BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING
EOC & Virtual
March 24, 2022

DRAFT:
Subject to change at the next BCDHS meeting

Board Members Present: Larry Fickbohm (arrived at 4:10 p.m.), Marty Milanowski, David Zepczyk (phone), James Crandall (phone), Stephanie Defoe Haskins (virtual), Susan Rosa (virtual)

Board Members Not Present: Jeremy Oswald, Lona Schmidt

Others Present: Elizabeth Skulan, Mary Anich, Stephanie Eder (virtual), Tom Croteau, Jeanine Spuhler, Sarah Traaholt, Pat Daoust

Call to Order and Introductions
Crandall called the meeting to order at 4:00 p.m. and introductions were made.

Opportunity for Public Comment
No Public Comment

Discussion and Possible Action – Review of the December 7, 2021, Meeting Minutes

Motion by Milanowski, second by Haskins-Defoe to approve the December 7, 2021, meeting minutes as presented. Motion passed.

Review of the February 24, 2022, Meeting and place on file
Meeting notes were reviewed and placed on file.

Program Presentation – Aging & Disability Services Section, Pat Daoust, Transit Manager, Bay Area Rural Transit, (BART) Door2Door Transportation Program

The Bayfield County Door2Door Transportation Program has launched. Door2Door is a Bay Area Rural Transit (BART) van service that provides public transportation from a person's door in Bayfield County to another location in Bayfield County, the City of Ashland, or the City of Hayward and back. Normal operating hours are 8:00 to 6:00 p.m. Monday thru Friday, requests for other times or days may be approved. Van is handicap accessible. Service is available to anyone.

Daoust reports a slow start. BART is increasing outreach by putting ads in area papers, attending the home show in Ashland, and distributing magnets with Door2Door information printed on them. Informational brochures have been delivered to area libraries, hospitals and clinics. Riders who have already used the service have expressed their appreciation for this additional transportation option.

Rates are based on the distance of travel. Milanowski asked if rates will rise now that gas prices are increasing. Daoust stated that rates are set in December for the year.

Crandall asked how this is different than the Blue Goose. Daoust replied this is not an on-demand service and it is available throughout Bayfield County. Same day bookings may be declined. Reservations must be made in advance.

Monthly Section Reports

Aging & Disability Services – Carrie Linder
Linder is out of the office. Skulan presented her report.

Linder reviewed data regarding financial exploitation in the last year. Eleven referrals were made in Bayfield County for financial abuse of seniors. Seven were perpetrated by family, three were online scams, and one was conducted to a paid caregiver. The total amount of money lost was $92,700. Only seven of these cases were referred to law enforcement. Some seniors refuse to support criminal charges due to embarrassment or because they do not want family members charged with a crime.

Senior congregate meal sites will all be open by the end of March. Carolyn Novak has trained thirty volunteers who will assist at the meal sites.

Family Services – Mary Anich
December and January were busy months. Due to staffing issues only Social Workers Richard Kamm and Ashley Miller were available to provide on-call. This was taxing for Kamm and Miller, but their efforts were much appreciated.

DHS has been meeting with staff from the Washburn schools. The schools have noticed an increased need for behavioral health services. There has been a marked increase in serious behaviors with middle school students, particularly girls.

Lindsey Friedrich, Behavioral Health Case Manager, resigned in December. Fredric moved back to Southern Wisconsin to start a professional therapy practice.

The Youth Justice position was filled by Traci Olson in December. Olson has since resigned. Her last day will be March 25, 2022. Olson is returning to her former position with the Department of Corrections, in Probation and Parole.

August Gordon joined Family Services in December as a Behavioral Health Case Manager. Gordon will be transitioning to the Youth Justice Coordinator position vacated by Traci Olson.

Evan Maki was hired as a Behavioral Health Case Manager. Maki will join the team on April 4, 2022.

Family Specialist, Presley Nuutinen, resigned. Nuutinen was completing her bachelor's degree and an internship with CCS in Ashland while working full-time with Bayfield County. Nuutinen decided she needed to focus more on her studies.

Val Gurske-Westlund was hired to replace Nuutinen as the Family Specialist. Gurske-Westlund was a former Jail employee.

Foster Care Coordinator, Briana Aldaba, started with Bayfield County on Feb 7, 2022. Aldaba is quickly acclimating herself to the program.

One Behavioral Health Case Manager position is still vacant. DHS is working towards transitioning behavioral health social workers and case managers from the Family Services Section to the Comprehensive Community Services (CCS) Section.

Anich attended a Compassion Fatigue course with several other Bayfield County employees in February.

Support Services – Stephanie Eder

Eder reported the Support Staff team is fully staffed. Ashley Bayliss was hired as a part-time receptionist. Department of Vocational Rehabilitation (DVR) Intern, Stephanie Kent-Wargin, was also hired by Bayfield County for a 90-day clerical internship.

Eder attended the Management Meeting to review the Carlson Dettmann Wage Analysis.

Working with Kathy Wolfram-Moran on year-end Children's Long-Term Service (CLTS), Children's Community Options Program (CCOP) and Birth-to-3 reconciliation reports for the State. Wolfram-Moran completed the final 2021 Greater Wisconsin Area Aging Resources (GWAAR) claim.

Wisconsin Medicaid Cost Reporting (WIMCR) pick-up session for CY2020 was completed. CY2021 WIMCR will begin in April.

