to bring these positions in house versus contracting to increase our revenue and have local control over positions. This item will be addressed again next month.

E. Child Protective Services workload standard discussion.

Ms. Bell indicated that the Wisconsin Counties Association is advocating for \$30 million dollars statewide for increased revenue to offset increased costs to Child Protective Services functions. Currently the Governor has indicated \$15 million dollars in his budget proposal. There has been some discussion around the expectation that increased dollars to the counties should be linked to bringing staffing up to the Standards for Workload for CPS. Ms. Bell indicated that an analysis was completed and Dodge County Human Services and Health Department would have to hire a .5 FTE Initial Assessment Social Worker, .5 FTE On-going Social Worker, a fulltime supervisor, .5 FTE Foster Care Coordinator, and a .5 FTE Access Worker. We would receive approximately \$240,919 and cost for these positions would be approximately \$247,425.

7. COMMUNITY SUPPORT SERVICES REPORT-Ms. Drays

- A. Stats for February
- B. Dining Center Comments
- C. 2019 Dodge County Health Ranking
- D. 2019 Community Health Assessment Summit-May 8, 2019

8. CLINICAL & FAMILY SERVICES REPORT-Ms. Schultz

- A. Stats for February
- B. Out of home costs
- C. February report from Northwest Connections-After Hours Crisis
- D. Northwest Connections February expenses

9. FISCAL & SUPPORT SERVICES REPORT-Ms. Hooper

- A. Review February expenditures & revenues

Ms. Hooper reported to the Board that for 2018 Human Services and Health Department will be returning \$1.3 million dollars to the general fund.

- B. Revenue and Expenditure Adjustment Forms

C. Update: Forward Health refund-CCS program claims

Division Manager Monica Hooper reported to the Board that there had been an upload mistake with CCS claims. The claims were uploaded to the wrong clearinghouse which paid a big portion of the claims but under the wrong taxonomy code. So the billing department had to void the claims and reimburse Forward Health with one check instead of having Forward Health recoup the money on their own, which would have taken up to a year to do. There are now things put in place to avoid this mistake from happening in the future.

Next Meeting will be May 1, 2019 at 6:00pm

Adjourned at 7:18pm

Motion made by Tim Kemmel to adjourn. Seconded by Jennifer Keyes. Motion carried

Lois Augustson, **Secretary**

Mary Bobholz, **Chairperson**

Kris Keith, **Recording Secretary**

COMMUNITY SUPPORT SERVICES DIVISION
FROM FEBRUARY TO MARCH 2019 STATISTICS NARRATIVE
FOR THE MAY 2019
HUMAN SERVICES & HEALTH BOARD MEETING

AGING AND DISABILITY RESOURCE CENTER

KRIS SCHEFFT – SUPERVISOR

CALL STATISTICS

- Recorded Contacts decreased from 530 in February to 516 in March ↓
- Providing Information and Assistance increased from 300 in February to 328 in March ↑
- Administering Long Term Care Functional Screens decreased from 52 in February to 34 in March ↓
- Providing all other services decreased from 163 in February to 117 in March ↓
- Referring for all other services decreased from 5 in February to 2 in March ↓

AGING, TRANSPORTATION, AND NUTRITION

JACKIE DELAROSA – SUPERVISOR

DINING MEAL DONATIONS

- Congregate donations increased from \$12.00 in February to \$20.08 in March ↑
- Home delivered donations decreased from \$24.92 in February to \$20.81 in March ↓

DINING MEAL PARTICIPANTS

- Congregate participants increased from 36 in February to 39 in March ↑
- Home delivered participants increased from 150 in February to 152 in March ↑

VOLUNTEER DRIVER STATISTICS

- Total trip miles increased from 17,207 in February to 19,822 in March ↑
- Total hours of service increased from 812 in February to 927 in March ↑
- Total cash donations received increased from \$2,666.00 in February to \$2,880.94 in March ↑

