

NOTICE OF MEETING

HEALTH & HUMAN SERVICES COMMITTEE

October 4, 2016 - 8:30 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 - Sep 20, 2016 8:30 AM

Announcements and Correspondence

Public Input

Presentation

Communicable Disease Update - Starr Grossman

Proclamation Referred By County Board

Consideration of Proclamation - 2016 Freedom from Workplace Bullies Week

Behavioral Health Services Manager Nick Larkin

Consideration of Vacant Position Request - Human Services Professional (Mental Health Case Manager)

Review and Approve Vouchers

Approval of Attendance at Other Meetings or Functions

Adjourn

Prepared by:

Julie Schaefer

Recording Secretary

James Baumgart
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

September 20, 2016

Called To Order: 8:30 a.m.

Adjourned: 9:47 a.m.

MEMBERS PRESENT: Supervisor Jim Baumgart – Chair; Supervisor Brian Hoffmann – Vice Chair; Supervisor Jack Van Dixhorn – Secretary; Supervisor Roger Otten, Supervisor Thomas Epping, Supervisor Henry Nelson, Mr. Curtiss Nyenhuis, Mr. Craig Schicker, and Mr. Larry Samet

MEMBERS ABSENT: None

ALSO PRESENT: Tom Eggebrecht, Shannon Otten, Nick Larkin, Tim Gessler, Jenn Haneman, Kayla Engelhardt, and Randy Pitsch

Supervisor Baumgart called the September 20, 2016 Health and Human Services Committee Meeting to order at 8:30 a.m.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

The Health and Human Services Department received an e-mail noting that the agenda for the September 20, 2016 meeting of the Health and Human Services Committee was posted on September 16, 2016, at 9:20 a.m., in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: September 6, 2016 HEALTH AND HUMAN SERVICES COMMITTEE MEETING MINUTES

Supervisor Epping moved and Supervisor Otten seconded to approve the minutes of the September 6, 2016 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS

Supervisor Baumgart encouraged Committee members to attend one of the meal sites.

Tom Eggebrecht welcomed Jenn Haneman, Kayla Engelhardt, and Randy Pitsch to today's Committee Meeting. They will be presenting on the Individual Placement and Support (IPS) Program.

Tom Eggebrecht informed the Committee that the Welcome Baby initiative through United Way is moving forward. United Way has contracted with Family Connections to provide this service. Karen Abitz from Family Connections will be the coordinator of this initiative. Tom will facilitate getting Karen to present at a future Committee Meeting.

Tom Eggebrecht informed the Committee that the Resolution to support the Drug Treatment Court is on this evening's County Board agenda. Tom also informed the Committee that a Department of Justice grant in the amount of approximately \$93,000 has been awarded to supplement costs related to the Drug Treatment Court.

Minutes Acceptance: Minutes of Sep 20, 2016 8:30 AM (Approval of Minutes)

Tom Eggebrecht informed the Committee that the Finance Committee approved the 2017 Proposed Budget for the District Attorney, which included funding for a County Prosecutor Position in the District Attorney's Office to allow the office to dedicate one Attorney to prosecute all Child In Need of Protection and Services, Termination of Parental Rights, and Guardianship cases. Tom reminded the Committee this Department is prepared to support the proposal with a stipulation that future purchase of service remain indexed to need.

Tom Eggebrecht informed the Committee that this Department's 2017 Proposed Budget will be presented to the Finance Committee on Wednesday, September 21, 2016, at 3:30 p.m. for their consideration.

Tom Eggebrecht informed the Committee that Hearthstone is holding their major fundraising event on Friday, October 14, 2016, at Lakeshore Culinary Institute. Tickets are \$50.00 per person.

PUBLIC INPUT

None.

