

NOTICE OF MEETING

HEALTH & HUMAN SERVICES COMMITTEE

November 1, 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 - Oct 18, 2016 8:30 AM

Announcements & Correspondence

Public Input

Presentations

Drug and Alcohol Treatment Court Update - Jody Gallaway

Affordable Care Act Updates - Tim Gessler

Behavioral Health Manager Nick Larkin

Consideration of Vacant Position Request Revision - Senior Human Services Professional
(Mental Health Crisis 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

October 18, 2016

Called To Order: 8:30 a.m.

Adjourned: 10:20 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, and Mr. Larry Samet

MEMBERS ABSENT: Mr. Craig Schicker

ALSO PRESENT: Tom Eggebrecht, Shannon Otten, Nick Larkin, Tim Gessler, Scott Shackelford, Karlyn Raddatz, Jody Gallaway, Jessica Busch, and Victoria Deterding

Supervisor Baumgart called the October 18, 2016 Health and Human Services Committee Meeting to order at 8:30 a.m.

Mr. Craig Schicker 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 18, 2016 meeting of the Health and Human Services Committee was posted on October 14, 2016, at 12:05 p.m., in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: October 4, 2016 HEALTH AND HUMAN SERVICES COMMITTEE MEETING MINUTES

Supervisor Otten moved and Supervisor Van Dixhorn seconded to approve the minutes of the October 4, 2016 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS

Tom Eggebrecht welcomed Jessica Busch to today's Health and Human Services Committee Meeting. Jessica is the Department's Information and Assistance staff person. She, along with Behavioral Health Manager Nick Larkin, will be providing information on the homeless in Sheboygan County at today's meeting.

Tom Eggebrecht welcomed Jody Gallaway to today's Health and Human Services Committee Meeting. She, along with Behavioral Health Manager Nick Larkin, will be providing information on Wisconsin Community Services and the Department's Intoxicated Driver Program at today's meeting.

Tom Eggebrecht updated the Committee on the amount of funding Public Health receives for Communicable Disease case management. A small portion comes out of the Public Health Consolidated Contract with the State with the balance covered by levy.

Minutes Acceptance: Minutes of Oct 18, 2016 8:30 AM (Approval of Minutes)

HOMELESSNESS IN SHEBOYGAN COUNTY – Jessica Busch and Nick Larkin

Supervisor Nelson, as a representative of the Mead Library Board, asked Tom to provide information on the homeless in Sheboygan County. The homeless are congregating at the library and Supervisor Nelson wanted ideas on what this Department and the library could do to assist these people especially if they are suffering from a mental illness.

Tom Eggebrecht informed the Committee that, as a Department, we are faced with many mandates but homelessness is not one of them. Local shelters attract people on a regional and interstate basis. Many are expected to out during the day with the hope they are applying for jobs.

Tom Eggebrecht briefed the Committee on assistance the Department can reasonably offer:

- 1) Information and assistance services will be made available to all persons without regard to residency.
- 2) Behavioral Health Manager Nick Larkin and his staff will meet with library employees to provide education on mental illness.
- 3) Outreach services will be made available to County residents who are homeless and believed to be experiencing mental illness with the assistance of the Community Support Program Case Manager position approved for 2017.

Jessica Busch provided statistics on the number of homeless and rental assistance referrals she has received between January 2016 and October 2016. Jessica indicated that approximately 20% of the referrals she receives involve housing and/or rental assistance. Lakeshore Community Action Program (CAP) is the only agency in Sheboygan County that provides rental assistance. Jessica reported that a warming shelter initiative for homeless individuals being organized by four area churches and will be offered on a pilot month-to-month basis during winter months.

Supervisor Nelson informed the Committee that it is the goal of Mead Library to engage with these people and to update library policy on homelessness.

Tom thanked Supervisor Nelson and the Mead Library Board for bringing this issue to the Department's attention.

Discussion ensued and questions were answered.

PUBLIC INPUT

None.

INTOXICATED DRIVE PROGRAM – Jody Gallaway and Nick Larkin

Tom Eggebrecht informed the Committee this item is on the agenda as a follow-up to a letter all County Board Supervisors received related to the State eliminating funding for Wisconsin Community Services (WCS) programming and the impact this could have on individuals and our staff.

