NOTICE OF MEETING

HEALTH & HUMAN SERVICES COMMITTEE

March 7, 2017 - 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-After Veterans - Feb 21, 2017 8:45 AM

Announcements and Correspondence
Public Input
Economic Support Presentation by Tim Gessler and Kris Schmidt

Capital Consortium Values and Operations

Health Services Manager Karlyn Raddatz

Consideration of Out-of-State Travel Request for Karlyn Raddatz and Starrlene Grossman

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

February 21, 2017 **Called To Order: 8:56 a.m.** **Adjourned: 10:16 a.m.**

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

MEMBERS ABSENT: None

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

Supervisor Baumgart called the February 21, 2017 Health and Human Services Committee meeting to order at 8:56 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 February 21, 2017 meeting of the Health and Human Services Committee was posted on February 17, 2017, at 9:35 a.m., in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: February 7, 2017 HEALTH AND HUMAN SERVICES COMMITTEE MEETING MINUTES
Supervisor Epping moved and Supervisor Otten seconded to approve the minutes of the February 7, 2017 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS
Tom Eggebrecht discussed some highlights of the Governor's budget, noting that there will be more details and information to follow in the coming weeks. Tom touched upon expanded work requirements for FoodShare, additional funding for Children's Long Term Support, an small increase in Child and Family Aids, and a proposed rate hike for the State's juvenile corrections facilities.

PUBLIC INPUT
None.

2016 YEAR IN REVIEW – Tom Eggebrecht
Tom Eggebrecht presented a PowerPoint with information to be included in the 2016 Annual Report. Discussion ensued and questions were answered.

Minutes Acceptance: Minutes of Feb 21, 2017 8:45 AM (Approval of Minutes)

CONSIDERATION OF 2017 BUDGET ADJUSTMENTS FOR HEALTH AND HUMAN SERVICES – Shannon Otten

Shannon Otten presented 2017 Budget Adjustments for Health & Human Services. Shannon covered several key figures from the budget adjustment, and noted that more specific numbers are included in the spreadsheets adjoining the budget adjustment memo.

After questions were answered, Supervisor Van Dixhorn moved and Supervisor Nelson seconded to approve the 2017 Budget Adjustments for Health and Human Services and to forward this request to the Finance Committee for their consideration. Motion carried unanimously.

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES PROFESSIONAL (MENTAL HEALTH CASE MANAGER) – Nick Larkin

Nick Larkin presented a Vacant Position Request for a Human Services Professional (Mental Health Case Manager) and explained the necessity of filling the position.

Supervisor Epping moved and Supervisor Hoffman seconded to approve the Vacant Position Request for a Human Services Professional (Mental Health Case Manager). Discussion ensued, questions were answered, and the motion carried with Supervisor Baumgart voting "nay."

REVIEW AND APPROVE VOUCHERS

Supervisor Epping 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

None.

ADJOURNMENT

At 10:16 a.m., Supervisor Epping moved and Supervisor Nelson seconded to adjourn the February 21, 2017 Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Schaefer
Recording Secretary

Jacob Van Dixhorn
Committee Secretary

Minutes Acceptance: Minutes of Feb 21, 2017 8:45 AM (Approval of Minutes)

Attachment: Out-of-State Travel Request - Karlyn Raddatz and Starrlene Grossman (4203 : Out-of-State

Karlyn Raddatz – Health Services Manager
Division of Public Health
Health and Human Services Department

Public Health
Sheboygan County
Division of Public Health

February 16, 2017

TO: Health and Human Services Committee

FROM: Karlyn Raddatz, Health Services Manager

RE: Consideration of out of state travel

Sheboygan County Division of Public Health was awarded two Emergency Preparedness Training and Conference scholarships to attend the Public Health Preparedness Summit April 25-28, 2017 in Atlanta, Georgia. There are a number of reasons that participation at the Public Health Emergency Summit for 2017 should be considered:

The goal of having two HHS-DPH staff attend the Public Health Preparedness Summit is to gain current information, research findings, and practical tools to enhance Sheboygan County Health and Human Service's capabilities to plan and prepare for, respond to, and recover from disasters and other public health emergencies.

