

GREEN LAKE COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES

HEALTH & HUMAN SERVICES

571 County Road A

PO Box 588

Green Lake WI 54941-0588

VOICE: 920-294-4070

FAX: 920-294-4139

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FOX RIVER INDUSTRIES

222 Leffert St.

PO Box 69

Berlin WI 54923-0069

VOICE: 920-361-3484

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AMENDED Post Date: 9/13/17

The following documents are included in the packet for the Department of Health & Human Services Board held on Monday, September 11, 2017

Please note that location is the DHHS Board room, Room #1106 !!!!

We will be utilizing Security for entrance to this meeting also. So please go through Security and enter the meeting room through our Reception area.

Thanks

- September 11, 2017 DHHS meeting agenda 5:00 p.m.
- DHHS Draft Minutes – July 31, 2017
- July 2017 Behavioral Health Unit Report
- August Child Support Unit Report
- August Economic Support Unit Report
- July/August 2017 Health Unit Report
- August 2017 Environmental Health Report
- July 2017 Expense/Revenue Report



GREEN LAKE COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES

Office: 920-294-4070 FAX: 920-294-4139 Email: alcdhhs@co.green-lake.wi.us

Health & Human Services Committee Meeting Notice

Date: September 11, 2017 Time 5:00 PM

Green Lake County Government Center

571 County Rd A, DHHS BOARD Room #1106 Green Lake WI

AGENDA

Committee Members

Joe Gonyo,

Chairman

*Nick Toney, Vice-
Chair*

Brian Floeter

John Gende

Nancy Hoffman

Harley Reabe

Tom Reif

Richard Trochinski

Joy Waterbury, Secretary

Kindly arrange to be present, if
unable to do so, please notify our
office. Sincerely, Karen Davis,
Administrative Assistant

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 7/31/17
6. Closed Session under Wis. Stat s. 19.85(1)(a) deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body, and Wis. Stat. s. 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary date of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigation. The closed session specifically relates to the Department of Health and Human Services grievance policy and a consumer's grievance against a unit manager. The DHHS Board will hear the grievance in closed session due to state confidentiality laws and then go into executive (closed) session to deliberate."
7. Appearances:
8. Correspondence:
9. Veteran's Service Office Report
10. Advisory Committee Reports
 - Aging Advisory Committee – (Trochinski)
Meeting - Next meeting – September 21, 2017
 - Family Resource Council – Meeting September 11, 2017 (Trochinski)
 - ADVOCAP/Headstart Report (Gonyo)
 - ADRC Coordinating Committee – Meeting-
August 10, 2017 - Adams Co. (Gende/Waterbury)
11. Unit Reports
 - Fox River Industries (FRI)
 - Update regarding HVAC system for FRI
 - Update regarding Renegotiating Lease for building

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.



**GREEN LAKE COUNTY
DEPARTMENT OF HEALTH & HUMAN
SERVICES**

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12. Health & Human Services Budget 2017/2018
 - DHHS Expense/Revenue Comparison 2017
13. Committee Discussion
 - The Board May Confer With Legal Counsel
 - Future DHHS Meeting Date (October 9, 2017 at 5:00 p.m.)
 - Future Agenda items for action & discussion
14. Adjourn

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON MONDAY, JULY 31, 2017 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman
John Gende, Member
Harley Reabe, Member
Richard Trochinski, Member
Joy Waterbury, Secretary
Nancy Hoffman, Member
Tom Reif, Member

EXCUSED: Nick Toney, Vice Chairman
Brian Floeter, Member

OTHERS PRESENT: Jason Jerome, Director
Karen Davis, Administrative Assistant
Jon Vandeyacht, Veteran's Service Officer

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 5:00 p.m. by County Board Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Trochinski/Gende) to approve the agenda as printed. All ayes. Motion carried.

Review Proposed 2018 Budget: Jerome presented/explained the 2018 proposed draft budget summary. Jerome explained the proposed changes for each unit at present and the new format of the budget. (See attached.) Discussion followed.

Committee members will be provided a summary at a later date when the draft is completed.

Committee Discussion: No discussion.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be Monday, September 11, 2017 at 5:00 p.m. at the Green Lake County Government Center.

Future Agenda Items For Action and Discussion:

Adjournment: Gonyo adjourned the meeting at 5:30 p.m.

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON MONDAY, JULY 31, 2017 AT 5:30 P.M.

