



AGENDA HEALTH AND HUMAN SERVICES BOARD

Wednesday, November 6, 2019

1:30 P.M.

Marinette County Health & Human Services Department

2500 Hall Ave, Marinette WI 54143

Basement Conference Room G

1. Call meeting to order.
2. Introduce New Staff, if any
3. Employee Recognition, if any
4. Approval of agenda and amendment
5. Approval/correction of minutes October 9, 2019, action if any.
6. Public Comment – Speaker will be limited to 5 minutes
7. Correspondence - Correspondence, if not specifically listed as a discuss/consider/action item, will be for information only.
8. Reports of outside agencies and others ~
9. Reports of internal staff
 - Public Health Officer Report
 - Hepatitis A Vaccinations at Marinette County Jail
 - Director's Report. Discussion only.
 - Organization Chart and current vacancies
 - Update on the Share Academy
10. Discuss/Consider Department's Financial Report, action if any.
 - A. Review of Paid Invoices.
 - B. Discuss/consider Schedule of Appropriation Entries
 - C. Act on Uncollectible Accounts
 - D. Act on Accounts to write off and turn over to the Finance Department for Collections
 - E. Update Status of accounts turned over for Collections
 - F. Update Status on High Cost Purchase of Service AccountsDiscuss/Consider Approval of New/Revised Contracts ~ None
11. Discuss/consider recommend County Board approve of the RUSH-Multiple Profile-ADRC of Marinette County Modification to Contract for OT funding in the amount of \$23,732.00; *CC approved 10/18/19*, action if any.

12. Discuss/consider recommend County Board approve 2019 DCF Amendment for Youth Aids.CM Systems Fee in the amount of \$38,000.00; *CC approved 10/17/19*, action if any.
13. Discuss/Consider approve Anthem Blue Cross and Blue Shield Agreement for reimbursement of Healthcheck services supplied to Medicaid clients; subject to Corporation Counsel review, action if any.
14. Discuss/Consider approval of the 2019 DPH Consolidated Contract 40730-5 modification for additional funding of \$10,924.00 for the SNAP-ED Program (Profile 154461); subject to Corporation Counsel review, action if any.
15. Discuss/Consider to apply and accept if awarded Targeted Safety Support Funds to develop in home safety supports, action if any.
16. Discuss/consider recommend Administrative Committee approve a Crisis Coordinator position, action if any.
17. Discuss/consider recommend Administrative Committee approve a Social Work Coordinator position and eliminate a CPS Ongoing Social Worker or Juvenile Court Worker position upon vacancy or maintain another position vacancy in HHSD until one of the two positions is eliminated, action if any.
18. Discuss/Consider authorizing Public Health Officer to apply and accept if awarded, 8 cases (120 two-dose boxes) of Narcan through the Opioids: NARCAN® Direct Program, action if any.
19. Future agenda items
20. Identify Next Meeting Date – Wednesday, December 11, 2019
21. Adjournment

Attachments

- 2019/2020 Meeting Calendar

Addendum(s) when applicable

Mike Behnke
Paul Gustafson
Bob Hoyer

Tom Mailand
Jillian Schutte
Gail Wanek

Brandon Jeske
Vacant
Vacant

In the event there is not a quorum present, information will be presented, but no action will be taken.

NOTE: AGENDA ITEMS MAY NOT BE CONSIDERED AND ACTED UPON IN THE ORDER LISTED

If you are an individual who needs a special accommodation while attending the meeting as required by the "Americans With Disabilities Act", please notify Bobbie Dolliver, Marinette County Health & Human Services (715-732-7778) at least 48 hours prior to the meeting in order to make suitable arrangements. Thank you.

2500 Hall Avenue, Marinette, WI 54143-1717

PUBLIC COMMENT PROCEDURE: Public Comment Procedure: Any person not a member of the Health & Human Services Board, desirous of addressing the Board on any subject, shall first obtain permission from the Health & Human Services Board Chair, Paul Gustafson. All such addresses shall be limited to five minutes unless otherwise extended by the Board Chairperson. Please contact Kathy Brandt, Marinette County Clerk (715) 732-7406 or Paul Gustafson, Chair of the Health & Human Services Board prior to the meeting to participate in the Public Comment.

Marinette County Code of Ordinances Chapter 2 – COUNTY GOVERNMENT

Section 2.04 - COUNTY BOARD RULES OF PROCEDURES

(7)(k) Rules of Order. Any person not a member of the Board/Committee, desirous of addressing the Board/Committee under public comment on any subject, shall first obtain permission from the Board/Committee Chairperson. All such addresses shall be limited to 5 minutes unless otherwise extended by the Board/Committee Chairperson.

(10)(a) Suspending, Changing and Interpreting the Rules. These rules may be suspended by affirmative vote of two-thirds of the members present. The vote on any motion to suspend the rules shall be taken by roll call vote.



MINUTES HEALTH AND HUMAN SERVICES BOARD

Wednesday, October 9, 2019

1:30 P.M.

Marinette County Health & Human Services Department
2500 Hall Ave, Marinette WI 54143
Basement Conference Room G

Members Present: Mike Behnke, Paul Gustafson, Bob Hoyer, Brandon Jeske, Tom Mailand, Jillian Schutte and Gail Wanek

Members Excused:

Others Present: Molly Bonjean, Camille Gerbyshak, Robin Elsner, Kris Parkansky, Guy Powers, Glenn Sartorelli, Stacy Strasler & Eagle Herald

1. **Call meeting to order.**
Meeting called to order by Chair Gustafson at 1:30 p.m.
2. **Introduce New Staff** ~ *Kelsey Fickler – Economic Support Worker*
Trina Younk – Administrative Assistant – Economic Support
Amber Schlies – Mental Health Therapist – CCS
Lisa Anderson – After Hours Crisis Worker
3. **Employee Recognition** ~ *None*
4. **Approval of agenda and amendment**
Motion (JESKE/HOYER) to approve agenda. Motion carried.
5. **Approval/correction of minutes**
Motion (WANЕК/SCHUTTE) to approve the minutes of the September 11, 2019 meeting.
Motion carried.
6. **Public Comment** ~ *None*
7. **Correspondence** ~ *None*
8. **Reports of outside agencies and others** ~ *None*
9. **Reports of internal staff**
 - HHSD Program Report - Dr. Powers - 2019 WPA Fall Conference
“Suicide: A population approach to prevention” overviewed conference topics:
 - Mental Health Disparities & Suicide
 - Gun Violence and Suicide
 - The Zero Suicide Initiative
 - Policy Impact and Suicide Prevention

- Public Health Report for October 2019
 - Communicable Disease Report – overviewed.
 - Flu Clinics ~ Also serving County school districts and municipalities.
 - Strategic Plan ~ Reminder about questionnaire and that it is regarding only Public Health Services.
- Director's Report. Discussion only.
 - Organization Chart and current vacancies ~ Overviewed
 - Update on the Share Academy ~ Currently 6 kids full time. Also utilizing other 2 beds for short term placements when needed.

