

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

January 23, 2020

Board Members Present: Kent Seldal, Jim Crandall, Larry Fickbohm, Susan Rosa, Lona Schmidt, Jeremy Oswald

Board Members Excused: Tom Gordon, George Newago

Others Present: Elizabeth Skulan, Nikki Revak, Carrie Linder, Jeanine Spuhler, Heather Gilbertson, Kristin Opperman, Mark Ludeking, Cheryl Hanson

Call to Order and Introductions

Crandall called the meeting to order at 4:00 p.m.

Review of the September 26, 2019 Meeting Minutes

Motion by Rosa, second by Schmidt, to approve the minutes as presented. Motion passed.

Public Comment – Limited to 3 minutes per person

none

Notice of resignation from DHS Board, Aimee Kauffman- Kaufman notified DHS on November 2, 2019 that she and her family were moving to Montana on November 18, 2019. She is no longer able to serve on the DHS Board.

Opportunity for introduction and short presentation from citizens interested in filling the City of Bayfield area citizen member appointment, if present – Stephanie Haskins & Mark Ludeking. – Two applications were submitted for a new DHS Board member for the City of Bayfield or surrounding area. Applicants Stephanie Haskins and Mark Ludeking were invited to the January meeting to formally introduce themselves and speak about their interest in serving on the DHS Board.

Presentation from Kristin / Carrie

A Functional Screen is completed with each child referred to the Children Long-term Support (CLTS) Program. If eligible, the case manager and family develop a service plan. The goal of the program is to keep the child with family in the community. Services can include: Adaptive aids, service coordination, communication aids, in-home treatment therapy, daily living skills training, day services, respite care, home modifications and/or supportive home care.

Kristin has a caseload of 30 children and 8 more children are on a waitlist. Four teens will age out in 2020 and transition to adult services. Kristin is at the capacity. Carrie has spoken with Forward Horizons about contracting for case management. This would allow children to come off the waiting list and receive services. Carrie's goal is to enroll all kids on the waitlist by the end of 2020.

On January 1, 2020 the Bureau of Children's Services implemented the Deciding Together Guide. This establishes the format for families and Kristin to work together to determine the

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best options to meet goals identified for a child. The annual allocation must be used to meet the needs of all 30 families. Since the child's needs are tied to their disability, HIPPA guidelines must be followed and releases of information must be obtained to allow Kristin to speak with service providers on a child's service plan.

See the Wisconsin Children's Long-Term Support Medicaid Waiver Programs Handout and Deciding Together Guide for additional information.

Monthly Section Reports

Support Services – Nikki Revak

- Thank you to the board for closing the county down on Martin Luther King Day for training. It was nice to not have to cover county phones and front desk, so all of Support Staff could participate.
- We started the day off with an All staff meeting and breakfast provided by the managers.
- Reminder that we are working in two fiscal years 2019 and 2020
- Sarah Copp – Clerk I gave notice while Revak was on vacation. Sarah's last day was January 10, 2020. Applications were reviewed four candidates were interviewed on Tuesday 21, 2020. Hopefully someone will be hired soon.

Family Services – Cheryl Hanson

- Two staff and Hanson attended and completed the state training in Hayward on Tuesday January 21, 2020. The training was for a total of six days. It validated that the current processes used result in a reduction of out of home placements.
- Family Services received a Targeted Safety Support Funds (TSSF) grant for \$14,000. The funds will be used to support housing, transportation, daycare and safety plans for families.
- There has been an increase in emergency detentions and child protective services reports.
- Next week Family Services staff will cover access and on call for Red Cliff Indian Child Welfare (ICW) staff while they are at conference.
- The AODA Social Worker position is not filled. The position has been vacant since May.
- Jordan Virshek -Comprehensive Community Services Registered Nurse gave notice. Her last day was January 10, 2020.
- Laura Westerlund -Family Specialist resigned and accepted the Birth to Three Coordinator position.
- It was noted that The AODA Social Worker position is eligible for Student Loan Forgiveness.

Economic Support – Jeanine Spuhler

- We welcomed two new Economic Support Specialist last month. Candace Kraft and Mary Hamel were hired in December and are attending new worker training so that they will be able to determine eligibility for public assistance benefits.

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- Jeanine is currently working with the state to complete annual Desk Top Monitoring for the Wisconsin Home Energy Assistance Program. The state is reviewing case files to ensure program compliance and payment accuracy.
- All members of the section recently completed state training about the new requirements for Badger Care Plus childless adults. Policy changes effective February 1, 2020 include: monthly premiums for members with income over 50% FPL; a period of ineligibility for nonpayment of monthly premiums; a treatment needs question as a condition of eligibility; and a voluntary health survey that may reduce the monthly premiums.