PRESENT: Joe Gonyo, Chairman
John Gende, Member
Harley Reabe, Member
Richard Trochinski, Member
Joy Waterbury, Secretary
Nancy Hoffman, Member
Tom Reif, Member

EXCUSED: Nick Toney, Vice Chairman
Brian Floeter, Member

OTHERS PRESENT: Jason Jerome, Director
Karen Davis, Administrative Assistant
Jon Vandeyacht, Veteran's Service Officer
Dawn Klockow, Corporation Counsel

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 5:30 p.m. by County Board Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Reabe/Trochinski) to approve the amended agenda as printed. All ayes. Motion carried.

Action on Minutes: Motion/second (Trochinski/Waterbury) to approve the minutes of the 6/13/17 Health & Human Services Board meeting as presented. All ayes. Motion carried.

Appearances: None.

Correspondence: None.

Veteran's Service Office Report: Vandeyacht reported regarding activities within the Veteran's Service Office. Vandeyacht explained the Veteran's proposed budget for 2018.

Advisory Committee Reports: Aging Advisory Committee Report: Trochinski reported regarding the July 19, 2017. (See attached.)

Health Advisory Committee: The meeting was held on July 12, 2017. (See attached.) Hoffman reported regarding the meeting.

Family Resource Council: The next meeting will be held September 11, 2017.

Advocap/Headstart Report: Waterbury reported regarding the July 20, 2017 meeting and programs that are available through ADVOCAP.

ADRC Coordinating Committee Report: The next meeting will be held on August 10, 2017 in Adams County.

Unit Reports: Administrative: Health & Human Services Billing Update: Jerome updated Committee members that billing continues on a regular basis. Discussion followed.

Resolution Relating to Deleting on Account Clerk Specialist Position and Creating a Financial Manager Position: Jerome presented/explained the proposed Resolution Relating to Deleting an Account Clerk Specialist Position and Creating a Financial Manager Position. Motion/second (Waterbury/Trochinski) to approve the Resolution Relating to Deleting an Account Clerk Specialist Position and Creating a Financial Manager Position. All ayes. Motion carried.

Aging/ADRC Unit: The report was in the packet. (See attached.)

Resolution Relating to Creation of new Multi-County Aging and Disability Resource Center (ADRC): Jerome presented/explained the Resolution Relating to Creation of new Multi-County Aging and Disability Resource Center (ADRC). Motion/second (Waterbury/Trochinski) to recommend approval of the Resolution Relating to Creation of new Multi-County Aging and Disability Resource Center (ADRC). All ayes. Motion carried.

Behavioral Health Unit: TAD (Treatment and Diversion) Grant Update: Jerome updated Committee members regarding the TAD (Treatment and Diversion) program. The TAD Coordinator position will be full-time with funds from the grant.

The Behavioral Health June 2017 report was distributed to Committee members. (See attached.)

Economic Support Unit: Child Care Performance Award: Jerome directed Committee members to the letter regarding the Child Care Performance Award.

Fox River Industries: Corporation Counsel Memos regarding FRI Building/Design Build concept and Legality of Improving a Leased Building: Jerome directed Committee members to the Corporation Counsel memos which were distributed last month for Committee review. Discussion followed. There was discussion regarding a lien on the building for improvements and different legalities of the lien.

Discussion followed regarding maintenance and repairs which are the responsibility of the leasee. Discussion followed regarding the various options available and what to do at this point.

Policies/Procedures Update: Copying Charges: Jerome presented the revised Copying Charges Policy for Committee review. Discussion followed. Motion/second (Waterbury/Reif) to approve the revised Copying Charges Policy. All ayes. Motion carried.

Purchases: Fox River Industries bids for HVAC system: The three bids were presented for the HVAC system at Fox River Industries.

Motion/second (Waterbury/Trochinski) to recommend to Property & Insurance approval of contracting with Berlin Heating & cooling for the HVAC system at Fox River Industries pending review of specifications by County Maintenance Supervisor and contingent on approval by the DSI board, with written permission to replace Moline heater equipment and recommendation to renegotiate lease for 10 years to cover the warranty period to protect the County's investment. All ayes. Motion carried.

Health & Human Services Budget 2017/2018: Request for Line Item Transfer: New Client Transportation Category: DOT Grant: New Transportation Category (IRIS): Jerome presented and explained the three Line Item Transfers: New Client Transportation Category; DOT Grant; and New Transportation Category (IRIS). Discussion followed. Motion/second (Reabe/Waterbury) to recommend approval of the three Line Item Transfers: New Client Transportation Category; DOT Grant; and New Transportation Category (IRIS). All ayes. Motion carried.