10. **Discuss/Consider Department's Financial Report.**

- A. Review of Paid Invoices.
- B. Schedule of Appropriation Entries ~ None
- C. Act on Uncollectible Accounts ~ Motion (BEHNKE/JESKE) to approve the write off of the September 2019 Uncollectible Accounts in the amount of \$65,101.72. Motion carried.
- D. Act on Accounts to write off and turn over to the Finance Department for Collections. Motion (MAILAND/HOYER) to approve the write off and turnover of the September 2019 Accounts to Write Off and Turn Over to the Finance Department for collections, in the amount of \$7,550.54. Motion carried.
- E. Update Status of accounts turned over for Collections. ~ Reviewed HHSD Collections report. The total collections for the payment period of September 2019 are \$3,551.85. Reviewed Account Summary Report prepared by Finance Systems of Green Bay, Inc. The total collections for the payment period of September 2019 are \$223.13 with \$168.38 being paid to HHSD after \$54.75 commission.
- F. Update Status on High Cost Purchase of Service Accounts
 - 1a. Lincoln Hills (#54559000-52320) – 1 placement in September. Favorable for the year by \$75,462.50.
 - 1b. Copper Lake (#54559000-52320) – 1 placement in September. Unfavorable for the year by \$96,187.00.
 - 2. Child Care Institute Placements (Chileda) (#54558000-52320). Unfavorable for the year by \$4,230.76.
 - 2b. Child Care Institute Placements (Family Services) (#54558000-52320) – 1 placements in September. Unfavorable for the year by \$35,395.36.

- 3a. Purchase of Services (Inpatient Services) (#54310000-52291)
Unfavorable for the year by an estimated \$36,240.92.
- 3b. Purchase of Services (Inpatient Services – Winnebago /Mendota)
(#54310000-52292). Favorable for the year by \$12,968.53.
- 4. Purchase of Services (Institute for Mental Disease) (#54310000-52291)
Unfavorable for the year by \$28,971.00

G. Discuss/Consider Approval of New/Revised Contracts:

- i. Motion (BEHNKE/WANEK) to approve - 2019 – Foundations Health & Wholeness #2019-47 in the amount of \$6,533.12; subject to Corporation Counsel review,.
Motion carried.*

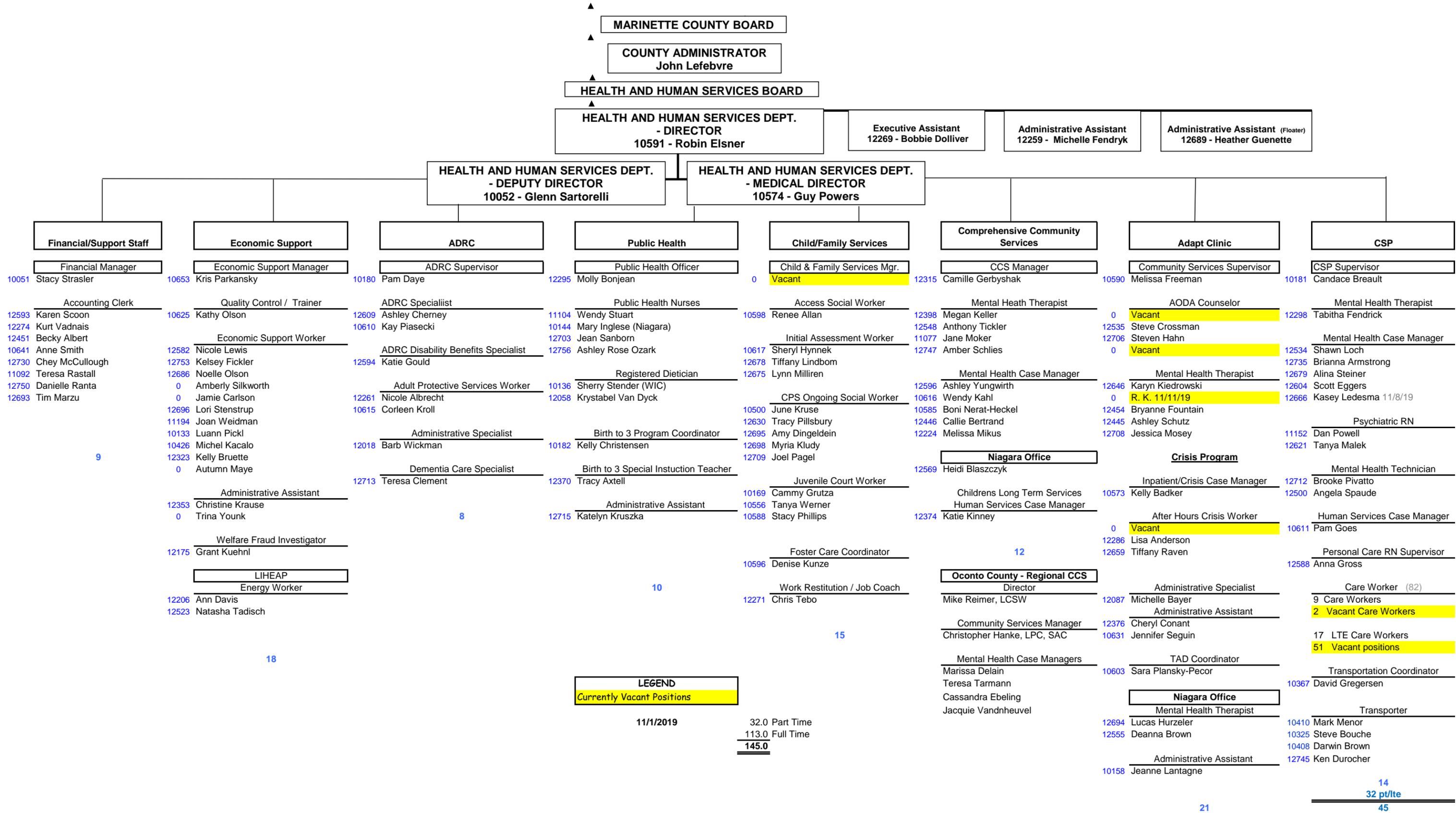
- 11. **Inclusa Provider Subcontract Agreement**
Motion (WANEK/MAILAND) recommend County Board approve of the Inclusa Provider Subcontract Agreement. Motion carried.
- 12. **2019 DCF Amendment to allow release of July – December Allocations**
Motion (WANEK/BEHNKE) recommend County Board approve 2019 DCF Amendment to allow release of July – December Allocations. Motion carried.
- 13. **2019 DPH Communicable Disease Bioterrorism modification**
Motion (BEHNKE/HOYER) recommend County Board approve the 2019 DPH Communicable Disease Bioterrorism modification to add funding. Motion carried.
- 14. **DHS 2019 Children’s Long Term Support Amendment**
Motion (BEHNKE/MAILAND) to approve the DHS 2019 Children’s Long Term Support Amendment. Motion carried.
- 15. **Advocates4U MOU**
Motion (HOYER/BEHNKE) to approve Advocates4U MOU; subject to Corporation Counsel review. Motion carried.
- 16. **2019 iCare Amendment**
Motion (WANEK/BEHNKE) to approve the 2019 iCare Amendment; subject to Corporation Counsel review. Motion carried.
- 17. **2019 SWITS Service Agreement**
Motion (BEHNKE/MAILAND) to approve the 2019 SWITS Service Agreement; subject to Corporation Counsel review. Motion carried.
- 18. **National Psychopharmacology Conference**
Motion (HOYER/JESKE) to approve Out of State travel and expenses up to \$2,500 for Dr. Powers to attend the National Psychopharmacology Conference that will be held in Las Vegas Nevada, February 12th – 15th, 2020. Motion carried.

19. **WI DOT §85.21 Transportation Grant**
Motion (BEHNKE/JESKE) to recommend County Board approve, in conjunction with Elderly Services, application, and if awarded, acceptance and administration, of WI DOT §85.21 Transportation Grant in the approximate amount of \$151,553.00 for a period of one year, approval of agreement subject to Corporation Counsel. Motion carried.
20. Future agenda items: *Northwest Connections Answering Service*
21. Identify Next Meeting Date – Wednesday, November 6, 2019
22. **Adjournment**
Motion (WANEK/MAILAND) to adjourn at 2:34 pm.
Motion carried.