Eder has been in touch with several counties to find a replacement for the Human Service's accounting system known as Visual Wissis. There are very few options that meet all the requirements.

Several Support Staff team members have been taking some well-deserved vacation time.

Economic Support Services – Jeanine Spuhler
Attendance in the Economic Support section was adversely affected by illness this past month. Staff work from home if they are able.

Interviews for two vacant positions are scheduled next week.

The annual desktop monitoring for the Wisconsin Home Energy Assistance Program (WHEAP) is complete. The state reviews heating applications for accuracy, complete and concise notes, and other compliance criteria. Economic Support staff met with state staff for training and technical assistance.

BadgerCare and FoodShare will be unwinding the pandemic policies in July.

Comprehensive Community Services (CCS) – Tom Croteau
Croteau reported the current case load is forty-one participants. New referrals continue to be made as well.

DHS is recruiting for a new CCS Service Facilitator position. Croteau is monitoring current staff workloads to prevent burnout.

Memorial Medical Center's Behavioral Health unit approached the CCS team to resume presentations about the CCS program to patients. Despite the current workload, staff will be presenting monthly on a rotating basis. It is important to maintain positive relationships with community partners.

Administration of The Community Support Program (CSP) is contracted to Northland Counseling. Currently there are nine active participants. Croteau meets with Northland Counseling monthly to monitor program service and participants.

Croteau reported the transition of Behavioral Health staff from Family Services to CCS has begun. Croteau is searching for a provider who can complete substance abuse screens.

Croteau reported long-term CCS participants were asked what life would look like without CCS. Participants had similar answers. They want to build connections and relationships and eliminate individuals who are paid to be in their lives. CCS teaches participants skills and increases their confidence and ability to develop these relationships.

Rosa complimented staff.

Monthly Reports
Monthly Financial and Training reports were reviewed and placed on file.

Resignation – Mark Ludeking
Citizen Member Mark Ludeking resigned from the DHS Board. Ludeking was the citizen representative from the City of Bayfield and surrounding areas. DHS is currently searching for another citizen member from the City of Bayfield or surrounding areas interested in an appointment to the DHS Board.

Discussion and Possible Action – Appointment of Cecelia Webb to the Comprehensive Community Services (CCS) Coordination Committee
Webb has completed an application to serve on the local and regional Coordination Committees. Her application was vetted by the County Administrator. The CCS Coordination Committees are required to include at least 31% participant members. Webb meets the participant requirement and can replace a vacancy left by Andrew Austin. recommended Webb is recommended for an appointment to the committee.

Motion by Rosa, second by Milanowski, to approve Cecelia Webb to the local and regional Comprehensive Community Services Coordination Committees. Motion passed.

Process to Notify Department of Inability to Attend DHS Board Meetings
DHS Board members should call 715-373-6144 or e-mail DHS at baycodhs@bayfieldcounty.wi.gov, if unable to attend a scheduled meeting. This helps determine if there will be a quorum at the meeting and ensures business can be conducted and formal action taken at the meeting.

Discussion and Possible Action –
Due to federal requirements of partner organization Bay Area Rural Transit (BART), The Door2Door (D2D) Transportation Project is open to all citizens of Bayfield County. The co-payments for the program can be prohibitive to residents who have mobility limitations caused by age, disability, or income. S85.21 funds specifically target these populations. To help address this, DHS has developed a policy for review and approval. Co-payments for individuals who apply and are approved for a waiver will be billed to DHS and paid with S85.21 transportation funds. Linder takes the calls, reviews the questions and responses, then determines if the fees will be waived.

Rosa requested that the policy be modified to allow for a partial waiver as well as a full waiver of fees for riders. The policy will be modified and presented at a later date.

Motion was tabled for revision.

Discussion and Possible Action –
The on-call policy included in the Bayfield County Personnel Policies and Procedures Manual is not competitive compared to other counties in the region. Options and recommendations for change were presented. The DHS Board reviewed the options and decided on a recommendation.

Motion by Milanowski, second by Fickbohm, to recommend the following changes: 1.) increase on-call pay from $1.50 to $2.00 per hour;2.) increase minimum compensatory time accrued for phone calls from one-half hour to one hour, allowing for only one minimum in a 60 minute period; and 3.) establishing a three hour minimum of compensatory time for a mobile response. Further, that these recommendations be presented to the Personnel Committee at their April 7, 2022, meeting. Motion passed.

Discussion and Possible Action –
A budget resolution was presented to allow DHS to transfer Aging and Disability Resource Center of the North (ADRC-N) Contingency funds to the new fiscal agent, Ashland County Health and Human Services Department.

Motion by Fickbohm, second by Milanowski, to approve the resolution to transfer the Aging and Disability Resource Center of the North (ADRC-N) Contingency Fund to New Fiscal Agent and recommend its approval to the full County Board. Motion passed.

Other (Informational Items)

A. Email appreciation, Family Specialist Valerie Gurske-Westlund

Future Meetings

A. Due to a conflict with the next County/Tribal meeting, the April 28, 2022, DHS Board meeting was moved to Tuesday, May 3, 2022, at 4:00 pm.
B. May 26, 2022
C. June 23, 2022 (this meeting will be held in the County Board Room and will include the Public Hearing on the 2023 DHS Budget and Opportunity for Comments Regarding Bayfield County's Policies and Procedures for Equal Opportunity Employment, Service Delivery, and Language Access)

Crandall Adjourned the meeting at 5:18 pm.

Submitted by Sarah Traaholt, Clerk III