

NOTICE OF MEETING

HEALTH & HUMAN SERVICES COMMITTEE

November 5, 2013 - 8:15 AM

Health and Human Services Department
1011 North 8th Street
Sheboygan, WI 53081
Room 413

Agenda

Call to Order
Certification of Compliance with Open Meeting Law
Approval of Minutes

Health & Human Services Committee - Regular Meeting - Oct 15, 2013 8:30 AM

Announcements and Correspondence
HHS Committee

Update/Report on Wisconsin Counties Association Conference - Supervisor Feider and Supervisor Otten

Consideration of Resolution No. -- Fond du Lac County Resolution Requesting State Study of Wind Turbines on Human Health

HHS-Economic Support

Update on Affordable Care Act Healthcare Exchange Implementation in the East Central Income Maintenance Consortium - Elizabeth Mahloch

HHS-Social Services

Consideration of Review and Approve Vacant Position Analysis (VPA) for Social Worker Positions - Martin Bonk

Review and Approve Vouchers
Approval of Attendance at Other Meetings or Functions
Public Input
Request for Future Agenda Items

- Purchase of Service Vendor Review
- Chapter 51/55 Placements

Adjourn

Upcoming Meetings

- **November 7, 2013:** Wisconsin County Human Services Association Executive Committee Meeting - Stevens Point
- **Tuesday, November 12, 2013:** Aging Unit Advisory Committee Meeting - 9:00 a.m. - Aging and Disability Resource Center
- **Tuesday November 12, 2013:** Aging and Disability Resource Governing Committee Meeting - 10:00 a.m. - Aging and Disability Resource Center

- **Tuesday, November 19, 2013:** Health and Human Services Committee Meeting - 8:15 a.m. - Health and Human Services Building, Room 413
- **Tuesday, December 3, 2013:** Health and Human Services Committee Meeting - 8:15 a.m. - Health and Human Services Building, Room 413
- **Thursday, December 5, 2013 through Friday, December 6, 2013:** Wisconsin County Human Services Association Fall Conference - Wisconsin Rapids

Prepared by:
Julie Schaefer
Recording Secretary

Peggy Feider
Committee Chairperson

Tom Eggebrecht
Health and Human Services Department Director

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify Julie Schaefer, 920-459-3176 prior to the meeting so that accommodations may be arranged.

SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

Sheboygan County Health and Human Services Department
1011 North 8th Street
Sheboygan WI 53081
Room 413

October 15, 2013

Called To Order: 8:37 A.M.

Adjourned: 9:21 A.M.

MEMBERS PRESENT: Supervisor Peggy Feider – Chair; Supervisor Kristine Wheeler – Vice Chair; Supervisor Vernon Koch – Secretary; Supervisor Roger Otten, Supervisor Brian Hoffmann, Supervisor Jacob Van Dixhorn, and Mr. Curtiss Nyenhuis

MEMBERS ABSENT: Ms. Barbara Dodge and One Citizen Representative

ALSO PRESENT: Tom Eggebrecht, Elizabeth Mahloch, Martin Bonk, Diane Liebenthal, and Shannon Otten

Supervisor Feider called the meeting to order at 8:37 a.m. Supervisor Feider informed the Committee that Ms. Dodge is excused from today's Health and Human Services Committee Meeting.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

The Health and Human Services Department received an e-mail noting that the agenda for the October 15, 2013 meeting of the Health and Human Services Committee was posted on October 10, 2013, at 8:34 a.m., in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: October 1, 2013 Health and Human Services Committee Meeting

Supervisor Wheeler moved and Supervisor Hoffmann seconded to approve the minutes of the October 1, 2013 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE

Martin Bonk introduced Crystal Zurn to the Committee. Crystal joins the Department as a Social Worker in the Child Protective Services Intake Unit.

Tom Eggebrecht informed the Committee that Dr. Knoedler will be leaving the Department at the end of this year. Dr. Knoedler is contracted with the Health and Human Services Department. Tom informed the Committee that ideally, he would like to have two psychiatrists on board and would not rule out hiring them as employees of the Department instead of the psychiatrists entering into a contract with the Department.