Bobbie Dolliver, Recorder

Date approved/corrected:

MARINETTE COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT ORGANIZATIONAL CHART



LEGEND
Currently Vacant Positions

11/1/2019 32.0 Part Time
113.0 Full Time
145.0

21 14
32 pt/lte
45

SCHEDULE OF MONTHLY PAID INVOICES - HUMAN SERVICES

FOR OCTOBER 2019

VENDOR NAME	VENDOR TOTAL	FULL DESCRIPTION
4IMPRINT	\$ 268.13	Tumblers/Cups- MIPPA
6088 PLANET FITNESS	\$ 5.54	DM- 403.01- Gym Membership
ABC*PLANET FITNESS	\$ 23.04	DM- 403.01- Gym membership
ACTIVSTYLE, INC	\$ 740.00	LA- 112.55- Wipes; CC- 112.55- Wipes; TA- 112.55- Wipes; DP- 112.55- Wipes; AS- 112.55- Wipes; FP- 112.55- Wipes; IW- 112.55- Wipes; MA- 112.55- Wipes; JR- 112.55- Wipes; CC- 112.55- Wipes; AS- 112.55- Wipes; FP- 112.55- Wipes; DP- 112.55- Wipes; JR- 112.55- Wipes; SB- 112.55- Wipes; TA- 112.55- Wipes; LA- 112.55- Wipes
ADAMS, KATHLEEN	\$ 39.06	CCOP Board Meeting 10/14/19; CCOP Board Meeting 10/14/19
ADVOCATES FOR HEALTH	\$ 48,508.20	Respite Services 9/27, 9/28, 9/29/19 K.L.; Respite Services 9/19-9/30/19 R.O-B.; 8 bedx x 30 days x \$180.98
AEGIS CORPORATION	\$ 60.00	Notary Bond- CK, NT
AGUILAR, RYAN	\$ 244.00	
ALDI 64002	\$ 51.58	CST group- 8 people
ALLIANCE OF INFORMAT	\$ 362.00	AIRS CRS Cetrification (AC); Gold Membership- Expires 12/31/2020
ALZHEIMERS ASSOCIATI	\$ 50.00	Green Bay Caregiver Conference (TC)
AMAZON - PCARD VENDO	\$ 1,402.82	BOOK STORES - surface pro type cover; AW- 112.55- Fiber Supplements; KHJ- 112.99- Car Seat Buckle Guard; KHJ- 112.99- Car seat chest clip; LV- 112.55- Ear muffs/hearing protectors; MA- 112.55- Peapod junior; MA- 112.55- Integrations cuddleloop; CC- 112.55- Pull ups; TB- 112.55- Ensure; CO- 112.99- Footwear; DR- 112.55- NOW Supplements; TB- 112.55- Ensure; RF- 112.55- Clothing, therapy putty, crayons; CC- 112.55- Galaxy Tablet, stand, and stress balls; CC- 112.55- Stress balls; 2020 Calendars; Numeric Keypad; BOOK STORES - adapters and printer; 2020 Calendars; Return- Coated Paper; CST Client Incentive- Picture Strips; CST Client Incentive- Magnetic Calendar; Psychoeducation Therapy Supplies- Eye Gel Pad; Psychoeducation Therapy Supplies- Air bubble cushi; Psychoeducational Therapy Supplies- Glitter Marker; Psychoeducational Therapy Supplies- Jump rope, bub; Psychoeducational Therapy Supplies- Eye gel pads; BOOK STORES
AMERICINN	\$ 279.80	9/16-9/17 Strengthening Familys and Sys- AS, AD; 9/16-9/17 Strengthening Familys and Sys- AS, AD
ANDERSEN, JOYCE	\$ 35.00	CCOP Board Meeting 10/14/19
ANDERSON, KARIE	\$ 1,643.00	
ANDERSON, STEPHEN	\$ 10.00	1 hr shred 10/23/19
ANGELSENSE	\$ 199.95	FP- 112.46- September Monitoring Service; XD- 112.46- September Monitoring Service; GP- 112.46- September Monitoring Service; SM- 112.46- September Monitoring Service; MC- 112.46- September Monitoring Service
AUTOMATED MERCH	\$ 318.00	090119-093019 MERCH# 317730290407; 090119-093019 MERCH#317730290384; 090119-093019 MERCH# 317730290397
BAUER, TIMOTHY	\$ 30.00	1 hr shred 10/9; 1 hr shred 9/18; 1 hr shred 9/25
BAXTER, KATIE	\$ 1,040.00	
BAY AREA ACADEMY	\$ 346.00	AD- 403.01- Registration
BAY AREA MEDICAL CEN	\$ 4,165.00	Aug AODA charges; Sept AODA charges; August Drug Court Charges; September Drug Court Charges
BEAR-GRAPHICS	\$ 93.91	Wall Calendars; Wall Calendars; Wall Calendars
BEAUDO, TINA	\$ 452.00	
BEHNKE, JEANNIE MAE	\$ 244.00	
BELLA COUTURE BY L'S	\$ 184.95	CST incentive
BERNARD, ASHLEY	\$ 192.76	SJ- 9/10, 9/26- 2.25 hr & 22 mi
BERTRAND, ROBERT L	\$ 10.00	1 hr shred 10/9/19
BEST WESTERN INN TOWN	\$ 393.00	10/7-10/10/19 Stay - KO
BESTBUYCOM7791010016	\$ 349.95	EA client crisis services space heater; EA client crisis services space heaters
BIEHL, DIANE	\$ 90.00	
BLUE HARBOR AD DEPOS	\$ 66.39	WATCP stay- SPP
BRALEY, TONYA	\$ 732.00	
BRAULT, SHANNON	\$ 244.00	
BRETL, DENISE	\$ 599.24	
BROWN CO HUMAN SERVI	\$ 2,842.76	Qtr. 3 Consortium overpayment
BRUNI, JAMES	\$ 46.16	1 hr shred 10/14; CCS/CST Board Meeting 10/23/19; CCS/CST Board Meeting 10/23/19

