



Minutes
Human Services and Health Board Meeting
Wednesday, February 5, 2020-6:00 pm
Henry Dodge Office Building
Room G46
199 County Rd DF, Juneau, WI 53039

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

Board Present: Mary Bobholz, Mark Roesch, Jennifer Keyes, Lois Augustson, Naomi Kriewald, David Godshall, Kira Sheahan-Malloy, Tim Kemmel

Absent/Excused: Becky Glewen

Staff Present: Director Becky Bell, Division Manager Sheila Drays, Division Manager Alyssa Schultz, Division Manager Monica Hooper, Supervisor Anne Connors

Others Present: Jim Mielke, Marquerite Bashynski

3. Public Comment:

4 Approval of the minutes of the December 4, 2019 meeting
Motion by Lois Augustson to approve the December 4, 2019 minutes. Seconded by Tim Kemmel. Motion carried.

5. BOARD ACTION

A. Move the Watertown dining center from MATC to the Town of Emmet City Hall
Division Manager Sheila Drays reported to the Board that the Watertown dining center needs to be temporarily moved to the Town of Emmet City Hall and MATC can no longer accommodate the dining center.

Motion by Kira Sheahan-Malloy to approve the temporary move to Town of Emmet City Hall for the Watertown dining center. Seconded by Naomi Kriewald. Motion carried

5. DIRECTORS REPORT-Ms. Bell

A. Dodge County Executive Law Enforcement Association Human Services Specialist of the year award.

Ms. Bell informed the Board that Jennifer Smith an Initial Assessment Child Protective Services Social Worker has received this award. The banquet will be on February 20th, 2020, 5:00-6:00 is social hour and 6:00 is the dinner with the award ceremony to follow.

B. Out of state travel requests

Ms. Bell reported to the Board that there are a few out of state travel requests that were approved by the Executive Committee. One social worker will be flying to Tennessee and another social worker will be flying to Georgia. There was also an approved travel request for Amanda Henry and Abby Sauer to go to Texas for an Emergency Preparedness Conference.

C. Crisis Intervention funding

Ms. Bell reported to the Board that there has been an application submitted for Crisis Intervention funding

D. B-3 funding

Ms. Bell informed the Board that Human Services and Health is anticipating a \$16,000 increase in the B-3 funding. Additionally, Ms. Bell reported that Jefferson County has submitted an application for a grant and included Dodge County and Green Valley, the grant money would go towards training staff at Green Valley, Dodge County and Jefferson County.

E. Targeted Safety Support grand funding

Ms. Bell reported that Dodge County Human Services and Health Department received this funding in the amount of \$57,700.00, the first round of money is January 2020 through April 2020 and the second round will be May 2020 through December 2020. Ms. Bell indicated the funding will assist families to remain together in their homes.

6. COMMUNITY SUPPORT SERVICES REPORT-Ms. Drays

- A. Statistics for November/December
- B. Dining Center Comments

7. CLINICAL & FAMILY SERVICES REPORT-Ms. Schultz

- A. Statistics for December
- B. Out of home costs
- C. November/December report from Northwest Connections-After Hours Crisis
- D. Northwest Connections November/December expenses

8. FISCAL & SUPPORT SERVICES REPORT-Ms. Hooper

- A. Review 2019 expenditures & revenues
- B. Expenditure adjustment form

Next Meeting will be March 4, 2020 at 6:00pm

Adjourned at 6:25pm

Motion by Jennifer Keyes to adjourn. Seconded by David Godshall. Motion carried

Lois Augustson, **Secretary**

Mary Bobholz, **Chairperson**

Kris Keith, **Recording Secretary**

COMMUNITY SUPPORT SERVICES DIVISION

FROM DECEMBER 2019 TO JANUARY 2020 STATISTICS NARRATIVE

FOR THE MARCH 2020

HUMAN SERVICES & HEALTH BOARD MEETING

AGING AND DISABILITY RESOURCE CENTER

KRIS SCHEFFT – SUPERVISOR

CALL STATISTICS

- Recorded Contacts decreased from 608 in December to 603 in January ↓
- Providing Information and Assistance decreased from 332 in December to 321 in January ↓
- Administering Long Term Care Functional Screens increased from 37 in December to 38 in January ↑
- Providing all other services increased from 99 in December to 109 in January ↑
- Referring for all other services increased from 2 in December to 3 in January ↑