Committee Discussion: No discussion.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be Monday, September 11, 2017 **at 5:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion:

Adjournment: Gonyo adjourned the meeting at 6:58 p.m.

Behavioral Health Unit July 2017

Emergency Detentions as of 08/01/17

June (9), July (8)

Detox Fond du lac County (0)

Community Based Residential Facilities

9 Placements Total

Our House: (1 Resident June), 1 Resident July

Robert Berry House: (1 Resident June), 1 Resident July

Villa Hope: (2 Residents June), 2 Residents July

Winnebago Mental Health: (4 Residents June) 2 Residents July

Copper Leaf: (June 1 Resident) July 1 Resident

Contractual Services

Kent Berney PhD : Licensed Psychologist/Clinical Supervision for CCS, Crisis, AODA and Psychological Services: (32.5 hrs. May) **July 26.5**

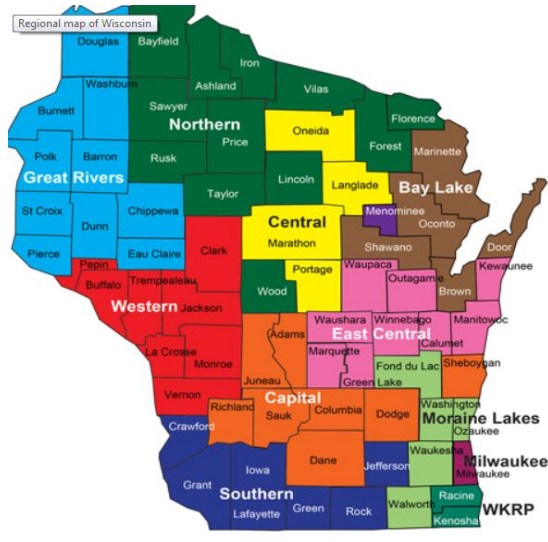
Shirely Dawson MD: Psychiatrist Medical Director (June 87) **July 66.5 hrs.**

Maria Baldomero MD: (15 Hrs June) **July 15 hrs**

Independent Evaluations (0)

Marshall Bales MD: (June 0) **July 1**

Robert Schedgick MD: **July 1**



Economic Support Unit Monthly Report

Operation Backpack was a success. 252 kids were provided school supplies for the upcoming school year. 118 Elementary students received athletic shoes. We collaborated with the Boys 'n' Girls Club again this year. The Boys 'n' Girls Club were able to provide the kids socks, underwear, and an outfit. The total funds raised this year to support Operation Backpack was \$7,720. \$4,470 were donations from the Green Lake County community. Operation Backpack continues to thrive with the support of the Green Lake County community.

The Unit is currently hiring for an Economic Support Worker. Job closes September 18th. Nyna Petraszak is starting a new adventure with a position with the ADRC in Green Bay. We wish her the best of luck in her new position.

Tis the season for a larger call volume in our Call Center. To prepare for this increase in calls each agency was asked to increase their Call Center time 15%. For Green Lake County, we have to put in an additional 9 hours per week.

Shelby Jensen
Green Lake County DHHS
Economic & Child Support Unit Manager



Child Support Unit Monthly Report

Child Support's performance standards continue to be on target. Green Lake County's Child Support agency is currently above the Balance of State's performance rate.

Goal set to have all Child Support files scanned into LaserFiche by December 31, 2018. IT and I will be working together on training of this system. Currently assessing the current scan flow that was in progress.

Shelby Jensen
Green Lake County DHHS
Economic & Child Support Unit Manager

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July/August 2017 Report to the Health & Human Services Board

We completed doing blood borne pathogen training with all staff once Fox River Industries staff was trained in July. Risk-based testing for TB was also completed.

The meth-house in Berlin had been cleaned according to orders and the placard was removed and can now be re-rented. I did have to placard another house in Berlin due to deplorable conditions. I was notified by Berlin PD about the situation and was asked to go there with them. The family was told they needed to move out as the house was not fit for human habitation. Another trailer in the Kingston area was placarded for excessive accumulation of debris and hazardous items and a citation was issued due to non-compliance after 30 days. A house in the town of Marquette also had to be placarded as unfit for human habitation after I was alerted by the sheriff's department about an elderly woman living in an unsafe home. Part of the roof was caved in and there was no running water or functioning toilet. The woman was protectively placed and the home will be demolished.