VENDOR NAME	VENDOR TOTAL	FULL DESCRIPTION
HEARTWOODLODGE Q	\$ 56.36	TELECOM SVC/CRED CRD CALL - verizon invoice
HEMOCUE AMERICA	\$ 432.00	HB 201 (2) and lancets (4)
HOLDAWAY, GENEVIEVE	\$ 7.50	0.75 hr shred 10/22/19
HOLIDAY INNS	\$ 82.00	PH Orientation- ARO
HOLT, JILL	\$ 1,488.00	
HUBERT, DAWN M	\$ 244.00	
IHANDER, JONATHAN	\$ 244.00	
INTERNATIONAL TRANSL	\$ 197.08	September Interpreter- JT
JACK'S FRESH MARKET	\$ 4.67	CST group- 8 people
JAWORSKI, BRITTANY	\$ 840.00	0008078628 EWISACWIS; 0008078628 EWISACWIS; 0008078628 EWISACWIS
JESKE, BRANDON	\$ 75.60	HHS Board Meeting 10/9/19; HHS Board Meeting 10/9/19
JOHNSON, CARRIE	\$ 1,518.00	
JOHNSON, LISA	\$ 488.00	
JUSTICEPOINT, INC	\$ 1,158.56	September- Attenti GPS- 72 days + lost device
KACALO, MICHEL	\$ 810.00	
KEENE, THERESA	\$ 1,525.33	
KING, BRIDGET	\$ 10.00	1 hr shred 10/19
KLAVER, FAWN	\$ 244.00	
KLUKAS, AMANDA	\$ 450.00	0008054527 EWISACWIS; 0008054527 EWISACWIS; 0008054527 EWISACWIS; 0008054527 EWISACWIS; 0008054527 EWISACWIS; 0008054527 EWISACWIS; 0008054527 EWISACWIS
KNEPEL, MARIA	\$ 798.30	AC- Sept- 5.25 hrs & 180 mi; ED- Sept- 4 hrs & 80 mi
KREJCAREK, TRACI	\$ 244.00	
KROPIDLOWSKI, NICOLE	\$ 568.00	
LANGER, DENNIS P	\$ 5.00	0.5 hr shred 9/23
LANGUAGE LINE SERVIC	\$ 176.46	September Interpretation Services
LE CLAIR, STANLEY	\$ 5.00	0.5 hr shred 9/26
LEMENSE, HEATHER	\$ 400.00	
LESPERANCE, SANDY	\$ 244.00	
LEXISNEXIS RISK DAT	\$ 16.67	AUG 2019 COMMITMENT
LINDT, LINDA	\$ 10.00	1 hr shred 10/16
LITHOCRAFTERS PRINTI	\$ 65.00	B3 joint plan forms
LITURGICAL PUBLICATI	\$ 799.00	Bus. Card- Senior Citizens Center
LORENZ, CARMEN	\$ 488.00	
LUND, SANDRA	\$ 244.00	
MAGEROWSKI, DANIELLE	\$ 244.00	
MAHERS, FRANKIE	\$ 480.00	0000302413 EWISACWIS; 0000302413 EWISACWIS; 0000302413 EWISACWIS; 0000302413 EWISACWIS; 0000302413 EWISACWIS; 0000302413 EWISACWIS
MALDONADO, MARIA A.	\$ 732.00	0008084212 EWISACWIS; 0008084212 EWISACWIS
MANS, MICHELLE	\$ 39.64	CCOP Board Meeting 10/14/19; CCOP Board Meeting 10/14/19
MARINETTE CO GRP HOM	\$ 63,297.60	K.E.- September; L.G.- September; M.W.- September; T.W.- September; Nov 12 Beds x 30 days x \$140.13
MARINETTE FARM & GAR	\$ 15.99	M&M Respite Health Fair
MARINETTE WATER UTIL	\$ 643.97	WATER UTILITIES 08/21/19-09/20/19; WATER UTILITIES 08/21/19-09/20/19
MATRIXTELECOM	\$ 31.48	Niagara Phones- September
MAULICK, JUSTIN	\$ 244.00	
MCGINNIS, DENISE	\$ 1,632.00	
MCKESSON GENERAL ME	\$ 119.00	Exam gloves
MCMAHON, LISA	\$ 488.00	
MECH, JACQUELINE	\$ 240.00	Refund- Mediation
MIDAMERICA ADMIN & R	\$ 50.00	OCT 2019 MARINETTEGS HRA DEPOSIT
MILBACH, RICHARD	\$ 5.00	0.5 hr shred 9/25
MILLERS ACTION OFFIC	\$ 34.80	Pad and Easel

VENDOR NAME	VENDOR TOTAL	FULL DESCRIPTION
MITCHLER, JULIE	\$ 2,000.00	
MODDIE, MIRANDA	\$ 325.35	
MONAHAN, JENNIFER	\$ 984.00	
MOTOR COMPANY INC	\$ 48.59	2016 Ford- Oil and filter change, tire rotation, i
MULLINS, BROOKE	\$ 240.00	
NATIONAL PEN CO LLC	\$ 196.94	Contour Pens (300); Contour Pens (300)
NELEZEN, TINA	\$ 466.00	
NELSON, JEANNE K	\$ 244.00	
NEUZIL, STACEY	\$ 244.00	
NIAGARA ANIMAL HOSPI	\$ 124.95	Rabies testing- dog
NIAGARA FOODS LLC	\$ 9.87	9/25/19 Trans.- Pruchase cleaning products
NIAGARA SENIOR CITIZ	\$ 110.57	Qrtly Water Charge 11%; 8/1-8/30/19- 11 % Gas and Electric
NICKEL, EMILY	\$ 250.00	0008089230 EWISACWIS; 0008089230 EWISACWIS
NORTHCENTRAL TECHNIC	\$ 225.00	Self Care for Care Providers- SH, DB, SC
NORTHWEST COUNSELING	\$ 2,660.00	Flat Rate- Emergency Services
NOWAK, JULAINE	\$ 244.00	
NSIGHT TELSERVICES	\$ 338.35	Niagara Phones- October; Niagara Phones- October; Niagara Phones- October
NWTC	\$ 23,446.74	4th Qtr. Rent- Job Center
OCONNOR, TERA	\$ 1,769.78	TIC training 9/26-9/27/19; TIC training 9/26-9/27/19
OLSON, JOEL	\$ 5.00	0.5 hr shred 10/29
OLSON, STACEY	\$ 700.00	
OPTIONS LAB, INC	\$ 929.00	August- Drug Court Tests
OREILLY AUTO 000384	\$ 40.10	Lawnmower battery
OUTAGAMIE CO DHHS	\$ 759.00	
P-CARD ONE TIME PAY	\$ 323.78	Shipping specimen for rabies testing; LV- 112.55- sensory unicorn pal; Family Finding and Engagement Training- TP, TW; Foot Clinic Service; Notary stamps- NT, CK; PUBLISHING/PRINTING
PESHTIGO TIMES	\$ 296.25	Flu clinic & public hearing ads; Flu clinic & public hearing ads
PETERSON, TRISHA	\$ 488.00	
PETTY, ALYXUS	\$ 370.00	PB- 101.0- 10 hrs sibling care; PB- 101.0- 10 hrs sibling care; PB- 101.0- 10 hrs sibling care; PB- 101.0- 7 hrs sibling care
PIOTROWSKI, PAMELA	\$ 488.00	
PLAK SMACKER	\$ 2,165.62	NaFrinse Fluoride Rinse Cups (58); NaFrinse Fluoride Rinse Cups (58)
PLANNER PADS CO	\$ 145.45	2020 Planners/Calendars
PLEUSS, ERIN	\$ 400.00	
PLOSCZYNSKI, MICHAEL	\$ 5.00	0.5 hr shred 10/1
POWELL, BARBARA	\$ 180.00	0008086644 EWISACWIS
PRINT SHOP, THE	\$ 284.00	Business Cards- AS; Disability Benefit Specialist and Loan Closet Inse
RAINBOW HOUSE DOMEST	\$ 266.00	17.5 hrs elder abuse services
RAYLYN COMPANY LLC	\$ 198.00	September Niagara Cleaning- 18 hrs
REEVES, PATRICIA	\$ 488.00	
REHAB RESOURCES	\$ 2,381.99	AB- 7/29/19; CB- 7/29/19; MM- 6/12/19; MM- 7/24/19; CB- 8/12/19; LO- 8/5/19; AB- 8/23/19; MM- 7/31/19; CB- 9/4, 9/23/19; EB- 9/4/19; BB- 9/6, 9/16/19; BB- 9/6/19; BB- 9/27/19; SC- 9/25/19; Teaming- 9/17/19; Teaming- 9/17/19; ED- 9/25/19; AD- 9/10, 9/16/19; AD- 9/10, 9/16/19; TG- 9/18/19; IK- 9/4, 9/18/19; IK- 9/6, 9/18/19; LL- 9/11, 9/25/19; KM- 9/18/19; CM- 9/10, 9/24/19; LO- 9/23/19; OR- 9/12/19; OR- 9/12/19; TR- 9/17/19; KS- 9/4, 9/18/19; ES- 9/10, 9/25/19; JS- 9/4, 9/18/19; MT- 9/17/19; LT- 9/4, 9/18/19; LT- 9/17/19; JT- 9/18/19; MW- 9/12, 9/16, 9/25/19
REHABMART.COM	\$ 575.52	SS-112.99-Credit for double charge; SS- 112.99- Corner chair (double charged)
REM OF WISCONSIN	\$ 9,109.80	Sept. R&B & Residential Service- W.R.; Sept. R&B & Residential Service- T.T.
ROBINSON, LYNN	\$ 244.00	
ROHADFOX, CLIFFORD	\$ 4,907.00	
RYERSON, SHANNON	\$ 1,376.60	
SANOFI PASTEUR INC	\$ 10,090.66	Fluzone (8); Flublok QIV (15)
SAULD, ANNMARIE	\$ 244.00	