ADULT PROTECTIVE SERVICES / LONG TERM SUPPORT

PAULA BECKER – SUPERVISOR

CASELOAD/WORKLOAD STATISTICS

- Total caseload increased from 313 in February to 319 in March ↑
- Referrals increased from 29 in February to 31 in March ↑
- Court hearings decreased from 14 in February to 11 in March ↓
- Annual Protective Placement reviews decreased from 36 in February to 22 in March ↓
- Supportive Home Care reviews increased from 19 in February to 24 in March ↑
- Total Supportive Home Care cases increased from 133 in January and February to 138 in March ↑
- Total Home and Financial Manager cases increased from 37 in February to 38 in March ↑

ECONOMIC SUPPORT

AMY BERANEK – SUPERVISOR
JENNY COX - SUPERVISOR

CASELOAD/WORKLOAD STATISTICS

- FoodShare caseloads decreased from 3400 in February to 3323 in March ↓
- Medicaid Total caseload decreased from 2409 in February to 2394 in March ↓
- BadgerCare Total caseload increased from 4710 in February to 4723 in March ↑
- Total gross recipients decreased from 12,975 in February to 12,940 in March ↓
(This is the number of county residents receiving assistance, which includes those handled by other counties in the consortia)
- Total cases decreased from 7439 in February to 7429 in March ↓
- FoodShare expenditures increased from \$75,771 in February to \$619,344 in March ↑
- Child Care expenditures increased from \$117,293 in February to \$132,042 in March ↑

PUBLIC HEALTH

ABBY SAUER – SUPERVISOR / PUBLIC HEALTH OFFICER

CASELOAD/WORKLOAD STATISTICS

- Programs for Children remained steady at 42 in February and March →
- Programs for Children and Families decreased from 927 in February to 902 in March ↓
- Programs for Women decreased from 22 in February to 20 in March ↓
- Programs for ALL Residents increased from 99 in February to 107 in March ↑

Dining Center Comments

Jackie D. send to Feils

March	Site	Comments
1	Reeseville	Good meal
4	Randolph	2 complains about how late the meals are getting.. When Joe drives.
4	Beaver Dam	Excellent Meal! Everyone enjoyed the pork loin
4	Reeseville	Good meal. Broccoli instead of carrots
5	Randolph	Red bag not heating didn't know until time to deliver.
5	Reeseville	Wonderful chicken. Not everyone like the potato salad
5	Horicon	Chicken came in cold. Had to heat up chicken in microwave, which took awhile.
6	Randolph	No one liked the cold bean salad
6	Mayville	Got applesauce instead of pears
6	Reeseville	Applesauce instead of pears
6	Horicon	Applesauce instead of pears
7	Mayville	Got pears today
7	Lomira	Received pears instead of applesauce, squash brown around the edges
7	Reeseville	Pears instead of applesauce
7	Watertown	Shorted one piece of ham and 4 servings squash
8	Randolph	enjoyed the Mac n cheese
8	Reeseville	Brownies were a little dry. Mac n Cheese must have been over bake - not so creamy and dark on the bottom side
11	Reeseville	No plum halves again - peaches instead. Good meal
11	Watertown	Shorted 4 servings of mash potatoes
11	Randolph	Everyone enjoyed the meal. They wish apple sauce cake was on menu more often
13	Horicon	Meals are so good! So many are my favorite. I'm so grateful to have a good meal per day!
14	Watertown	Shorted 3 buns
14	Randolph	Loved meatballs - just wish they had more gravy
15	Horicon	Short 1 skim milk - received broccoli & cauliflower instead of cole slaw
15	Reeseville	No German cole slaw. Instead, a hot veggie, for which we were not prepared. Didn't have the second warmer ready. Can't Feil's let us know when they are substituting and with what food?
15	Randolph	Meals were delivered at 11:20, did not leave until 11:42, congregate served at 11:45
18	Reeseville	Some thought the corned beef was dry and the veggies too mushy. Others said the corned beef was great!
19	Reeseville	Nice to finally get honeydew melon!
19	Horicon	About 3 servings short of veggies