AGING, TRANSPORTATION, AND NUTRITION

JACKIE DELAROSA – SUPERVISOR

DINING MEAL DONATIONS

- Congregate donations increased from \$13.70 in December to \$18.99 in January ↑
- Home delivered donations increased from \$15.04 in December to \$18.04 in January ↑

DINING MEAL PARTICIPANTS

- Congregate participants increased from 31 in December to 35 in January ↑
- Home delivered participants increased from 131 in December to 136 in January ↑

VOLUNTEER DRIVER STATISTICS

- Total trip miles increased from 18,270 in December to 20,213 in January ↑
- Total hours of service increased from 834 in December to 906 in January ↑
- Total cash donations received decreased from \$2,798.81 in December to \$2,221.90 in January ↓

CASELOAD/WORKLOAD STATISTICS

- Total caseload decreased from 327 in December to 322 in January ↓
- Referrals decreased from 25 in December to 23 in January ↓
- Court hearings decreased from 8 in December to 6 in January ↓
- Annual Protective Placement reviews increased from 31 in December to 33 in January ↑
- Supportive Home Care reviews decreased from 31 in December to 28 in January ↓
- Total Supportive Home Care cases decreased from 157 in December to 155 in January ↓
- Total Home and Financial Manager caseload remained steady at 36 in November, December. and January →

CASELOAD/WORKLOAD STATISTICS

- FoodShare caseloads increased from 3,291 in December to 3,312 in January ↑
- Medicaid Total caseload decreased from 2,397 in December to 2,395 in January ↓
- BadgerCare Total caseload increased from 4,721 in December to 4,724 in January ↑
- Total gross recipients decreased from 12,919 in December to 12,892 in January ↓
(This is the number of county residents receiving assistance, which includes those handled by other counties in the consortia)
- Total cases decreased from 7,431 in December to 7,419 in January ↓
- FoodShare expenditures increased from \$625,512 in December to \$630,562 in January ↑
- Child Care expenditures increased from \$110,470 in December to \$126,734 in January ↑

CASELOAD/WORKLOAD STATISTICS

- Programs for Children increased from 39 in December to 55 in January ↑
- Programs for Children and Families decreased from 888 in December to 878 in January ↓
- Programs for Women increased from 14 in December to 16 in January ↑
- Programs for ALL Residents decreased from 131 in December to 111 in January ↓

Dining Center Comments

January	Site	Comments
2	Hustisford	This was the worse broccoli we ever had, it was so overcooked it was like juice
2	Randolph	People enjoyed the meal, especially the gravy
2	Reeseville	Very good meat and gravy
2	Horicon	Short on veggies
3	Randolph	People really liked the chili casserole
3	Reeseville	OK meal
3	Lomira	short one serving of broccoli
6	Reeseville	Gravy seemed very salty
6	Randolph	Everyone enjoyed the meal especially the meat and gravy
6	Lomira	apple slices instead of suace
6	Horicon	Substituted apple slices for applesauce
6	Watertown	Received apple slices not sauce so no temp
7	Reeseville	Cantaloupe was softer than sometiems, however not very flavorful *drew a thumbs up*
7	Randolph	Several people commented on the good pudding
7	Lomira	short 2 servings of veggies
7	Watertown	Shorted 2 melons
8	Lomira	received applesauce instead of carrot salad
8	Beaver Dam	Forgot bread today
8	Horicon	received applesauce instead of carrot salad
8	Watertown	Received copper penny salad for the veg, not on the menu
9	Randolph	People requested the Ambrosia dessert more often. They also wanted to know why no liver and onions this month
10	Reeseville	Very good meal!
13	Reeseville	Meatballs were surprisingly good
13	Randolph	People really enjoyed the meal, especially the creamsicle torte
14	Reeseville	Ham rolls very good
14	Randolph	The meal was really enjoyed. People loved the sweet potato bake and ham rolls. Wish we could have 2 ham rolls instead of one.
15	Watertown	Shorted 1 piece of chicken
16	Reeseville	Honeydew was on the under ripe side
16	Randolph	The torte was liked the best
17	Randolph	A couple people mentioned they liked the cranberry sauces was a good substitute for the bananas

