

**BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING**

**EOC**

**August 19, 2021**

**Approved at the 9/23/2021  
BCDHS Board meeting**

**Board Members Present:** Marty Milanowski, David Zepczyk, Lona Schmidt, Jeremy Oswald, Jim Crandall, Mark Ludeking by phone, Stephanie Defoe Haskins by Teams

**Board Members Not Present:** Susan Rosa, Larry Fickbohm

**Others Present:** Elizabeth Skulan, Stephanie Eder, Tom Croteau, Heather Gilbertson,

**Call to Order and Introductions**

Crandall called the meeting to order at 4:03 p.m.

**Opportunity for Public Comment**

None

(Limit 3 minutes please.)

No Public Comment

**Discussion and Possible Action** – Review of the July 22, 2021, meeting minutes

Motion by Milanowski, second by Schmidt to approve the July 22, 2021, meeting minutes as presented.  
Motion passed.

**Program Presentation – Juvenile Intake and Youth Justice in Bayfield County, Family Services Social Worker Richard Kamm**

Postponed

**Monthly Section Reports**

**Support Services – Stephanie Eder**

- Accepted a resignation from Sam Smith who is going back to school for a degree in Social Work.
- Accepted a resignation from Alannah Belanger who accepted a position with Criminal Justice.
- Completed the Budget. However, once complete, was notified by County Clerk’s office that changes will need to be made due to projected increases in wages and health insurance costs.
- Due to turnover in Support Section, Kathy Wolfram-Moran and Stephanie Eder will not be attending the annual Financial Manager Meeting.

**Family Services – Skulan for Mary Anich**

- While the number of referrals have decreased, new referrals are significantly complex. This trend is not unique to Bayfield County.
- Staff are preparing to attend training on the Youth Assessment Screening Instrument (YASI) for the Youth Justice Program.
- That state of Wisconsin is preparing for transition to a Family First model of child welfare. This Federal Law will be implemented in Wisconsin in October 2021. County and States need to make every effort to insure children are not removed from homes.
- Behavioral Health Social Worker, Isabel Gregersen resigned, her last day worked was July 15, 2021.

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- A placement in Wisconsin has been identified for a youth with complex needs.
- Staff is investing many hours on securing a placement for an adult with a complex history of substance issues and health issues.

**Economic Support – Skulan for Jeanine Spuhler**

- IM workers issued \$175,000 to local fuel vendors through the Summer Fill Program. The primary objective of the Summer Fill Program is for customers to start the heating season with full fuel tanks.
- Facilitated a transfer of Andrea Fisk over to Ashland County Economic Support.
- Worked with Child Support on a Good Cause case. A Good Cause exception can be granted when more harm than good could come to a child while seeking child support. Good Cause was approved.
- Workloads have increased as we return to pre-pandemic procedures.

**Aging & Disability Services – Skulan for Carrie Linder**

- The current rise in COVID19 and the Delta variant cases has postponed the opening of additional congregate meal sites.
- Hayley Weyers first day as the Youth Support and Service Coordinator was August 04, 2021.
- The Birth to Three staff team was fully staffed. However, Physical Therapist Janet Sternat, who has worked in the program for many years, just submitted her retirement notice.
- Aging and Disability staff provided a table at the Bayfield County fair. They were surprised how many people from the Duluth/Superior area attended the fair and stopped by the table.
- Workers are seeing an increase in complex cases.

**Comprehensive Community Services (CCS) – Tom Croteau**

- Accepted a resignation from Natalie Fellows. Fellows is going back to school to complete her Master's in criminal psychology. Fellow's last day was August 12, 2021.
- Stephanie Tutor accepted an offer of employment as a CCS Service Facilitator. Stephanie will be filling the vacancy left by Natalie Fellows. Tutor starts August 30, 2021. Tutor comes to Bayfield County from Ashland County, where she was also employed as a Service Facilitator.
- Val Levno, CCS Administrator, has been trying to increase the number of CCS vendors in the region. A new vendor, Innovative Services of WI has hired one employee and is beginning to provide services.
- Continues to provide outreach in the community to provide education about the CCS program.
- Has been connecting with law enforcement and various service providers.
- CCS is sponsoring a recovery event with Voices of Recovery.
- Has been collaborating with Northland Counseling who administers the Community Services Program (CSP). Croteau is attending monthly staffing to discuss cases. CSP currently has nine participants and is continuing to grow.
- CCS currently has 28 participants and continues to grow.
- Received notice that Bayfield County was approved for a \$20,000 grant to help cover room and board costs that Medicaid does not cover.

**Monthly Reports**

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

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**Discussion and Possible Action** – Review and Approval of the DHS 2022 Annual Budget.

The budget was based with a zero percent increase as directed. The budget includes annual staff wages and fringe increases. The County Clerk’s Office notified Eder today it was necessary to increase wage and fringe line items in the budget. A request was made to approve the budget contingent upon changes made by the County Clerk’s Office. Once the changes have been made, the DHS 2022 Annual Budget will be modified to balance the budget.

Motion by Milanowski, second by Schmidt to approve the DHS 2020 Annual Budget, contingent on changes made by the County Clerk’s office to projected increase of wages and increase in health costs. Motion passed.

**Discussion and Possible Action** – Re-appointment of Tom Mittelstaedt, consumer member to the Comprehensive Community Services (CCS) Local and Regional Committees.

Motion by Schmidt, second by Milanowski to approve the re-appointment of Tom Mittelstaedt. Motion passed.

**Discussion and Possible Action** – Seeking support to petition a 2021 start date for the approved Aging Coordinator Position.

Skulan sought support from the DHS Board to submit a request to hire the position in 2021 to the County Administrator and Personnel Committee. Skulan reported there would be adequate funds in the DHS budget in 2021 to support hiring the Aging Services Coordinator position in 2021. The position will be funded from January 1, 2022 to December 31, 2025 with American Rescue Plan Act (ARPA) funds. As of January 1, 2026, the position will be included in the DHS budget.

Motion by Milanowski, second by Zepczyk to approve the request to recommend a 2021 start date for the approved Aging Services Coordinator position to the County Administrator and Personnel Committee. Motion passed.

**Discussion and Possible Action** – Review and approval of Narcan Policy.

Croteau reported some Bayfield County staff would like to carry Narcan due to the increasing number of overdoses in our communities. Croteau and Skulan worked with the County Administrator, Public Health, Essentia Health, and Corporation Counsel to develop a policy designed to minimize risk to both Bayfield County and any employees willing to carry Narcan.

Motion by Milanowski, second by Zepczyk to approve the Narcan Policy. Motion passed.

**Other (Informational Items)**

- A. Thank you notes to staff.

**Future Meetings**

- A. September 23, 2021
- B. October 28, 2021
- C. December 7, 2021 – November/December Meeting

**Adjournment at 4:46 p.m.**

Submitted by Heather Gilbertson, Clerk II