VENDOR NAME	VENDOR TOTAL	FULL DESCRIPTION
SAWINSKI, CHRISTINE	\$ 75.00	0008062882 EWISACWIS
SCHMID, EILEEN	\$ 488.00	
SCHRECK, VALERIE	\$ 420.00	
SEVERSON, LAURIE	\$ 488.00	
SHANKS, SHEILA	\$ 463.00	
SHEBOYGAN COUNTY	\$ 1,980.00	September- 18 days x \$110- HE
SHEHOW, BEVERLY	\$ 244.00	
SHERATON	\$ 656.00	SHERATON; SHERATON
SHOOBYS TROPHIES AND	\$ 64.50	Name plate- ARO; Safe kids t shirts
SMILEY, SAMANTHA	\$ 35.00	Refund cash payment for flu vaccine
SSI*SCHOOL SPECIALTY	\$ 683.99	ED- 112.55- Activity Arch; ED- 112.55- Sensory Toys; ED- 112.55- Sensory Discs
STAPLES - PCARD	\$ 630.50	Misc office supplies
STAPLES INC	\$ 817.81	Misc Office Supplies; Misc office supplies; Misc office supplies
STEVENS, JOHN M.	\$ 10.00	1 hr shred 10/24/19
STORY, BRIDGETTE	\$ 2,059.87	
SWANSON, CAROL	\$ 488.00	
TEBO, CASSIE	\$ 180.00	0008057386 EWISACWIS; 0008057386 EWISACWIS
THE ADVERTISER	\$ 441.20	Flu Clinic ad; Dementia Care 2x2 ads
TOWN OF GROVER CLERK	\$ 333.00	CARE OF GRAVES
TREMPEALEAU COUNTY	\$ 10,015.85	Sept- DS 365 x 30 days - state contribution
TRINOSKEY, CHRISTIE	\$ 2,263.00	
UMENTUMISABLE, KARLA	\$ 1,380.00	
UNGER, ROSANNAH	\$ 1,986.20	
UNITED HEALTH CARE	\$ 344.00	Refund- Over pay, claim# 7914763211
UNITED MAILING SERVI	\$ 1,177.46	SEPT 2019 POSTAGE IN#171368 CUSTID:MARINET001; SEPT 2019 POSTAGE IN#171368 CUSTID:MARINET001
UNIVERSITY OF WI	\$ 335.00	Ethics and Boundaries Training Refund- SF; Training- CB, LM, AD, QH, JK, CG; Suicide and Risk Assessment- CG; Crisis Services Overview- CG; Training- CB, LM, AD, QH, JK, CG
VERIHA, SHERRY L	\$ 244.00	
VERIZON	\$ 56.36	TELECOM SVC/CRED CRD CALL - verizon invoice
VISTAPR*VISTAPRINT.C	\$ 20.13	WIC posters and sticky notes
VOLLMER, ALAN	\$ 488.00	
WALGREENS #2925	\$ 17.99	Marketing Event- candy
WAL-MART #2545	\$ 136.52	Fire Prevention- Smoke Alarms; CSP Snacks; CSP supplies; Marketing Event- Aurora Bay Area; DCS Event Supplies; CST Psychoeducational supplies- index cards; CST Client Incentive- Dice, Sea Animals, Doh
WATKINS, LEANNE	\$ 1,740.00	
WAUGEN, HANNAH	\$ 20.00	0008081852 EWISACWIS
WE ENERGIES	\$ 253.50	September Gas- Niagara Office; September Electric- Niagara Office
WENDT III, DELBERT	\$ 12,637.50	AF- 112.56- Bathroom Renovation
WI CORRECTIONS, DPT	\$ 31,920.00	2019 9 JCI - D.A. & O.S.
WI DEPT OF JUSTICE	\$ 195.00	September Background Checks & Fingerprinting; September Background Checks & Fingerprinting; September Background Checks & Fingerprinting
WI DSPS	\$ 76.50	WI DSPS License Renewal- GP; WI DSPS License Renewal - Convenience Fee
WI PUBLIC SERVICE	\$ 3,614.56	ACCT# 0426629380-00006 IN# 2785876555; ACCT# 0426629380-00006 IN# 2785876555; UTILITIES-ELECTRIC , GAS , WA
WIETING, SUSAN	\$ 244.00	
WILLOW CREEK BEHAVIO	\$ 2,369.50	M.B. 6/30-7/8/19; J.G. 7/23-7/30/19
WILSON, CYNTHIA	\$ 36.94	
WJNR WOBEL WHTO	\$ 3,150.00	Dementia Care Marketing
YMCA	\$ 80.00	AD- 403.01- Swim Lessons
ZIEMER, CINDY	\$ 244.00	

Grand Total \$ 378,409.25

Note: All blank description fields are for EWISACWIS providers.

Marinette County Health and Human Services Department
 Summary of 2019 Lincoln Hills Charges
 Account 54559000-52320
 Agenda Item - F (2019)

\$292,386.00/12

Month	Number of Juveniles in placement	Days in placement	Cost/Day	Actual \$'s Spent	Budget \$'s Allocated	Monthly Favorable/ (Unfavorable)	YTD Total Favorable/ (Unfavorable)
January	2	62	397.00	24,614.00	24,365.50	(248.50)	(248.50)
February	2	55	397.00	21,835.00	24,365.50	2,530.50	2,282.00
March	1	31	397.00	12,307.00	24,365.50	12,058.50	14,340.50
April	1	30	397.00	11,910.00	24,365.50	12,455.50	26,796.00
May	1	31	397.00	12,307.00	24,365.50	12,058.50	38,854.50
June	1	30	397.00	11,910.00	24,365.50	12,455.50	51,310.00
July	1	31	532.00	16,492.00	24,365.50	7,873.50	59,183.50
August	1	31	532.00	16,492.00	24,365.50	7,873.50	67,057.00
September	1	30	532.00	15,960.00	24,365.50	8,405.50	75,462.50
October	1	31	532.00	16,492.00	24,365.50	7,873.50	83,336.00
November	-	-	532.00	-	-	-	-
December	-	-	532.00	-	-	-	-
Total	12	362		160,319.00	243,655.00	83,336.00	83,336.00

	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer
Budget for 2019	2	301	532.62	160,319.00	160,319.00	-	-
January - June	2	362.00	397.00	143,714.00			
July - December	2	368.00	404.00	148,672.00			
Total Days		730.00	-	292,386.00			