19	Beaver Dam	Spaghetti was excellent, but we had cantaloupe today and yesterday!
19	Mayville	Sent jello instead of melon. Ordered 2 diet desserts - sent 3
20	Horicon	Received peas/carrot & green beans instead of baby carrots
22	Horicon	Substituted bananas for the canteloupe
25	Randolph	Subbed cookies for cake. Green bean casserole had NO flavor
25	Beaver Dam	Green bean cass was only 80 degrees - still frozen green beans! Had to put in oven to finish cooking
25	Watertown	We ordered 54 meals. Meat was labeled 51. Everything else was 54. Shorted 3 pieces of meat.
25	Mayville	Green beans cold, not really cooked
25	Reeseville	Good meal! Instead of banana - got cantaloupe from Friday
26	Randolph	Subbed jello for fruit. Heard compliments on the meal
26	Reeseville	Substituted oatmeal raisin cookies for chocolate chip - good meal
26	Lomira	Received jello instead of peach slices, french bread instead of dinner roll
27	Beaver Dam	Chicken was excellent, nice and moist. Potatoes were very good. Lots of compliments on the meal
28	Beaver Dam	Not a lot of meat in the stew. Not getting 3oz per meal. A lot of calls to complain about no meat in the stew.
28	Mayville	Stew meat was tough and hard to chew
29	Randolph	Needed more rice

You are invited!

Community Health Assessment Summit

When: Thursday, May 9th

Time: 8 a.m.-12 p.m.

Registration begins at 7:45 a.m.

Location: Turner Hall

301 S 4th St • Watertown

Street Parking and Lot Parking Available on
4th Street & Market Street

- ❖ Free to Participate
- ❖ Breakfast Included
- ❖ Resource Table Available to Share Information



**Please Register through the Greater Watertown
Community Health Foundation**

<https://watertownhealthfoundation.com/events.php>



**Sponsored by Dodge-Jefferson Healthier Community
Partnership**

Beaver Dam Community Hospital • Dodge County Human Services & Health Department • Fort HealthCare

Greater Watertown Community Health Foundation • Jefferson County Health Department

Watertown Department of Public Health • Watertown Regional Medical Center

CLINICAL AND FAMILY SERVICES DIVISION

MARCH STATISTICS NARRATIVE

FOR THE MAY 2019

HUMAN SERVICES & HEALTH BOARD MEETING

CHILD PROTECTIVE SERVICES UNITS

MARK BEBEL – INTAKE SUPERVISOR
LISA GRYCOWSKI – ONGOING SUPERVISOR

ACCESS REPORTS

- Total number of CPS Access and Services reports decreased by 9 (from 100 to 91) ↓

ONGOING CASELOAD DATA

- Number of families being served increased by 2 (from 85 to 87) ↑
- Number of children being served decreased by 2 (from 208 to 206) ↓
- Number of children in out-of-home care stayed the same at 77 →
- Termination of Parental Rights (TPR) and guardianship cases in progress increased by 3 (from 8 to 11) ↑

CHILD AND ADOLESCENT SERVICES UNIT

AMY BOOHER – SUPERVISOR

JUVENILE JUSTICE CASELOAD STATISTICS

- Total caseload increased by 11 (from 183 to 194) ↑

BIRTH TO THREE PROGRAM DATA

- Number of referrals increased by 2 (from 19 to 21) ↑
- Number of admissions stayed the same at 19 →
- Number of discharges decreased by 3 (from 10 to 7) ↓
- Total number of children served decreased by 2 (from 110 to 108) ↓

CHILDRENS LONG TERM SUPPORT WAIVER (CLTS) and COMMUNITY OPTIONS PROGRAM (CCOP) DATA

- Total number of children served decreased by 2 (from 164 to 162) ↓
- Total number of new referrals this month is 8; total for the calendar year is 20
- Number of families dually enrolled in both CLTS and CCS increased by 1 (from 28 to 29) ↑
- Wait list for CLTS and Family Support programs remains at 0