Tom Eggebrecht informed the Committee that, at the Legislative Breakfast on October 14, 2013, the Wisconsin County Human Services Association Umbrella Statute was discussed. In light of concerns expressed by the Department of Health Services, legislative support is not being pursued at the present time.

Tom Eggebrecht informed the Committee that Economic Support has been informed of expectations that may be required of their lobby reception services. The Committee will be updated on this topic as Economic Support moves forward to meet these expectations.

Minutes Acceptance: Minutes of Oct 15, 2013 8:30 AM (Approval of Minutes)

Tom Eggebrecht informed the Committee that at the Legislative Breakfast on October 14, 2013, there was discussion of Assembly Bill 387, which brings 17-year-old first time, non-violent offenders back to the juvenile justice system. Wisconsin County Human Services Association is requesting that a new sum sufficient state appropriation is created for the costs associated with providing services first-time, non-violent 17-year-old offenders.

Tom Eggebrecht informed the Committee that at the Legislative Breakfast on October 14, 2013 Representative Endsley discussed his attendance at a Dementia Summit and discussed the significant challenges as people diagnosed with dementia cannot be detained in a psychiatric unit.

Tom Eggebrecht informed the Committee that a Mental Health Task Force is making a recommendation to the State that money be allocated for the expansion of treatment alternatives and diversion services.

Tom Eggebrecht informed the Committee that at the October 9, 2013 Transportation Coordinating Committee, the provider of non-emergency transportation was discussed. Medical Transportation Management, Inc. (MTM) started providing transportation on August 1, 2013. It was reported that missing trips, making same day reservations, and having a lack of providers due to the rate structure are current concerns.

Supervisor Wheeler informed the Committee that she will be attending the Lakeshore Community Action Program (CAP) meeting tomorrow if anyone has any issues and/or concerns that they would like her to bring to this meeting.

Supervisor Feider informed the Committee that on October 17, 2013, there will be a Family Caregivers Coalition event at the Aging and Disability Resource Center from 1:30 p.m. to 3:00 p.m. Reverend Thomas Fleischmann is the featured speaker.

CONSIDERATION OF REVISING HIRING AND EMPLOYMENT ORDINANCE

Tom Eggebrecht reminded the Committee that this issue has been discussed over the past year or so. The proposed ordinance centers on a question of whether it necessary to obtain additional approval to fill vacancies previously approved on department tables of organization and in annual budgets. After discussion, Supervisor Van Dixhorn moved and Supervisor Hoffmann seconded to approve the Revising Hiring and Employment Ordinance and forward the Ordinance to the County Board for their consideration, which carried on a roll call vote of Supervisors Feider, Wheeler, Koch, Hoffmann, Otten, and Van Dixhorn voting Aye with zero Noes. Motion carried unanimously.

WIC UPDATE RELATED TO FEDERAL GOVERNMENT SHUTDOWN

Diane Liebenthal informed the Committee the Women, Infants, Children (WIC) Nutrition Program has been given money to continue providing services for one month. At this time, WIC is fully functional. WIC serves 2,235 per month and is currently functioning at 95% at our caseload. The message that is being given to WIC clients is that WIC is open for business, encouraging clients to keep their appointment, and to use their food checks. In August, 129,000 of WIC drafts were redeemed in Sheboygan County alone. Today, a contingency plan will be discussed at the State level if the federal government does shut down.

Tom Eggebrecht informed the Committee that if the federal government does shut down and WIC no longer has funding available to provide services, the question arises as to what

happens to the staff that are dedicated to the WIC program. Should that occur, the department intends to explore options for temporary reassignments instead of lay-offs.

CONSIDERATION OF VACANT POSITION ANALYSIS (VPA) FOR A SOCIAL Worker I, II, III, III MA/MS – Martin Bonk

Martin presented a Vacant Position Analysis (VPA) for a Social I, II, III, III MA/MS and explained the necessity of filling this position.

After discussion, Mr. Nyenhuis moved and Supervisor Koch seconded to approve the Vacant Position Analysis (VPA) for a Social Worker I, II, III, III MA/MS and forward this request to the Human Resources Committee for their consideration. Motion carried unanimously.

REVIEW AND APPROVE VOUCHERS

Supervisor Koch moved and Supervisor Hoffmann seconded to approve the expense vouchers as presented. Motion carried unanimously.