20	Horicon	Applesauce instead of apple slices
20	Randolph	A couple people commented that the cake was dry and too spicy. They all really enjoyed the rest of the meal
21	Reeseville	Good meal. Participants were adding pepper to the casserole
21	Randolph	The meal was raved about by everyone. We had 2 visitors and they too enjoyed it
22	Randolph	Happy to have red cabbage
22	Watertown	Shorted one piece of pork
23	Hustisford	We were 3 meals of baked beans short
23	Reeseville	No complaints on food - just didn't get enough buns! We got 10, needed 13
23	Mayville	Meat in Beef Stroganoff casserole was tough and hard to chew
23	Horicon	Good brats!
23	Randolph	Big and tasty brats
23	Watertown	Shorted 3 hot dog buns
24	Juneau	appreciates getting meals, wondering if more white cake with a little frosting can be offered instead of spice cake
24	Randolph	Wish we had 2 pieces of fish
27	Hustisford	Shorted on pieces of jello.
28	Beaver Dam	Short 6 dinner rolls and 3 piece of chicken extra
28	Hustisford	Delicious meal
29	Randolph	People really liked the beef stew
29	Hustisford	OK meal
30	Hustisford	Very good meal!
31	Horicon	Bread was not ordered and theree was none in freezer
31	Hustisford	Loved the meal

CLINICAL AND FAMILY SERVICES DIVISION

JANUARY STATISTICS NARRATIVE

FOR THE MARCH 2020

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 6 (from 98 to 92) ↓

ONGOING CASELOAD DATA

- Number of families being served decreased by 1 (from 92 to 91) ↓
- Number of children being served stayed the same at 195 →
- Number of children in out-of-home care decreased by 1 (from 88 to 87) ↓
- Termination of Parental Rights (TPR) and guardianship cases in progress increased by 2 (from 11 to 13) ↑

CHILD AND ADOLESCENT SERVICES UNIT

AMY BOOHER – SUPERVISOR

JUVENILE JUSTICE CASELOAD STATISTICS

- Total caseload decreased by 8 (from 165 to 157) ↓

BIRTH TO THREE PROGRAM DATA

- Number of referrals increased by 12 (from 16 to 28) ↑
- Number of admissions decreased by 2 (from 22 to 20) ↓
- Number of discharges increased by 3 (from 6 to 9) ↑
- Total number of children served increased by 4 (from 132 to 136) ↑

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

- Total number of children served increased by 5 (from 179 to 184) ↑
- Average caseload size for CLTS staff is 45
- Total number of new referrals this month is 6; total for the calendar year is 6
- Number of families dually enrolled in both CLTS and CCS decreased by 4 (from 29 to 25) ↓
- Wait list for CLTS and CCOP 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 45 to 54) ↑
- Discharges stayed the same at 38 →
- End of month total client census increased by 16 (from 977 to 993) ↑
- End of month psychiatry census (for all programs) decreased by 6 (from 860 to 854) ↓
- End of month therapy census increased by 15 (from 429 to 444) ↑

- Average caseload size for MH therapists increased by 2 (from 61 to 63) ↑
- # of clients on waitlist for adult psychiatric evaluation is 0, next available appt. is 3/9/20 (as of 2/13/20)
- # of clients on waitlist for child/adolescent psychiatric evaluation is 0, next available appt. is 5/1/20 (as of 2/13/20)
- Next available intake date for MH (non-emergency) is 2/19/20 (as of 2/13/20)

OUTPATIENT SUBSTANCE ABUSE SERVICES DATA

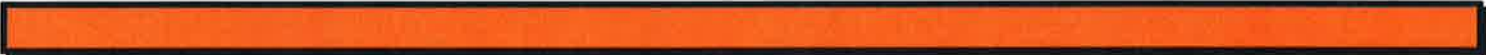
- Admissions decreased by 5 (from 30 to 25) ↓
- Discharges decreased by 3 (from 24 to 21) ↓
- End of month total client census increased by 1 (from 144 to 145) ↑
- Average caseload size for SA counselors remained the same at 26 →
- Number of Intoxicated Driver Assessments increased by 5 (from 27 to 32) ↑
- Next available intake date for AODA (non-emergency) is 2/20/20 (as of 2/13/20)

CRISIS RESPONSE SERVICES DATA

- Total hospitalization days decreased by 7 (from 124 to 117) ↓
- Of this total, number of county-funded days decreased by 22 (from 69 to 47) ↓
- Number of Emergency Detentions (EDs) increased by 2 (from 11 to 13) ↑
- Number of crisis diversions decreased by 40 (from 205 to 165) ↓
- Number of protective custody cases stayed the same at 1 →
- Number of voluntary admissions decreased by 7 (from 15 to 8) ↓

COMMUNITY PROGRAMS DATA

- Community Support Program (CSP) end of month census decreased by 1 (from 6 to 5) ↓
- Comprehensive Community Services (CCS) end of month census decreased by 2 (from 181 to 179) ↓
- Targeted Case Management (TCM) enrollment stayed the same at 37 →