CLINICAL SERVICES UNIT

SARA GASKA – CLINICAL SUPERVISOR
KIM KUNZ – COMMUNITY PROGRAMS SUPERVISOR

OUTPATIENT MENTAL HEALTH SERVICES DATA

- Admissions increased by 9 (from 47 to 56) ↑
- Discharges decreased by 59 (from 80 to 21) ↓
- End of month total client census increased by 35 (from 890 to 925) ↑
- End of month psychiatry census (for all programs) increased by 28 (from 813 to 841) ↑
- End of month therapy census increased by 42 (from 354 to 396) ↑
- Average caseload size for MH therapists increased by 7 (from 50 to 57) ↑

- # of clients on waitlist for adult psychiatric evaluation is 1, next available appt. is 5/8/19 (as of 4/15/19)
- # of clients on waitlist for child/adolescent psychiatric evaluation is 3, next available appt. is 6/11/19 (as of 4/15/19).
- Next available intake date for MH (non-emergency) is 4/22/19 (as of 4/15/19)

OUTPATIENT SUBSTANCE ABUSE SERVICES DATA

- Admissions increased by 3 (from 35 to 38) ↑
- Discharges decreased by 17 (from 41 to 24) ↓
- End of month total client census increased by 14 (from 152 to 166) ↑
- Average caseload size for SA counselors increased by 2 (from 28 to 30) ↑
- Number of Intoxicated Driver Assessments increased by 2 (from 37 to 39) ↑
- Next available intake date for AODA (non-emergency) is 5/8/19 (as of 4/15/19)

CRISIS RESPONSE SERVICES DATA

- Total hospitalization days decreased by 31 (from 121 to 90) ↓
- Of this total, number of county-funded days decreased by 39 (from 87 to 48) ↓
- Number of Emergency Detentions (EDs) increased by 4 (from 15 to 19) ↑
- Number of crisis diversions increased by 39 (from 87 to 126) ↑
- Number of protective custody cases decreased by 3 (from 3 to 0) ↓
- Number of voluntary admissions increased by 9 (from 7 to 16) ↑

COMMUNITY PROGRAMS DATA

- Community Support Program (CSP) end of month census decreased by 4 (from 16 to 12) ↓
- Comprehensive Community Services (CCS) end of month census decreased by 2 (from 162 to 160) ↓
- Targeted Case Management (TCM) enrollment increased by 4 (from 34 to 38) ↑



2019 Children's Monthly Out-of-Home Placement Costs (# of children / \$\$\$)

	Group Homes		Institutions		Foster Care		Kinship Care		Monthly Total	
January	4	19,816.05	8	104,048.07	53	58,277.87	41	9,882.00	106	192,023.99
February	3	15,018.48	9	100,258.13	53	54,980.44	42	9,969.14	107	180,226.19
March	4	24,613.62	9	107,486.08	53	54,826.69	42	10,126.00	108	197,052.39
April										
May										
June										
July										
August										
September										
October										
November										
December										
Total 2019	11	59,448.15	26	311,792.28	159	168,085.00	125	29,977.14	321	569,302.57
Average 2019	3.7	19,816.05	8.7	103,930.76	53	56,028.33	41.7	9,992.38	107	189,767.52
Total 2018	49	242,179.89	115	1,341,116.67	552	626,835.59	467	111,746.74	1089	2,321,878.89
Average 2018	4.1	20,181.66	9.6	111,759.72	46	52,236.30	38.9	9,312.23	99	193,489.91