Aging & Disability Services – Carrie Linder

- We are working in two different fiscal years, wrapping up vendor contracts and closing reports from last year.
- The CLTS and Birth to Three Programs are undergoing file reviews.
- Kristin will teach Laura Westerlund how to complete gather the information required for reviews and how to upload then to the state system.

Monthly Reports

Monthly reports reviewed and placed on file.

- A. Financial
- B. Training

Discussion and Possible Action

DHS Resolution 2019-07 Budget Adjustment to reimburse DHS for 2018 funds expended on behalf of the Aging and Disability Resource Center of the North (ADRC-N) by transfer of funds from the ADRC-N Contingent Fund. Resolution has changed,

DHS Resolution 2019-07 Budget Adjustment – DHS has not yet been reimbursed from the Aging and Disability Resource Center of the North (ADRC-N) Contingent fund for an overage of regional ADRC-N expenses in 2018. Bayfield County, as Fiscal Agent for the ADRC-N holds, but does not own the ADRC-N Contingent Funds. In the past, it was sufficient to provide a copy of the ADRC-N Governing Board minutes authorizing the transfer of funds. However, this year, after many months of seeking reimbursement locally, it was determined that the County Clerk’s Office want a DHS budget adjustment to transfer the funds. This resolution was developed to meet that new requirement.

Motion by Fickbohm second by Seldal, to approve the DHS Resolution 2019-07, Request for Budget Adjustment, Motion passed.

Discussion and Possible Action

Reappointment of Karlan Williams to the Bayfield County local and Regional Comprehensive Community Services (CCS) Coordination Committees - Karlan’s term expired. She expressed an interest in an appointment for another term. The state requires family members and/or

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advocates members be included and appointed to the CCS Coordinating Committee. Karlan serves in this capacity.

Motion by Oswald, second by Fickbohm to approve the reappointment of Karlan Williams to the Bayfield County local and Regional Comprehensive Community Services (CCS) Coordination Committee. Motion passed.

Discussion and Possible Action

Department of Transportation (DOT) 85.21 Specialized Transportation Annual Application 2020, Carrie Linder

A copy of the application was included in the board packet. A Public Hearing was held December 2, 2019 by the Aging and Disability Advisory Committee. The committee reviewed and approved the application and it was submitted to meet the application deadline. However, the DOT is aware that the application is subject to change based on DHS Board review. No changes were made to the plan.

Motion by Schmidt, second by Oswald to approve the DOT 85.21 Specialized Transportation Annual Application 2020. Motion passed.

Discussion and Possible Action

Aging and Disability Resource Center of the North (ADRC-N) Funds Request – Skulan provided a status report. The state provided an additional \$100,000 for to the ADRC-N. It is uncertain if this is all for regional operations or if \$40,000 of the funds must be provided to Iron County for their local branch office operations. Still waiting for this information from the state. A meeting will be scheduled in early 2020 with the state to discuss funds for that fiscal year.

No Motion Needed.

Building and DHS Structure Changes - A request for proposal was issued in November for remodeling to occur in DHS. The space behind the current office used by Aging and Disability Services staff will be made into usable office space. That project should begin January 29, 2020. The Comprehensive Community Services (CCS) staff will move into the new offices. The space will house four offices. Construction should be completed in 60 days.

DHS Advisory Committee Openings –

There are currently openings for a citizen member to the Governing Board of the ADRC-N due to the resignation of Dick Compton. This position must be filled by someone who represents one of the target populations of: frail elderly or adults with a physical or intellectual/development disability, their family members, guardians, or advocates. Preference may be given to an applicant who meets the requirement for a physical disability. There is a vacancy on the Comprehensive Community Services (CCS) Coordinating Committee due to the resignation of Linda Jorgenson. This appointment calls for a service provider, family member, guardian, advocate, or interested citizen of individuals with mental health or substance use

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disorders. Susan Davis recently submitted her resignation from the Family Services Advisory Committee, resulting in a vacancy. Finally, Suzanne Rooney submitted her resignation from the Aging and Disability Services Advisory Committee. All vacancies are posted on the website.

Superior Days 2020

One of the legislative issues chosen for the 2020 Superior Days event relates to Human Services and access to adequate mental health care. A copy of the draft issue was included in the packet. Cheryl and Peppy will be attending Superior Days this year.

Follow Up Report on 2018 Audit Findings – Clients’ Rights and Grievances training was completed by all employees. DHS is now in compliance.

Other (Informational Items)

- A. Laura Ungar, “**State Border Splits Neighbors into Medicaid Haves and Have-Nots**”, *Kaiser Health News*, Kaiser Family Foundation, October 1, 2019
- B. E-mail recognizing performance of support staff Nina Bucher

Future Meetings

- A. February 27, 2020
- B. March 26, 2020
- C. April 23, 2020

Adjournment at 5:23 p.m.

Submitted by Heather Gilbertson, Clerk II