2018 Children's Monthly Out-of-Home Placement Costs (# of children / \$\$\$)

	Group Homes	Institutions	Foster Care	Kinship Care	Monthly Total					
January	2	10,650.36	10	109,574.34	67	93,187.11	40	10,127.23	119	223,539.04
February										
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Total 2020	2	10,650.36	10	109,574.34	67	93,187.11	40	10,127.23	119	223,539.04
Average 2020	2	10,650.36	10	109,574.34	67	93,187.11	40	10,127.23	119	223,539.04
Total 2019	38	209,007.18	106	1,221,874.82	696	780,744.80	474	112,938.58	1200	2,324,565.38
Average 2019	3.2	17,417.26	8.8	101,822.90	58	65,062.07	39.5	9,411.55	100	193,713.78

Number of placements are duplicated month-to-month.

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

2/4/2020

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

Training/Supervision-1140	\$0.00
Mobile Service Usage-1171	\$575.99
Mobile Service Mileage-1172	\$73.99
Mobile Service Expense-1173	\$0.00
Phone Flat Rate- 1160	\$8,012.00
Mobile Flat Rate- 1170	\$2,402.92

TOTAL DUE \$11,064.90

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

Thank you,

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

SIREN, WI 54872-0309
 715 349 7069

Billing: 2/04/2020
 Page: 2

Bill to: DODGE COUNTY HS
 199 CTY RD DF

Chart: 26896
 Bill for: DODGE COUNTY 2020
 199 CTY RD DF 3RD FLR

JUNEAU WI 53039-9512

JUNEAU, WI 53039

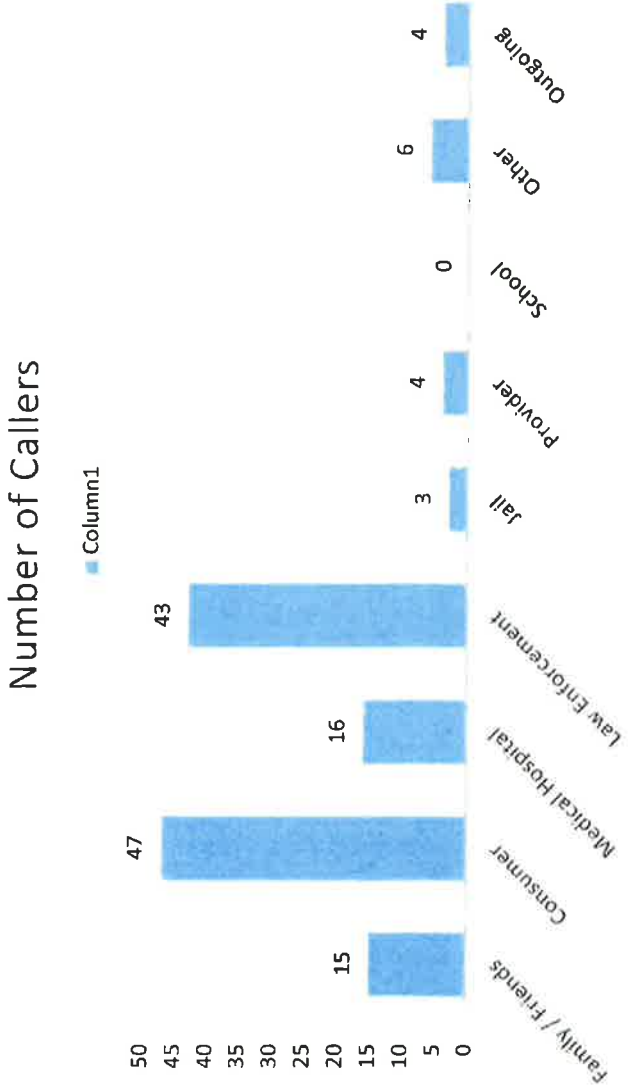
Date	Proc	Description	Provider	Units	Debits	Line Balance
12/03/19	1172	EMERGENCY SERVICES MOBILE MILE ASHLY STEGER 12/3-28 12/9-52	SERVICES	80.00	39.20	39.20
12/24/19	1172	Filed DODGE COUNTY HS c# 4363081 EMERGENCY SERVICES MOBILE MILE LEAH STAUDUHAR	SERVICES	36.00	17.64	17.64
1/01/20	1160	Filed DODGE COUNTY HS c# 4363021 EMERGENCY SERVICES PHONE FLAT SERVICES	SERVICES	1.00	8012.00	8012.00
1/01/20	1170	Filed DODGE COUNTY HS c# 4359931 EMERGENCY SERVICE MOBILE FLAT SERVICES	SERVICES	1.00	2402.92	2402.92
1/03/20	1171	Filed DODGE COUNTY HS c# 4359941 EMERGENCY SERVICE MOBILE USAGE SERVICES	SERVICES	2.90	142.76	142.77
1/03/20	1172	Filed DODGE COUNTY HS c# 4363001 EMERGENCY SERVICES MOBILE MILE SERVICES	SERVICES	35.00	17.15	17.15
1/07/20	1171	LEAH STAUDUHAR EMERGENCY SERVICE MOBILE USAGE SERVICES	SERVICES	5.00	246.15	246.15
1/17/20	1171	LEAH STAUDUHAR EMERGENCY SERVICE MOBILE USAGE SERVICES	SERVICES	3.80	187.07	187.07
		ASHLY STEGER Filed DODGE COUNTY HS c# 4363061				
=====						
TOTALS:						11064.90
TOTAL BALANCE:						11064.90