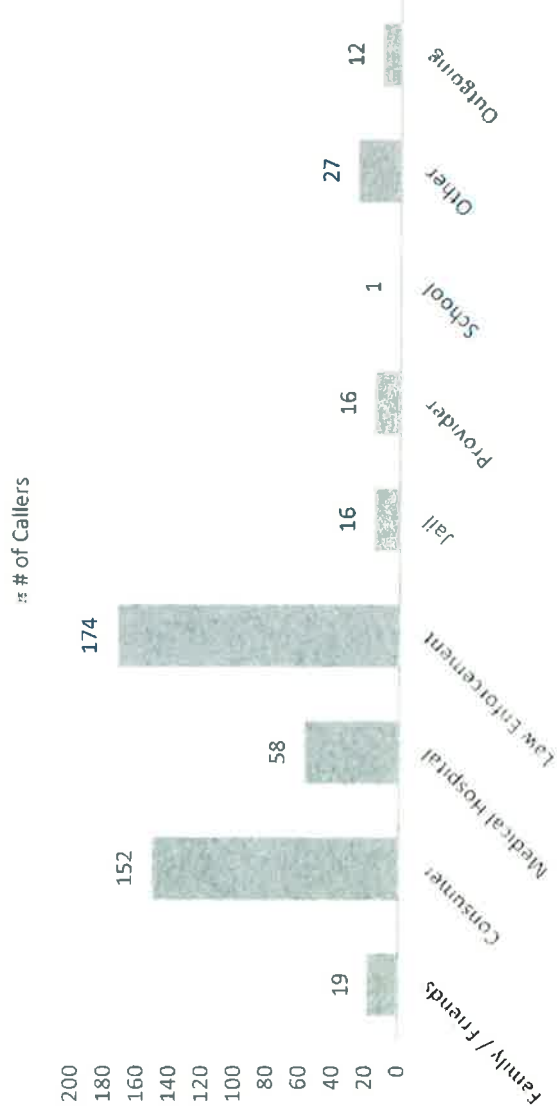
Number of placements are duplicated month-to-month.



Dodge County
Data Report for January 1, 2019 to March 31, 2019

Total Calls— 475
Total Minors: 79
Total Adults: 388
Total Age Unknown: 8
Mobile Sent— 13
AODA related contacts— 86
Dementia Related contacts - 4

of Callers January 1 - March 31, 2019



Caller	Total	Percent
Family / Friends	19	4.00%
Consumer	152	32.00%
Medical Hospital	58	12.21%
Law Enforcement	174	36.63%
Jail	16	3.37%
Provider	16	3.37%
School	1	0.21%
Other	27	5.68%
Outgoing	12	2.53%
Totals	475	100%

Stabilization Calls (incoming and outgoing): 46

Note-Stabilization calls are created through a response plan following an initial contact resulting in a diversion with community supports.

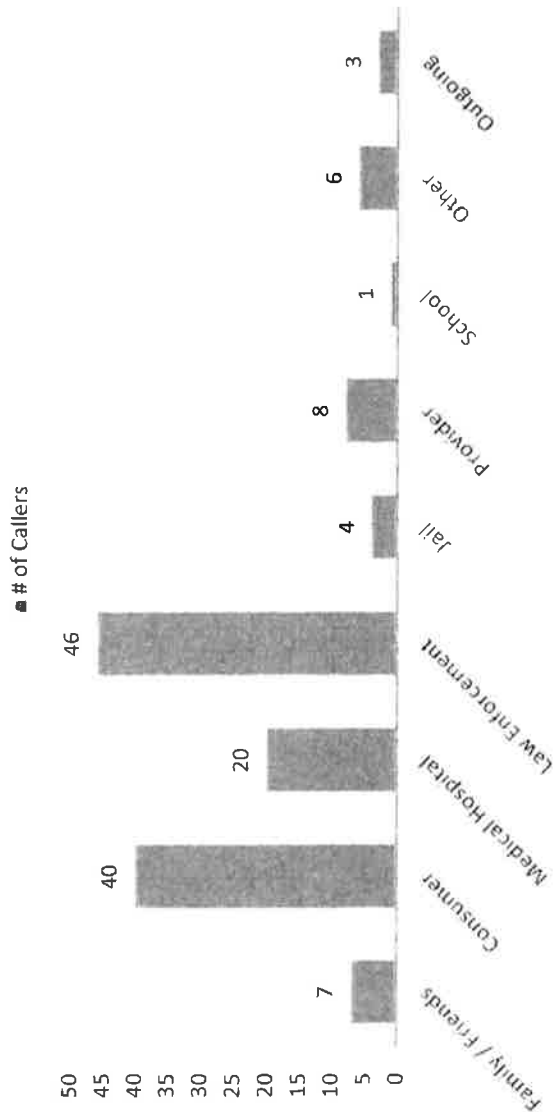
Facility	Voluntary	ED	Total
Community Memorial Hospital	1	4	5
Fond du Lac	0	1	1
Meriter	1	0	1
Rogers Memorial	3	2	5
St. Agnes	2	5	7
St. Elizabeth	1	0	1
ThedaCare	2	1	3
UW Hospital	1	1	2
Willow Creek	0	3	3
Winnebago	0	6	6
Pending – Follow-Up by next shift / hospital does bed location	1	10	11
Totals	12	33	45