I am happy to announce though that we have hired a new Environmental Health Specialist to be stationed in Green Lake County as part of the Tri-County Environmental Health program in Waushara County. Allison Mc Cormick was hired in late July and started on July 31st. She has been orienting with the 2 EHS staff from Marquette and Waushara counties and has been doing numerous campground inspections as well as restaurants and training. Allison was a public health intern last summer and we are happy to have her back.

The CWHP (Central WI Health Partnership) has met with a group from Madison called THRIVE and we are working on health equity as it relates to substance abuse. Health equity is one of the overarching goals in the state health plan and we are making a special effort to address this as we work on our next Community Health Improvement Plan (CHIP). The CHIP is nearing completion and it is a 6 county initiative just like our needs assessment. We will share a draft with you once it is completed. As you know, from previous conversations we have had, the priorities are Mental Health, Substance Abuse and Chronic Disease.

Our budget has been completed and we left most of the grant numbers the same as 2017 as we have not gotten the final grant allocations for 2018. We will update that as they become available.

The month of August always seems to be a very active month when it comes to bats. We have sent in 5 bats for rabies testing due to human exposure and had one bat test positive for rabies. In that case, we had a child and a puppy who was too young to be vaccinated exposed. The child had to go through the rabies vaccine series and the puppy needed to be euthanized due to the high risk of it getting rabies and the difficulty of keeping a puppy that age quarantined without human contact. It was a very sad situation for the family.

The Health Unit along with the Green Lake County Wellness Coalition had a booth at the county fair to share wellness information. Since the fair theme was “pirates”, we had a theme of a treasure map leading to good health throughout the lifespan. We had many positive responses to our booth.



The 2017 Green Lake County fair booth for the Health Unit and Wellness Coalition shared tips for good health across the lifespan. Information included breastfeeding tips, healthy eating, opportunities for exercise in our county, Lyme disease information, mental health and wellness tips and the community was asked to share their thoughts on health priorities for the next Community Health Improvement Plan.

Finally, we were able to complete a train derailment exercise that tested our ability to notify our Amish population of a train derailment with chemical spills and the need to evacuate. This plan has been more than a year in the making and was very successful. We had over 30 people in the Emergency Operations Center to assist with resource needs and planning and operation of the event. Several more staff and volunteers were in the field assisting with the drill including several Amish leaders who helped make the exercise a success. We did have Markesan Resident Home test their plan to shelter in place due to a “chemical plume”. This is a requirement for them from CMS and we were happy to have them join our preparedness team. We were able to use the new communication system that the state Emergency Management program is using called WebEOC. This is a real time blog that lets everyone who is on the program see what is going on in the field and in the EOC and they can ask for resources, send press releases, set up shelters, send messages, look up specific incident command forms and much more. It was very user friendly and really helped to engage the participants.

Train Derailment Exercise

Health Unit staff, Julia McCarroll and Kari Schneider were the Web EOC Coordinators for the drill. Julia signed up all participants in advance for the Web EOC program so they could fully participate in the derailment drill. In the background is Liz Otto and Harley Reabe who handled finance. Everyone in the Emergency Operations Center (EOC) has a role to help the event run smoothly.



Gary Podoll explains how the Emergency Operations Center works to an Amish leader who assisted with the train derailment drill. In the background on the left is the TV with the ongoing log of events in the Web EOC program. On the big screen is a view from the drone that was used to do damage assessment. The drone adds a safety element since you can see the damage without getting too close to the chemical spill.



Respectfully Submitted by,

Kathryn S. Munsey

Kathryn S. Munsey, RN
Green Lake County Health Officer

Environmental Health
Green Lake County
AUGUST 2017

Animal Bites: # of investigations -8 - (4 dog/human, 5 bat)
Reported Animal Bites - 4
Animal Quarantines for Animal v. Human Exposures - 3
Animal Quarantines for Animal v. Animal Exposures - 0
Quarantine Violations and Enforcement Actions Taken - 0
Animals Exhibiting Positive Signs of Rabies During Quarantine - 0
Animals Exhibiting Negative Signs of Rabies During Quarantine - 3
Enforcement Actions Taken for Violations of Vaccination Requirements - 1
Animals Sacrificed for Exhibiting Symptoms of Rabies or Being Rabies Suspects- 1

Well Water: 10 kits distributed.

Lead: Site visit with K. Schneider for child in Berlin with 17.1 venous.

Sewage: None

Solid Waste: None.