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

The Committee unanimously approved the attendance of the following Committee members at the following meeting:

- **Thursday, October 17, 2013** - Family Caregivers Coalition – Thursday, October 17th – Any Health and Human Services Committee Members interested in attending.

PUBLIC INPUT ON AGENDA ITEMS

None.

PUBLIC INPUT ON NON-AGENDA ITEMS

None.

REQUESTS FOR FUTURE AGENDA ITEMS

- Purchase of Service Vendor Review
- Chapter 51/Chapter 55 Placements
- Update on Affordable Care Act Healthcare Exchange Implementation in the East Central Income Maintenance Consortium

ADJOURNMENT

At 9:21 a.m., Supervisor Hoffmann moved and Supervisor Otten seconded to adjourn the October 15, 2013 Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Schaefer
Recording Secretary

Vernon Koch
Committee Secretary

Minutes Acceptance: Minutes of Oct 15, 2013 8:30 AM (Approval of Minutes)

RESOLUTION NO. _____

**RESOLUTION REQUESTING THE STATE OF WISCONSIN
TO FUND AND COMPLETE A STUDY ON THE
IMPACT OF WIND TURBINES ON HUMAN HEALTH**

WHEREAS, five townships in Fond du Lac County, including Marshfield, Calumet, Byron, Oakfield and Eden, have authorized the development of wind farms, and a total of 168 wind turbines have been constructed in these areas, and

WHEREAS, a report was published by the Wisconsin State Public Commission in December 2012, Report Number 122412-1, detailing the results of an analysis completed by four experts in the field of acoustics on the sound created by wind turbines in Brown County, and

WHEREAS, this report showed that wind turbines produce infrasound and other low frequency noises, and

WHEREAS, the report did not conclude that health impacts reported by residents of Brown County were a result of exposure to the infrasound and low frequency noises, and

WHEREAS, the report recommended that an additional study be undertaken to determine whether these sounds are causing the health problems reported by Brown County residents in wind farm areas, and

WHEREAS, Fond du Lac County residents residing in the area of a wind farm in the village of St. Cloud, town of Marshfield, town of Oakfield, town of Calumet, and town of Taycheedah complain of six common health problems, with at least 10 or more people complaining of sleeplessness, noise, exhaustion, headache, head and ear pressure, and anxiety, and

WHEREAS, wind farms are located across the state of Wisconsin, with residents reporting similar health problems, and

WHEREAS, the Fond du Lac County Board of Health believes that a study should be completed to determine whether there is a relationship between these health problems and residents' proximity to a wind farm.

NOW, THEREFORE, BE IT RESOLVED that the Fond du Lac County Board of Supervisors requests the state of Wisconsin to fund and complete a study on the impact of wind turbines on human health.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Fond du Lac County legislators.

Dated August _____, 2013

**SUBMITTED BY:
BOARD OF HEALTH**

Sherry L. Behnke

John E. Muentner, Sr.

Thomas E. Dornbrook

FISCAL NOTE: This resolution does not require an appropriation from the county general fund.

APPROVED BY:

**Allen J. Buechel
COUNTY EXECUTIVE**

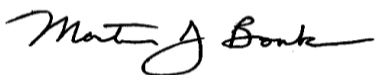
APPROVED BY:

**William J. Bendt
CORPORATION COUNSEL**

VACANT POSITION ANALYSIS SHEBOYGAN COUNTY

Department:	Health & Human Services – Division of Social Services
Position:	Social Worker I, II, III, III MA/MS

Vacancy Date:	October 23, 2013
Bargaining Unit:	Social Workers Local 437, AFSCME, AFLCIO
Pay Grade:	Social Worker I, II, III, III MA/MS
Pay Range:	\$19.98/hour; starting Social Worker II

Expected Fill Date:	ASAP; December 1, 2013
Date VPA Done:	10/28/2013
VPA Done By:	Martin J. Bonk
Signature:	

Why is this position vacant?