Dodge County
Data Report for March 1, 2019 to March 31, 2019

Total Calls— 188
Total Minors: 32
Total Adults: 153
Total Age Unknown: 3
Mobile Sent— 4
AODA related contacts— 35
Dementia Related contacts - 1

of Callers March 1 - March 31, 2019



Caller	Total	Percent
Family / Friends	8	4.26%
Consumer	71	37.77%
Medical Hospital	21	11.17%
Law Enforcement	64	34.04%
Jail	9	4.79%
Provider	2	1.06%
School	0	0.00%
Other	11	5.85%
Outgoing	2	1.06%
Totals	188	100%

Stabilization Calls (incoming and outgoing): 20

Note-Stabilization calls are created through a response plan following an initial contact resulting in a diversion with community supports.

Facility	Voluntary	ED	Total
Community Memorial Hospital	0	1	1
Meriter	1	0	1
Rogers Memorial	1	1	2
St. Agnes	0	1	1
St. Elizabeth	1	0	1
ThedaCare	1	1	2
UW Hospital	0	1	1
Winnebago	0	1	1
Pending – Follow-Up by next shift / hospital does bed location	0	4	4
Totals	4	10	14

NORTHWEST COUNSELING AND GUIDANCE CLINIC

PO Box 309
Siren, WI 54872

Dodge County Human Service & Health Department
Henry Dodge Office Building
199 County Rd DF 3rd Floor
Juneau, WI 53039

4/3/2019

Enclosed please find the **MARCH** monthly billings for the following services from NWCGC:

Training/Supervision-1140	\$189.96
Mobile Service Usage-1171	\$910.73
Mobile Service Mileage-1172	\$87.61
Mobile Service Expense-1173	\$0.00
Phone Flat Rate- 1160	\$6,846.00
Mobile Flat Rate- 1170	\$1,959.59

TOTAL DUE **\$9,993.89**

If you have any questions, please call 715-349-7069.

Thank you,

Cortney H.
Out-Patient/County Billing Coordinator
Northwest Counseling & Guidance Clinic



**Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form**

**Doc = BX
Ledger = BA**

Effective January 1st, 2016

Date: April 4, 2019

Department: Human Services & Health Department

Budget Year: 2019

Description of Adjustment:

The department was awarded a grant for the Wisconsin Institute for Healthy Aging (WIHA). These funds will be used to promote evidence based classes and trainings in the community through the ADRC of Dodge County.

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
5034	4234		WIHA Grant	-4,472
5034	5499		Cost Allocations	1,173
5034	5349		Other Operating Supplies	1,380
5034	5332		Automobile Allowance	379
5034	5325		Registration Fees & Tuition	1540

Note the total Budget Adjustment must balance

Department Head Signature _____ Date: _____

County Administrator Signature _____ Date: _____

Committee of Jurisdiction Chairman
Signature _____ Date: _____

Finance Committee Chairman
Signature _____ Date: _____