The WI Division of Public Health – Emergency Preparedness offer scholarships to provide the opportunity to enhance public health preparedness throughout Wisconsin. The NACCHO Preparedness Summit delivers opportunities to connect with colleagues, share new research, and learn how to implement model practices to enhance capabilities to prepare for, respond to, and recover from disasters that are unmatched in their ability to provide a local and national perspective on Public Health Emergency Response.

- All of the information learned will be brought back and applied to our emergency preparedness plans. The plans that DPH writes are not DPH level emergency preparedness plans, but are plans for the entire community. For example—a priority area for the nation, state and local health departments last year was Volunteer Management. Although the DPH EP group took the lead on working with United Way and updating that plan, it is a plan that will be utilized for our larger HHS, hospital systems, fire departments, law enforcement, EMS, when spontaneous volunteers present.

- The Public Health Preparedness Summit is unmatched in its ability to provide a local and national perspective on Public Health emergency response. Unlike some other program areas such as Maternal Child Health or Communicable Disease which hold annual statewide conferences the Wisconsin Emergency Preparedness program does not offer a state conference that focuses specifically on Public Health Emergency Preparedness. This is unfortunate as it is an expectation of taxpayers and the federal government that Public Health is prepared to respond to the needs of its community in the event of an emergency. The Preparedness Summit is the premier national conference in the field of public health and healthcare preparedness and one of the only cross-disciplinary learning opportunities to address issues such as preparedness planning and collaboration around emergency response.

- Participation in the 2016 EP Summit was instrumental in increasing awareness and confidence regarding Public Health Emergency Planning for staff members that attended. Participation in the "Roadmap to Ready" mentorship program gave Starrlene an opportunity work all year last year with a mentor from the conference. That mentorship opportunity has resulted in implementation of best practice policies and updates to the current Public health Emergency Plan. Since that EP Summit the Emergency Preparedness program has restructured and has made a lot of strides towards improving staff engagement and understanding of emergency preparedness overall. Without that

training the things that were accomplished would not have been possible as the breakout sessions and learning that took place were instrumental preparing the Emergency Preparedness Coordinator for practice.

I am requesting approval for work time and expenses to participate in this Summit for Starrlene Grossman and Karlyn Raddatz. The following expenses are expected (per staff):

Conference registration:	$695 (includes early bird registration and group rate)
Hotel accommodations:	$552 (staff will share accommodations)
Airfare:	~$500 (estimated)
Total:	~$1587

Each staff member has been awarded $2160 to cover expenses related to registration, hotel accommodations, and transportation. Other expenses related to meal reimbursement are also anticipated.

Your consideration and approval of this request will be greatly appreciated.

KAR:kar

Attachment: Out-of-State Travel Request - Karlyn Raddatz and Starlene Grossman (4203 : Out-of-State

SHEBOYGAN COUNTY
WISCONSIN

Karlyn Raddatz – Health Services Manager
Division of Public Health
Health and Human Services Department

Public Health
Sheboygan County
Division of Public Health

February 16, 2017

TO: Health and Human Services Committee

FROM: Karlyn Raddatz, Health Services Manager

RE: Consideration of out of state travel – Supporting information in alignment with Objectives of Summit in relation to application for HHS