Total High cost placement savings after budget transfers (118,651.63)

Copy:

Robin Elsner	239 Budget Transfers Lincoln Hills	-
Laura Mans	123 Budget Transfers CCI	-
John Lefebvre	Budget Transfers Inpatient	-
	Budget Transfers IMD	-
	Total Budget Transfers out of High Cost Budget accounts	-

730 Total High cost placement savings after adding back budget transfers (118,651.63)

Marinette County Health and Human Services Department
 Summary of 2019 Copper Lake Charges
 Account 54559000-52320
 Agenda Item - F (2019)

\$0/12

Month	Number of Juveniles in placement	Days in placement	Cost/Day	Actual \$'s Spent	Budget \$'s Allocated	Monthly Favorable/ (Unfavorable)	YTD Total Favorable/ (Unfavorable)
January	-	0	397.00	-	-	-	-
February	-	0	397.00	-	-	-	-
March	1	28	397.00	11,116.00	-	(11,116.00)	(11,116.00)
April	1	30	397.00	11,910.00	-	(11,910.00)	(23,026.00)
May	1	31	397.00	12,307.00	-	(12,307.00)	(35,333.00)
June	1	30	397.00	11,910.00	-	(11,910.00)	(47,243.00)
July	1	31	532.00	16,492.00	-	(16,492.00)	(63,735.00)
August	1	31	532.00	16,492.00	-	(16,492.00)	(80,227.00)
September	1	30	532.00	15,960.00	-	(15,960.00)	(96,187.00)
October	1	31	532.00	16,492.00	-	(16,492.00)	(112,679.00)
November	-	-	532.00	-	-	-	-
December	-	-	532.00	-	-	-	-
Total	8	242		112,679.00	-	(112,679.00)	(112,679.00)

	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer
Budget for 2019	1	181	535.55	96,935.00	112,679.00	-	(15,744.00)
January - June	1	119.00	397.00	47,243.00			
July - December	1	123.00	404.00	49,692.00			
Total Days		242.00	-	96,935.00			

Copy:
 Robin Elsner
 Laura Mans
 John Lefebvre

Marinette County Health and Human Services Department
 Summary of 2019 Child Care Institute Placements (Chileda)
 Account 54558000-52320
 Agenda Item - F (2019)

\$ 196,990.50/12

Month	Number of Juveniles in placement	Days in placement	Cost/Day	Actual \$'s Spent	Budget \$'s Allocated	Monthly Favorable/ (Unfavorable)	YTD Total Favorable/ (Unfavorable)
January	1	31	556.68	17,257.08	16,416	(841.20)	(841.20)
February	1	28	556.68	15,587.04	16,416	828.84	(12.37)
March	1	31	556.68	17,257.08	16,416	(841.20)	(853.57)
April	1	30	556.68	16,700.40	16,416	(284.52)	(1,138.10)
May	1	31	556.68	17,257.08	16,416	(841.20)	(1,979.30)
June	1	30	556.68	16,700.40	16,416	(284.52)	(2,263.83)
July	1	31	556.68	17,257.08	16,416	(841.20)	(3,105.03)
August	1	31	556.68	17,257.08	16,416	(841.20)	(3,946.24)
September	1	30	556.68	16,700.40	16,416	(284.52)	(4,230.76)
October	1	31	556.68	17,257.08	16,416	(841.20)	(5,071.97)
November	-	-	556.68	-	-	-	-
December	-	-	556.68	-	-	-	-
Total	10	304		169,230.72	164,158.75	(5,071.97)	(5,071.97)

	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer
Budget for 2019	1	365	463.65	169,230.72	169,230.72	-	-
January - June	1	181	539.70	97,685.70			
July - December	1	184	539.70	99,304.80			
Administration fee				-			
Total Days		365	-	196,990.50			

Copy:
 Robin Elsner
 Laura Mans

Marinette County Health and Human Services Department
 Summary of 2019 Child Care Institute Placements (Family Services)
 Account 54530000-52320
 Agenda Item - F (2019)

0/12

Month	Number of Juveniles in placement	Days in placement	Cost/Day	Actual \$'s Spent	Budget \$'s Allocated	Monthly Favorable/ (Unfavorable)	YTD Total Favorable/ (Unfavorable)
January	1	31	340.34	10,550.54	0	(10,550.54)	(10,550.54)
February	1	28	340.34	9,529.52	0	(9,529.52)	(20,080.06)
March	1	31	340.34	10,550.54	0	(10,550.54)	(30,630.60)
April	1	14	340.34	4,764.76	0	(4,764.76)	(35,395.36)
May	-	-	340.34	-	0	-	(35,395.36)
June	-	-	340.34	-	0	-	(35,395.36)
July	-	-	340.34	-	0	-	(35,395.36)
August	-	-	340.34	-	0	-	(35,395.36)
September	-	-	340.34	-	0	-	(35,395.36)
October	-	-	-	-	0	-	(35,395.36)
November	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-
Total	4.00	104.00		35,395.36	-	(35,395.36)	(35,395.36)
Budget for 2019							
	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer
	0	0	-	-	35,395.36	-	(35,395.36)
January - June		-	-	-			
July - December		-	-	-			
Administration fee				-			
Total Days		-	-	-			

Copy:
 Robin Elsner
 Laura Mans

Marinette County Health and Human Services Department
 Summary of 2019 Purchase of Service (Inpatient Services)
 Account 54310000-52291
 Agenda Item - F (2019)

\$ 98,150/12

Month	Actual \$'s Inpatient Nicolet & Bellin	Estimated \$'s Inpatient Nicolet & Bellin	Actual \$'s Inpatient Willow Creek	Estimated \$'s Inpatient Willow Creek	Total Expected Inpatient Liability	Actual MSV Inpatient Expenses	Child Psychiatrist Expenses	Actual Other Expenses	Budget \$'s Allocated	Monthly Favorable / (Unfavorable)	YTD Total (Unfavorable)
January	-	-	1,364.00	-	1,364.00	4,185.00	-	469.55	8,179.17	2,160.62	2,160.62
February	-	-	3,414.00	-	-	3,780.00	-	312.56	8,179.17	4,086.61	6,247.22
March	6,889.74	-	4,552.00	-	11,441.74	1,350.00	-	60.00	8,179.17	(4,672.57)	1,574.65
April	31,003.83	-	-	-	31,003.83	-	-	220.50	8,179.17	(23,045.16)	(21,470.51)
May	-	-	-	5,690.00	5,690.00	-	-	303.24	8,179.17	2,185.93	(19,284.59)
June	-	-	-	-	-	-	-	5,811.56	8,179.17	2,367.61	(16,916.98)
July	-	-	5,783.50	10,242.00	16,025.50	-	-	363.99	8,179.17	(8,210.32)	(25,127.30)
August	-	-	-	15,932.00	15,932.00	-	-	1,636.40	8,179.17	(9,389.23)	(34,516.54)
September	-	574.15	-	-	574.15	-	-	272.24	8,179.17	7,332.78	(27,183.76)
October	-	1,047.00	-	9,104.00	10,151.00	-	-	-	8,179.17	(1,971.83)	(29,155.59)
November	-	-	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-	-	-
Total	37,893.57	1,621.15	15,113.50	40,968.00	92,182.22	9,315.00	-	9,450.04	81,791.67	(29,155.59)	(29,155.59)

Copy:

- Robin Elsner
- Laura Mans
- John Lefebvre

Marinette County Health and Human Services Department
 Summary of 2019 Purchase of Service (Inpatient Services)
 Account 54310000-52292
 Agenda Item - F (2019)

\$ 152,300/12

Month	Actual \$'s Inpatient Charges Winnebago & Mendota	Expected Liability	Budget \$'s Allocated	Monthly Favorable / (Unfavorable)	YTD Total (Unfavorable)
January	-	361.30	12,691.67	12,330.37	12,330.37
February	8,900.00	2,043.57	12,691.67	10,648.10	22,978.46
March	11,350.00	5,047.64	12,691.67	7,644.03	30,622.49
April	58,275.00	21,313.63	12,691.67	(8,621.96)	22,000.53
May	48,900.00	30,550.20	12,691.67	(17,858.53)	4,141.99
June	33,756.00	25,731.00	12,691.67	(13,039.33)	(8,897.34)
July	8,162.00	6,812.00	12,691.67	5,879.67	(3,017.67)
August	-	-	12,691.67	12,691.67	9,673.99
September	20,300.00	8,703.53	12,691.67	3,988.14	13,662.13
October	28,143.00	14,071.50	12,691.67	(1,379.83)	12,282.30
November	-	-	-	-	-
December	-	-	-	-	-
Total	217,786.00	114,634.37	126,916.67	12,282.30	12,282.30

Copy:

Robin Elsner
 Laura Mans
 John Lefebvre

Marinette County Health and Human Services Department
Summary of 2019 Purchase of Service (Institute for Mental Disease) Trempealeau
Account 5431000-52291-053
Agenda Item - F (2018)

\$ 0/12

Month	Actual \$'s Spent	Budget \$'s Allocated	Monthly Favorable/ (Unfavorable)	YTD Total Favorable/ (Unfavorable)
January	-	-	-	-
February	-	-	-	-
March	-	-	-	-
April	-	-	-	-
May	-	-	-	-
June	-	-	-	-
July	8,991.00	-	(8,991.00)	(8,991.00)
August	10,323.00	-	(10,323.00)	(19,314.00)
September	9,990.00	-	(9,990.00)	(29,304.00)
October	2,664.00	-	(2,664.00)	(31,968.00)
November	-	-	-	-
December	-	-	-	-
Total	31,968.00	-	(31,968.00)	(31,968.00)

Copy:

- Robin Elsner
- Laura Mans
- John Lefebvre



GRANT AGREEMENT MODIFICATION
between the
STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES
And
ADRC OF MARINETTE COUNTY
for
Aging & Disability Resource Center Grant

DHS Grant Agreement No.: 435100-G19-38-925 M2
DPH Contract No.: 435100-G19-38-925
Agreement Amount: \$23,732
Agreement Term Period: 1/1/2019 to 12/31/2019
CARS Pre-Packet No: 14725

DHS Division: Division of Public Health
DHS Grant Administrator: Tom Balsley
DHS Telephone: 608-266-7872
DHS Email: Tom.Balsley@dhs.wisconsin.gov

Grantee Address: 2500 HALL AVE STE B,
MARINETTE, WI, 54143
Grantee Telephone: 715-732-3851
Grantee Email: Pdaye@marinettecounty.com

Grantee Grant Administrator: PAM DAYE

Modification Description: This profile is set up to track overtime expenses for ADRC's relating to GSR-13 transition of a MCO.

This is a Modification of an existing Agreement, as specified above. This Modification of Agreement encompasses both Amendments and Addendums to an existing Grant Agreement. This Modification is entered into by and between the State of Wisconsin Department of Health Services (DHS) and the Grantee listed above. With the exception of the terms being modified by this Grant Agreement Modification, ALL OTHER TERMS AND CONDITIONS OF THE EXISTING AGREEMENT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Modification, including any and all attachments herein and the existing agreement, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. DHS and the Grantee acknowledge that they have read the Modification and understand and agree to be bound by the terms and conditions of the existing agreement as modified by this action. This Modification becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

State of Wisconsin
Department of Health Services

Grantee
Entity Name: _____

Authorized Representative

Authorized Representative

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

DHS CARS STAFF INTERNAL USE ONLY
CARS PAYMENT INFORMATION

The information below is used by the DHS Bureau of Fiscal Services, CARS Unit, to facilitate the processing and recording of payments made under this Agreement.

Agency #:	Agency Name:	Agency Type:	CARS Contract Start Date	CARS Contract End Date	Program Total Contract:
38	MARINETT E CO - ADRC	925	1/1/2019	12/31/2019	\$23,732

Profile ID#	Profile Name	Profile Note	Profile Current Amount	Profile Change Amount	Profile Total Amount	Funding Controls
560130	ADRC GSR-13 OVERTIME	Report GSR-13 Overtime expenses here. Expenses reported to profile 560130 will allocate 50% to profile 560155, 25% to profile 560131 and 25% to profile 560132.	-	\$0	\$0	N/A
560155	ADRC DEMENTIA CARE MA- FED	Do not report expenses here. This profile is funded with FED MA and is Sum-Sufficient.	\$0	\$0	\$0	N/A

560131	ADRC GRS-13 DPH	Do not report expenses here. This is a contract-controlled profile. Expenses reported to profile 560130 will allocate 25% to profile 560131.	-	\$11,866	\$11,866	6-month
560132	ADRC GRS-13 DMS	Do not report expenses here. This is a contract-controlled profile. Expenses reported to profile 560130 will allocate 25% to profile 560132.	-	\$11,866	\$11,866	N/A
					\$23,732	



WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES

201 E. Washington Ave. - PO Box 8916
Madison, WI 53708-8916

Governor Tony Evers
Secretary Emilie Amundson

“The net contract amendment effect is \$0. Increasing the Youth Aids contract, and assessing a fee for the implementation of the Youth Specific Case Management System. Memo with Detail is attached to the amendment. Please let Stacy know if there are any questions.”

CONTRACT AMENDMENT

by and between

Wisconsin Department of Children and Families

and

Marinette County

CONTRACT NO

437003-I19-0001320-000-38

CFDA NO

93.645 Stephanie Tubbs Jones Child Welfare Services Program

93.658 Foster Care - Title IV-E

[Additional Federal Award Information](#)

COMMODITY OR SERVICE DESCRIPTION

State County Child Welfare Contract

AMENDMENT DESCRIPTION

This amendment adds funding to 3413 Youth Aids and adds SPARC contract code 3945 Youth Specific Case Management Systems Fee.

CONTRACT TERM

01/01/2019 – 12/31/2019

BRO REGIONAL ADMINISTRATOR

Kelly Bueschel - (920) 785-7821

kelly2.bueschel@wi.gov

CONTRACT BILLING AND PAYMENT TERMS

SPARC expenses submitted monthly by the 28th of the month, paid the 5th day of the following month.

CONTACT INFORMATION

Marinette County

Authorized Signatory

Kathy Brandt

kbrandt@marinettecounty.com

Address

1926 Hall Avenue

Marinette WI 54143

Phone

715-732-7409

CC

Robin Elsner

relsner@marinettecounty.com

Stacy Strasler

sstrasler@marinettecounty.com

DUNS

079966339

Funding Information for Grants managed thru SPARC:

Contractor: Marinette County			STAR Supplier ID: 0000071930	
Commodity or Service Description	SPARC Contract Code Number	Current Award Amount	Change	Revised Award Amount
Appendix V Youth Aids		\$519,476.00	\$38,000.00	\$557,476.00
January – June Funding Amount	3413	\$259,738.00	\$0.00	\$259,738.00
July – December Funding Amount		\$259,738.00	\$38,000.00	\$297,738.00
Youth Specific Case Management Systems Fee	3945	\$0.00	(\$38,000.00)	(\$38,000.00)

All Funding allocations are subject to Federal and State budgetary changes.