The Division of Social Services has recently had two unexpected vacancies; one for a Child Protective Services (CPS) Intake social worker, and one for a CPS Ongoing social worker. Recently the Division received notice from another social worker, our Foster Care Coordinator, indicating that she would be retiring in December of 2013. At least two more social workers have indicated plans to retire “early” in 2014, but have not yet submitted official letters of retirement. The Division is anticipating several more retirements in 2014, including the potential for two Social Work Supervisors to retire. Thus, the Division is asking for permission to have a “blanket approval” for positions that have been budgeted for, and approved by the Health & Human Services Committee and the full Sheboygan County Board for 2014. The reason for the blanket request is to speed up the hiring process for the sake of being able to continue to function in our role to provide services to families and protection to children.

SECTION A – PROGRAMS

List the program or programs served by the position, along with the percentage of time the person in the position devotes to each program, whether the program is mandatory or discretionary, and what priority ranking has been given to the program:

Program	Percent of Time	Mandatory/Discretionary	Priority Rank
Division of Social Services – Child Protective Services Intake and Ongoing Social Workers	100%	Mandatory	1

SECTION B – COSTS

The annual costs associated with the position (at the current year's wage and benefit rates) are:

Wages	Benefits	Other (non-payroll)	Total
\$47,672.35	\$25,136.67	\$	\$72,809.02

(Note: costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions. Do not subtract any other possible revenue from costs.)

The costs associated with the position from the anticipated fill date through the end of the current year are:

Wages	Benefits	Other (non-payroll)	Total
\$3,972.70	\$2,094.72	\$	\$6,067.42

Are sufficient amounts included in the current year's budget to cover the costs if the position is filled? If not, please state the amount needed and the proposed source of funds:

Yes, these positions are budgeted for the remainder of 2013 and have been budgeted for again, and approved, in 2014. They will be funded through a combination of Community Aids and county tax levy.

If a state or federal grant or other source of non-tax revenue is used to fund this position, please indicate the source of funds and for how long such funds are likely to be available:

The State's Basic County Allocation, otherwise known as Community Aids, is appropriated under s. 20.435(7)(b), (i) and (o), Stats., is used broadly to pay for local social services and will remain available under legislative authority.

SECTION C – IMPACT

Please describe the effect on services to the public (or to other county departments) that would result from keeping the position vacant either permanently or temporarily:

The duties of social workers in the Division of Social Services are guided by Chapters 48 & 938 of the Wisconsin Statutes, along with various State-imposed Standards and protocols. The primary duties of these workers are to assure child safety in CPS cases and community safety in Juvenile Justice (JJ) cases. The vast majority of cases assigned to these workers involve the provision of services to children, youth, and families as ordered by the Court. Workers develop and maintain a high degree of collaboration with a variety of community partners such as schools, law enforcement, medical providers, therapists, other treatment providers, mental health providers, and local mentoring and social service agencies to deliver the necessary services to assist the families we work with. At this time, due to unexpected, as well as expected, vacancies in the workforce, the Division of Social Services is struggling to meet its obligations to children, families, the Courts, and the Sheboygan community.

Not preventing or intervening at an early stage in either CPS or Juvenile Justice can result in increased costs in the future. Statistics clearly show there is a very high correlation between child abuse and neglect, and future criminal activity. These costs are not only financial, but emotional and societal. Placements in juvenile correctional institutions are currently \$294 per child per day. Placements in a residential care center (formerly child caring institutions) cannot exceed \$321.30 per child per day (or \$9,773 per child per month).

Of major concern to the Department at this time is the dramatic increase we are seeing in young parents, especially mothers, who are addicted to drugs such as heroin and opiates. As a result of this drug activity, we've also seen an increase in drug-affected newborns that spend months hospitalized until they detox, and then likely end up in foster care or the home of an appropriate relative. In 2012, 1,196 referrals were received by the Division related to child maltreatment. Of this number, 529 were assigned for investigation, involving 847 child victims. The Division also received 596 referrals for juvenile justice matters in 2012. For 2013, our referrals to CPS are up approximately 5%, whereas our referrals to Juvenile Justice are holding at about the same pace. If these positions are not approved, there could be several anticipated consequences:

- First and foremost, child and/or community safety could be jeopardized or compromised. The ability of this Division to respond as required by State Statute and Administrative Rule in a timely manner to allegations of child maltreatment or

juvenile justice issues would be put at risk. If we do not meet statutory requirements and guidelines, the Division, County, Supervisor, and Worker could face State reviews, legal action such as lawsuits, or even sanctions on their Social Work Certification.