1. Identify current priority areas in public health and healthcare preparedness at the local, state, tribal, and national levels;
   - By June 2017, the Division of Public Health Emergency Preparedness (DPH EP) staff will develop and implement a training plan for DPH staff on the capability priority areas.
     HHS staff attending will specifically attend breakout sessions that address local gaps in deliverables for the budget period. To include: Volunteer Management, Non-Pharmaceutical Interventions, Medical Surge, and Fatality Management.
2. Identify current priority areas in public health preparedness resilience and recovery, at the local, state, tribal, and national levels;
   - In 2017, DPH EP will meet quarterly with HHS EP to update and involve HHS EP in the current initiatives and gaps that are working towards being closed.
     Participation will improve opportunities to build resilient community programs that are effective in recovery from disaster and best practice for involving staff of all levels and disciplines in emergency preparedness and response requirements.
3. Describe emerging practices and theories that can be applied to improve community preparedness and community resilience at the local, state, tribal, and national levels;
   - Staff attending summit will bring back two new "Best Practice" strategies to address gaps that we are not currently addressing within HHS or community. These strategies will be implemented within the budget period of July 2016-June 2017 and continue through budget period 6.
     For example—after attending the EP Summit last spring, a staff member learned about Project Public Health Ready from NACCHO- this is a tool for best practice related to emergency planning and exercising. Since learning more about this tool the EP Workgroup for DPH has been restructured to improve Workforce Development and Exercising on emergency response within the Division. This tool is also being used as a model to guide updates to the Sheboygan County Public Health Emergency Plan.
4. Assess key resources and tools that will enhance or sustain professional work or volunteer role in planning for, responding to, and recovering from disasters and other public health emergencies;
   - By June 2017 DPH EP will work with community partners develop to a Point of Dispensing (POD) plan for medical distribution to critical infrastructure (fire fighters, law enforcement, health care providers etc.) during an emergency so that operations can be maintained and the community can be served more effectively.
     This objective specifically relates to our current budget period capability on medical distribution and countermeasures. Currently there is no plan for the medical care to critical infrastructure.
5. Identify opportunities to engage with local stakeholders on guidance and policy issues that will impact state and local preparedness.

Telephone (920)-459-6400
or 1-(800)-596-1919
Facsimile (920) 459-0529
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Health and Human Services Building
1011 North 8th Street
Sheboygan, WI 53081

Public.Health@sheboygancounty.com
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- By June 2017, DPH EP will engage community partners in collaborative participation in the region 7 Healthcare Emergency Response Coalition (HERC) exercise plans.
  Potential partners to engage with include: schools, long term care facilities, home health, coroner/ME, faith-based organizations, volunteer organizations, health and human services board

Current Grant Objectives:
The 15 target capabilities outlined in the CDC's *Public Health Preparedness Capabilities: National Standards for State and Local Planning* and the Wisconsin Hazard Vulnerability Assessment, provide the foundation for statewide public health emergency planning. Each year state and local public health agencies evaluate the status of their planning efforts by completing the Capabilities Planning Guide (CPG) assessment. This assessment identifies areas of strength and potential areas for improvement allowing Local Public Health Agencies (LPHAs) to prioritize planning, funding, and programming. Wisconsin is in the third year of a five year cooperative agreement with CDC for preparedness planning. Each year during the five-year cooperative agreement, Wisconsin identifies three capabilities to be addressed statewide.
Based on the results of the annual CPGs and guidance from the Wisconsin Public Health Preparedness Advisory Committee, the four focus capabilities for budget period four will be:

- 5-Fatality Management *(CDC)*
- 10-Medical Surge *(CDC)*
- 11- Non-Pharmaceutical Interventions (CDC)
- 15-Volunteer Management *(CDC)*

Wisconsin's Public Health Emergency Preparedness (PHEP) Program considers CDC's Tier 1 capabilities the foundation for building the remaining capabilities over the five-year period LPHAs should address the additional capabilities in their daily, local public health functions and practices as well as in routine planning and response. Medical Countermeasures Dispensing , Medical Material Management and Distribution, Public Health Laboratory Testing and Public Health Surveillance and Epidemiologic Investigation are considered core public health functions that will be maintained throughout the cooperative agreement.

KAR:kar

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PREPAREDNESS SUMMIT

APRIL 25 - 28, 2017 • ATLANTA GEORGIA

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Announcements

2017 Preparedness Summit Registration Now Open

Registration for the 2017 Preparedness Summit is now open. Save $100 by registering before February 14, 2017. Visit the

About

As public health professionals looks towards the next two decades, one thing is certain, the world will not look the same as it does today. Our changing environment, technological innovation and increasing population density in urban areas are just some

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Registration page for more information. Read more

of the driving forces that will test our ability to take actions to prepare, respond, and recovery from disasters. The focus of the 2017 Preparedness Summit is to explore the factors driving change in our world, analyze how they will impact the future of public health preparedness, and identify opportunities we have *today* to drive action toward meeting our future needs. Read more

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