Dodge County
Data Report for January 1, 2020 to January 31, 2020

Total Calls— 138
Total Minors: 27
Total Adults: 110
Total Age Unknown: 1
Stabilization Calls: 6
Admission Confirmations: 0
Mobile Sent— 4
AODA related contacts— 16
Dementia Related contacts - 2

Caller	Total	Percent
Family / Friends	15	10.87%
Consumer	47	34.06%
Medical Hospital	16	11.59%
Law Enforcement	43	31.16%
Jail	3	2.17%
Provider	4	2.90%
School	0	0.00%
Other	6	4.35%
Outgoing	4	2.90%
Totals	138	100%



Facility	Voluntary	ED	Total
Community Memorial Hospital	0	1	1
Fond du Lac	0	1	1
Southwest Behavioral Health	1	0	1
St. Agnes	1	0	1
St. Mary's	1	0	1
UW Madison	0	1	1
Winnebago	0	5	5
Pending – Follow-Up by next shift / hospital does bed location	2	1	3
Totals	5	9	14



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

Doc = BX
Ledger = BA

Date: February 24, 2020

Effective January 1st, 2016

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

Department: Human Services and Health Department

Budget Year: 2020

Description of Adjustment:

The department was awarded the Alliance for Wisconsin Youth grant. This money will be used to cover costs of staff time to attend trainings and printing of documents.

Budget Adjustment

Project String	Description	Amount
96AWY-GRANT-STATE-2020	AWY Grant 2020	-1,345
96AWY-INT GOVT-COST	Cost Allocation	1,345

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: _____



Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form
 Effective January 1st, 2016

Doc = BX
Ledger = BA

Date: 2/24/2020

Department: Human Services and Health Department

Budget Year: 2019

Description of Adjustment:

The department was awarded the Alliance for Wisconsin Youth grant. This money will be used to cover costs of staff time to attend trainings and printing of documents.

For Finance Department use only

Doc# _____

Batch# _____

GL Date: _____

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4010	4224		Health Grants	-655
4010	5499		Cost Allocation	655

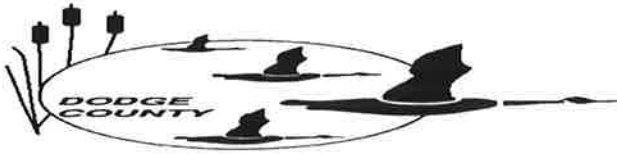
Note the total Budget Adjustment must balance

Department Head Signature _____ Date: _____

County Administrator Signature _____ Date: _____

Committee of Jurisdiction Chairman
 Signature _____ Date: _____

Finance Committee Chairman
 Signature _____ Date: _____



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

**Doc = BX
Ledger = BA**

Date: February 7, 2020

Effective January 1st, 2016

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

Department: Human Services and Health Department

Budget Year: 2020

Description of Adjustment:

The department received an addendum to the existing grant agreement between Greater Water Community Health Foundation.

The money is used to provide a gift card for each survey respondent up to a total of 50 respondents.

Budget Adjustment

Project String	Description	Amount
97INTAKE-THER-DONATION-SURVEY	CRP SURVEY	-1,250
97INTAKE-SUPPLIES-OPERATING-SURVEY	SURVEY EXPENSES	1,250

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: _____