Radon: 3 kits distributed

Housing: Site visit with K. Munsey in Green Lake to investigate claims that a vacant house had broken windows, a caving roof, and animal infestation. No evidence of these claims were found.

Site visit with K. Munsey to investigate claims that an individual was living in a trailer home with no toilet or running water. Upon investigation it was found that the individual had a compost toilet. No running water was available, however efforts were being made to clean up the property and restore a fire damaged house that the individual owned. The township which the property is in has given the owner until next spring to repair the house so that it is safe for human habitation.

A property that had been placarded and was given raze or repair orders by the City of Berlin was purchased by a man by quick claim deed. This man has been working to clean and repair the house. During the Common Council meeting on 08/08/2017 a decision was made to postpone the raze or repair order for 30 days in an effort to give the new owner time to make appropriate repairs to the property.

A citation was issued to an individual for failing to comply with Orders of Abatement. The court date is set for September 25, 2017 at 9:45am.

Abatement orders for a property in Berlin are due to be completed on 08/31/2017. Compliance with these orders will be determined early in September.

Vector: None

Asbestos: None.

Food/Water Illness. None

Abandoned Bldgs: None

Other:

Agent

Start date was July 31, 2017. Completed 18/25 observational inspections.

Campground and recreational camp inspections were completed this month as well as many restaurant inspections.

Pre-inspection for a new rustic campground in Dalton. This campground is now open for business.

Pre-inspection for a new bed & breakfast in Dalton. Will be open for business upon completion of requirements made during pre-inspection.

Registered to attend the following events: Wisconsin Radon Conference (09/13/2017), Lead Sampling Technician Course (10/02/2017), and Wisconsin Environmental Health Association Fall Educational Conference (October 18-20, 2017).

Respectfully submitted,

Allison McCormick, Environmental Health Specialist

DHHS Expenditure/Revenue Comparison

	<u>Expenditures</u>		<u>Revenues</u>
Admin			
Total Budget:	\$ 703,840.73		\$ 703,840.73
YTD Expenses	\$ 335,977.02	YTD Revenues	\$ 624,910.82
% YTD Expenses	48%	% YTD Revenues	89%
% Should Be:	58%	% Should Be:	58%
Health			
Total Budget:	\$ 563,828.08		\$ 563,828.08
YTD Expenses	\$ 292,409.86	YTD Revenues	\$ 459,920.39
% YTD Expenses	52%	% YTD Revenues	82%
% Should Be:	58%	% Should Be:	58%
Children & Families			
Total Budget:	\$ 1,618,714.50		\$ 1,618,714.51
YTD Expenses	\$ 760,374.86	YTD Revenues	\$ 1,084,922.70
% YTD Expenses	47%	% YTD Revenues	67%
% Should Be:	58%	% Should Be:	58%
Economic Support			
Total Budget:	\$ 440,191.15		\$ 440,191.16
YTD Expenses	\$ 263,415.24	YTD Revenues	\$ 312,947.85
% YTD Expenses	60%	% YTD Revenues	71%
% Should Be:	58%	% Should Be:	58%
FRI			
Total Budget:	\$ 1,218,627.59		\$ 1,218,627.59
YTD Expenses	\$ 642,750.57	YTD Revenues	\$ 638,785.87
% YTD Expenses	53%	% YTD Revenues	52%
% Should Be:	58%	% Should Be:	58%
Behavioral Health			
Total Budget:	\$ 1,772,978.96		\$ 1,772,978.96
YTD Expenses	\$ 1,131,532.64	YTD Revenues	\$ 871,150.97
% YTD Expenses	64%	% YTD Revenues	49%
% Should Be:	58%	% Should Be:	58%

Child Support

Total Budget:	\$	211,841.62		\$	211,541.62
YTD Expenses	\$	78,150.43	YTD Revenues	\$	189,417.84
% YTD Expenses		37%	% YTD Revenues		90%
% Should Be:		58%	% Should Be:		58%

Aging

Total Budget:	\$	1,003,733.27		\$	1,003,733.27
YTD Expenses	\$	741,486.91	YTD Revenues	\$	587,472.84
% YTD Expenses		74%	% YTD Revenues		59%
% Should Be:		58%	% Should Be:		58%

Total DHHS

Total Budget:	\$	7,533,455.91		\$	7,533,455.91
YTD Expenses	\$	4,246,097.53	YTD Revenues	\$	4,769,529.28
% YTD Expenses		56%	% YTD Revenues		63%
% Should Be:		58%	% Should Be:		58%