INDIVIDUAL PLACEMENT AND SUPPORT (IPS) PROGRAM – Jenn Haneman, Kayla Engelhardt, and Randy Pitsch

Jenn Haneman and Kayla Engelhardt are the Employment Specialists of the IPS Program. The IPS Program is a strength-based and outcome-focused approach to vocational rehabilitation for people with serious mental health and/or co-occurring substance use disorders. This Department contracts with RCS Empowers to allow Jenn and Kayla to be onsite at this Department to provide IPS services and to collaborate closely with a consumer's treatment team.

Randy Pitsch is an IPS consumer and an RCS Ambassador. Ambassadors represent RCS's Employment Services and Randy is the designated IPS Ambassador. Randy shared with the Committee his IPS journey and work experience that the agency has assisted him in being successful with.

The IPS Program has been in operation for approximately 18 months. In those 18 months, 36 consumers participated and 30 consumers have been placed in jobs. On average, it takes 14 days between an IPS intake and the first face-to-face contact with an employer and 74 days to secure a job placement. There are at least 25 employers involved in this program. The IPS Program also provides Supported Education in which Jenn and Kayla assist consumers in receiving their high school diploma.

The IPS Program undergoes a Fidelity Review every year and last year, they received the second highest score in the state which allowed for their next Fidelity Review not to occur until April 2018.

Supervisor Hoffmann arrived at 8:59 a.m.

FINANCIAL STATEMENT FOR YEAR-TO-DATE JULY 31, 2016 – Shannon Otten

Shannon Otten presented to the Committee the Financial Statement for Year-To-Date July 31, 2016.

CONSIDERATION OF VACANT POSITION REQUEST – SENIOR PUBLIC HEALTH PROFESSIONAL (BEHAVIORAL HEALTH) – Nick Larkin

Nick Larkin presented a Vacant Position Request for a Senior Public Health Professional (Behavioral Health) and explained the necessity of filling this position.

After questions were answered, Supervisor Van Dixhorn moved and Supervisor Nelson seconded to approve the Vacant Position Request for a Senior Public Health Professional (Behavioral Health) and in the event an internal candidate is hired for this position to request permission to backfill that internal candidate's position. Motion carried unanimously.

REVIEW AND APPROVE VOUCHERS

After questions were answered, Supervisor Otten moved and Supervisor Epping seconded to approve the expense vouchers as presented. Motion carried unanimously.

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

Supervisor Epping moved and Supervisor Hoffmann seconded to approve the attendance of the following Committee members at the following meeting:

- **Wednesday, September 21, 2016 – Finance Committee Meeting** – Any Committee Member interested in attending

Motion carried unanimously.

Supervisor Otten informed the Committee that he visited Camp Evergreen recently and commented how nice the facility is.

ADJOURNMENT

At 9:47 a.m., Supervisor Epping moved and Supervisor Hoffmann seconded to adjourn the September 20, 2016 Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Schaefer
Recording Secretary

Jacob Van Dixhorn
Committee Secretary

Jon G. Dolson

From: advocatemw4hwb@charter.net
Sent: Sunday, September 04, 2016 2:50 PM
To: 'advocatemw4hwb@charter.net'
Subject: Freedom From Workplace Bullies Week Proclamation
Attachments: 2016 Freedom Week PROCLAMATION.doc; 2016 Freedom Week Poster.bmp

Hello,

The Wisconsin Healthy Workplace Advocates are a coalition of citizens dedicated to ensuring civility and professionalism within the workplace. Our focus is to increase awareness of workplace bullying as a vastly growing problem that affects both the public and private sectors.

May we request that the attached proclamation declaring October 16 to 22, 2016 as "Freedom from Workplace Bullies Week" be placed on your upcoming meeting agenda for adoption? Following adoption, we would appreciate receipt of a signed copy be mailed to Monica Walker, 401 Cramer Street, Mazomanie, WI 53560, or emailed to advocatemw4hwb@charter.net.

We hope we can count on you and your representatives in our efforts to raise awareness about workplace bullying by issuing a 2016 Freedom From Workplace Bullying Proclamation. We have also attached a "Freedom Week" flier that can be posted in your workplace.