Nick Larkin informed the Committee that WCS provides accountability and supervision services. WCS is a program for individuals who have more than one Operating While Intoxicated (OWI) conviction. The Sheriff's Department offers a comprehensive accountability and supervision component in collaboration with WCS.

Jody Gallaway presented to the Committee the process of the Health and Human Services Intoxicated Driver Program (IDP). All individuals charged with an OWI - whether first time or other – are required to participate in an assessment. The assessment is scheduled at this Department. The cost of an assessment is \$250.00 and by law, this fee cannot be waived or reduced. A trained clinical staff member will meet with the individual to complete the assessment. Assessment findings result in the creation of a Driver Safety Plan (DSP). Health and Human Services staff monitors compliance with the DSP over one year, the time given to complete the plan. If an individual does not comply with the DSP, they will be placed in noncompliance with the Department of Transportation (DOT) and risk further legal consequences. The Department would not anticipate a significant impact if current WCS services were discontinued but cannot speak to the benefits participants may realize through the WCS program.

Supervisor Epping informed the Committee that WCS is funded in part through the Sheriff's Department. WCS is now asking the Sheriff's Department to fund a little over \$100,000 for their services. These services are provided only to the multiple offenders. Services are received post-arrest/pre-trial. This program assists individuals to abide by conditions before trial.

Discussion ensued and questions were answered.

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

Shannon Otten presented to the Committee the Financial Statement for year-to-date August 31, 2016 and answered questions of the Committee.

CONSIDERATION OF 2016 BUDGET ADJUSTMENT – Shannon Otten

Shannon Otten presented a 2016 budget adjustment to the Committee. She is requesting the Committee's consideration of approving a transfer of \$10,710 from the Department's Inpatient Hospital purchase of service budget to Building Improvements in order to accommodate the creation of additional office space in our mental health case management area.

After discussion and questions were answered, Supervisor Van Dixhorn moved and Supervisor Hoffmann seconded to approve the 2016 budget adjustment and to forward this request to the Finance Committee for their consideration. Motion carried with Supervisors Epping and Baumgart voting "nay."

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES MANAGER (JUVENILE COURT ONGOING) – Scott Shackelford

Scott Shackelford presented a Vacant Position Request for a Human Services Manager (Juvenile Court Ongoing) and explained the necessity of filling this position.

After questions were answered, Supervisor Epping moved and Supervisor Hoffmann seconded to approve the Vacant Position Request for a Human Services Manager (Juvenile Court Ongoing) and to forward this request to the Human Resources Committee for their consideration. Motion carried unanimously.

REVIEW AND APPROVE VOUCHERS

There were no vouchers to approve.

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, October 19, 2016 – Criminal Justice Advisory Committee** – Any Committee Member interested in attending

Motion carried with Supervisor Otten voting “nay.”

Larry Samet informed the Committee that today at 5:00 p.m., the Sheboygan Area School District will be hosting the Grand Opening and Ribbon Cutting Ceremony for the Red Raider Manufacturing – Advanced Technology Center for anyone interested in attending.

ADJOURNMENT

At 10:20 a.m., Supervisor Epping moved and Supervisor Otten seconded to adjourn the October 18, 2016 Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Schaefer
Recording Secretary

Jacob Van Dixhorn
Committee Secretary

Minutes Acceptance: Minutes of Oct 18, 2016 8:30 AM (Approval of Minutes)



Sheboygan County VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 10/26/2016
To: Health & Human Services Committee Members
From: Nick Larkin, Behavioral Health Manager

Position Request:

Position: Senior Human Services Professional –Mental Health Crisis Case Manager
Reason for Vacancy: Employee hired to another position within agency

Justification: This Senior Human Services Professional – Crisis Mental Health Case Manager Position is critical to the delivery and coordination of care to persons with mental illness. Specifically, this position is dedicated to serving clients who have experienced a Mental Health Crisis. Responsibilities include monitoring, care planning, treatment coordination, and collaboration with various legal, government, and private agencies. The position serves as a representative of Health and Human Services for individuals place under a Mental Health Settlement Agreement (MHSA)

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: [Click here to enter text.](#)

Costs:

DBM Salary Range of Requested Position C43 \$49,366 - \$74,048

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

Wages	Benefits	Total
\$53,186	\$24,161	\$77,347

(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 Crisis Case Manager (formerly Tanya Bricco's position)