- CPS Intake and Ongoing are high stress and high burnout positions. The nature of these jobs makes them positions in which workers have traditionally transferred to other units, if the opportunity arises. Due to budget issues, all of our units have worked with a reduced number of social workers. Current workload demands require the timely addition of workers when vacancies exist in order to meet client needs, as well as to reduce the stress on the other workers performing any variety of social work functions.
- With increased caseloads, increased hours, and increased stress, the likelihood of errors, "cutting corners," and potentially missing dangerous situations for children and youth could be expected to increase as well. We do not want to endanger the lives of children, nor do we want to enable situations that place law-abiding members of our community at risk.

To what extent, if any, would revenues in the current budget or in the future (excluding revenue from employee contributions to health or dental coverage) be affected by keeping the position vacant?

These CPS positions are funded through our Community Aids Allocation from the State of Wisconsin, while our Juvenile Justice positions are primarily funded through Youth Aids. If these positions were not filled, we would not lose revenue. The funding would be put to use elsewhere as allowable under Community Aids and Youth Aids guidelines. Under the Federal Child Welfare Review and State Program Enhancement Plan (PEP), it is unclear if there could be fiscal penalties for failing to comply with Child Welfare Standards and Practices.

SECTION D – OTHER

Is it possible to fill this position by transferring an employee from another position that serves lower-priority programs, or which might be left vacant for any reason in the foreseeable future?

As part of the Division's cost-cutting considerations in the past several years' budgets, the Division has opted to not fill positions on the social worker as well as supervisory level. Currently we are so short-staffed due to unexpected vacancies and retirements that we are finding it very difficult to meet client demands in a timely manner. Due to the cuts in positions that have been made, there are no other units that have the luxury of losing an employee while still being able to meet these client demands.

Would filling this position be likely to create a vacancy in another position and, if so, what position or positions? Please note that a separate VPA must be submitted for each position, but that VPA's for anticipated openings that may be caused by filling this position may be submitted for approval at the same time.

According to the current county policies, the Division has the option to post the position internally for 5 working days, or the Division can accept internal applications for the position while at the same time advertising the position to the general public. Historically, members of the existing Social Work staff have not opted to transfer into the CPS Intake or Ongoing Units. I would respectfully request that should anyone post in to these positions internally, that the Division/Department be allowed to fill subsequent vacancies in the interest of time and to assure safety for our children as part of this "blanket request".

Is there any other information that the liaison committee or Human Resources Committee ought to have when considering this request? You may attach additional documentation if you wish.

Obviously, the worst case scenario would be a child death as a result of our inability to respond in a timely fashion. More likely, the abuse or neglect of a child would continue to go on for long periods of time before being adequately addressed. Unfortunately, severe emotional, mental, and physical trauma and child deaths due to maltreatment have become all too prevalent in State and national news accounts. The correlation between child abuse/neglect and future juvenile delinquency is very high. Effective intervention at the CPS Access stage sets the stage for future case management and treatment planning at the Ongoing level, and could prevent the need for high cost placements down the road. It typically takes about 3 years of training, skill building, and experience for social workers to feel fully proficient and competent in their jobs. We can't easily find workers who are ready to step in to these jobs, so the other workers in those Units carry an increased caseload until the new social worker comes up to speed. Carrying extra cases in the short-term is manageable, but if the situation were permanent, there would be an impact upon the clients we serve and upon our own staff. However, due to the extreme current nature of worker vacancies, the Division is in dire need to be able to quickly hire replacements in order to effectively carry out our mission. We cannot afford to spend months going through the normal VPA process to fill positions as there are just too many vacancies at this time to be able to provide services in an effective and efficient manner.

ACTION TAKEN

Department Head Determination: ☐ Fill ☐ Not Fill

Date: _____ Signature: _____

Liaison Committee Action: ☐ Approve ☐ Disapprove

Date: _____ Committee Chair: _____

Human Resources Committee: ☐ Approve ☐ Disapprove

Date: _____ Committee Chair: _____

Distribution: After department head determination, distribute to liaison committee with copies to County Administrator and Human Resources Director. After liaison committee approval, submit signed original to Human Resources Director.