Thank you,

Monica Walker, Volunteer Coordinator
Wisconsin Healthy Workplace Advocates

FYI: Workplace bullying is a systematic campaign of interpersonal destruction that jeopardizes health, careers, and the jobs we once loved. Bullying is a non-physical, non-homicidal form of violence. Because it is abusive it causes both emotional and stress-related physical harm. Freedom from Bullies Week is a chance to break through the shame and silence surrounding bullying. It is a week to be daring and bold.

The power of workplace bullying is its ability to stay hidden in plain view. We need to make every workplace safe and take a stand against workplace bullying! No matter the role, anyone can help stop workplace bullying. We strive to provide everyone with the safe, healthy, and dignified workplace they deserve.

More information about the problem of Workplace Bullying can be found by visiting:
www.bullyfreeworkplace.org, www.workplacebullying.org
<http://healthyworkplacebill.org/>

PROCLAMATION

WHEREAS, the Village/City/County of _____ has an interest in promoting the social and economic well-being of its citizens, employees and employers; and

WHEREAS, that well-being depends upon the existence of healthy and productive employees working in safe and abuse-free work environments; and

WHEREAS, research has documented the stress-related health consequences for individuals caused by exposure to abusive work environments; and

WHEREAS, abusive work environments are costly for employers, with consequences including reduced productivity, absenteeism, turnover, and injuries; and

WHEREAS, protection from abusive work environments should apply to every worker, and not be limited to legally protected class status based only on race, color, gender, national origin, age, or disability;

NOW, THEREFORE, I/WE (Name/names, title/titles, of the Village/City/County of _____ do hereby proclaim October 16-22 as

FREEDOM FROM WORKPLACE BULLIES WEEK

and commend the Wisconsin Healthy Workplace Advocates and the Workplace Bullying Institute which raises awareness of the impacts of, and solutions for, workplace bullying in the U.S. and encourages all citizens to recognize this special observance.

SEAL & SIGNATURE(S)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Attachment: Proclamation - 2016 Freedom from Workplace Bullies Week (3936 : Proclamation)



Sheboygan County VACANT POSITION REQUEST

(To be completed for all vacant positions)

WISCONSIN

Date: 9/27/2016
To: Health & Human Services Committee Members
From: Nick Larkin, Behavioral Health Manager

Position Request:

Position: Human Services Professional – Mental Health Case Manager
Reason for Vacancy: New Position

Justification: This Human Services Professional – Mental Health Case Manager Position is critical to the delivery of care to persons with mental illness. In alignment with the Department’s 2017 budget plan, this position will be dedicated to clients who will be served in the soon to be re-instated MA funded Community Support Program, which will include clients with severe and chronic mental illness. This position will also be expected to conduct ongoing community outreach. Responsibilities include planning, providing, arranging, and monitoring services for persons with severe and persistent mental illness under the close supervision of a Health and Human Services Supervisor.

Staffing Consideration:

Department has considered all alternate options as it relates to overall staff needs? Yes No

Budget Consideration:

Is this position within the Department’s annual operation budget? Yes No
If not, please state the amount over budget as well as the proposed source of funds: The position was not budgeted in 2016 though is included in the Department’s 2017 budget request. Sufficient positive variance is available to support the position for the balance of 2016 and the Department is requesting permission to fill it at the earliest opportunity possible following final budget approval in preparation for the new year.

Costs:

DBM Salary Range of Requested Position **C42 \$49,366 - \$74,048**

The annual costs associated with the position (current year’s wage & benefit rates):

Wages	Benefits	Total
\$50,336	\$23,741	\$74,077

(Note: Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

Department Head Signature _____ Date: _____

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Process:

1. Department Head completes VPR.
2. Department Head presents VPR to Liaison Committee for approval/signature.
3. Department Head forwards VPR to HR for Human Resources Committee approval/signature (salaried positions only).
4. HR begins recruitment process.

08/2015

Attachment: Vacant Position Request - Human Services Professional- Mental Health Case Manager (Community Support Program) (3941 : VPR)