This is an Amendment of an existing contract for the specific time period, funding, and terms defined. This Amendment is entered into by and between the State of Wisconsin Department of Children and Families and the Contractor listed above. Unless otherwise specified, ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Amendment and the Contract, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. The Department and the Contractor acknowledge that they have read the Amendment and understand and agree to be bound by the terms and conditions.

This Amendment becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by the Department.

Signatures

 Kathy Brandt
 Marinette County Clerk

 Date

DocuSigned by:

 281B3B091330455...

 Division Administrator Wendy Henderson
 Department of Children and Families

10/7/2019 | 8:48:30 AM CDT

 Date

DocuSigned by:

 B4293924AA0B47A...

 Deputy Secretary Jeff Pertl
 Department of Children and Families

10/7/2019 | 9:53:35 AM CDT

 Date

**ANTHEM BLUE CROSS AND BLUE SHIELD
PROVIDER AGREEMENT**

WITH

Marinette County Public Health

**ANTHEM BLUE CROSS AND BLUE SHIELD
PROVIDER AGREEMENT**

This Provider Agreement (hereinafter "Agreement") is made and entered into by and between Blue Cross Blue Shield of Wisconsin doing business as Anthem Blue Cross and Blue Shield (hereinafter "Anthem") and Marinette County Public Health (hereinafter "Provider"), effective as of the date set forth immediately above Anthem's signature (the "Effective Date"). In consideration of the mutual promises and covenants herein contained, the sufficiency of which is acknowledged by the parties, the parties agree as follows:

**ARTICLE I
DEFINITIONS**

"Affiliate" means any entity that is: (i) owned or controlled, either directly or through a parent or subsidiary entity, by Anthem, or is under common control with Anthem, and (ii) that is identified as an Affiliate on Anthem's designated web site as referenced in the provider manual(s). Unless otherwise set forth in the Participation Attachment(s), an Affiliate may access the rates, terms and conditions of this Agreement.

"Agency" means a federal, state or local agency, administration, board or other governing body with jurisdiction over the governance or administration of a Health Benefit Plan.

"Anthem Rate" means the lesser of Provider's Charges for Covered Services, or the total reimbursement amount that Provider and Anthem have agreed upon as set forth in the Plan Compensation Schedule ("PCS"). The Anthem Rate includes applicable Cost Shares, and shall represent payment in full to Provider for Covered Services.

"Audit" means a review of the Claim(s) and supporting clinical information submitted by Provider to ensure payment accuracy. The review ensures Claim(s) comply with all pertinent aspects of payment including, but not limited to, contractual terms, Regulatory Requirements, Coded Service Identifiers (as defined in the PCS) guidelines and instructions, Anthem medical policies and clinical utilization management guidelines, reimbursement policies, and generally accepted medical practices. Audit does not include medical record review for quality and risk adjustment initiatives.

"Claim" means either the uniform bill claim form or electronic claim form in the format prescribed by Plan submitted by a provider for payment by a Plan for Health Services rendered to a Member.

"CMS" means the Centers for Medicare & Medicaid Services, an administrative agency within the United States Department of Health & Human Services ("HHS").

"Cost Share" means, with respect to Covered Services, an amount which a Member is required to pay under the terms of the applicable Health Benefit Plan. Such payment may be referred to as an allowance, coinsurance, copayment, deductible, penalty or other Member payment responsibility, and may be a fixed amount or a percentage of applicable payment for Covered Services rendered to the Member.

"Covered Services" means Medically Necessary Health Services, as determined by Plan and described in the applicable Health Benefit Plan, for which a Member is eligible for coverage.

"Government Contract" means the contract between Anthem and an applicable party, such as an Agency, which governs the delivery of Health Services by Anthem to Member(s) pursuant to a Government Program.

"Government Program" means any federal or state funded program under the Social Security Act, and any other federal, state, county or other municipally funded program or product in which Anthem maintains a contract to furnish services. For purposes of this Agreement, Government Program does not include the Federal Employees Health Benefits Program ("FEHBP"), or any state or local government employer program.

"Health Benefit Plan" means the document(s) that set forth Covered Services, rules, exclusions, terms and conditions of coverage. Such document(s) may include but are not limited to a Member handbook, a health certificate of coverage, or evidence of coverage.

"Health Service" means those services, supplies or items that a health care provider is licensed, equipped and staffed to provide and which he/she/it customarily provides to or arranges for individuals.



GRANT AGREEMENT MODIFICATION
between the
STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES
And
MARINETTE CO HD
for
2019 DPH Consolidated Contract

DPH Contract No.: 40730- 5
Agreement Amount: \$10,924
Agreement Term Period: 10/1/2018- 9/30/2020
CARS Pre-Packet No: 14574

DHS Division: **Division of Public Health**
DHS Grant Administrator: **Chuck Warzecha**
DHS Telephone: **608-266-9780**
DHS Email: Charles.Warzecha@dhs.wisconsin.gov

Grantee Grant Administrator: Ms Molly Bonjean
Grantee Address: 2500 HALL AVE, MARINETTE,
WI, 54143
Grantee Email: mbonjean@marinettecounty.com

Modification Description: We are adding funding for the SNAP-Ed Program (Profile 154461). Please see attached Scope of Work. Final reports are due 45 days from the end of the designated contract period for the included profiles.

This is a Modification of an existing Agreement, as specified above. This Modification of Agreement encompasses both Amendments and Addendums to an existing Grant Agreement. This Modification is entered into by and between the State of Wisconsin Department of Health Services (DHS) and the Grantee listed above. With the exception of the terms being modified by this Grant Agreement Modification, ALL OTHER TERMS AND CONDITIONS OF THE EXISTING AGREEMENT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Modification, including any and all attachments herein and the existing agreement, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. DHS and the Grantee acknowledge that they have read the Modification and understand and agree to be bound by the terms and conditions of the existing agreement as modified by this action. This Modification becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

State of Wisconsin
Department of Health Services

Grantee
Entity Name: _____

Authorized Representative
Name: **Julie A Willems Van Dijk**

Authorized Representative
Name: **Molly Bonjean**

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

DHS CARS STAFF INTERNAL USE ONLY
CARS PAYMENT INFORMATION

The information below is used by the DHS Bureau of Fiscal Services, CARS Unit, to facilitate the processing and recording of payments made under this Agreement.

Agency #:	Agency Name:	Agency Type:	CARS Contract Start Date	CARS Contract End Date	Program Total Contract:
38	MARINETT E CO HD	030	10/1/2019	9/30/2020	\$10,924

Profile ID#	Profile Name	Profile Note	Profile Current Amount	Profile Change Amount	Profile Total Amount	Funding Controls
154661	SNAP NUTR ED GRANT	10/1/19- 9/30/20	-	\$10,924	\$10,924	N/A
					\$10,924	



201 East Washington Avenue, Room E200
P.O. Box 8916
Madison, WI 53708-8916
Telephone: 608-266-8787
Fax: 608-422-7158

Governor Tony Evers
Secretary Emilie Amundson

Division of Safety and Permanence

October 16, 2019

Dear County Human/Social Services Directors:

I am writing to inform you about a new opportunity to apply for funding to support in-home safety and protective planning. *Targeted Safety Support Funds (TSSF)*, formerly In-Home Safety Services, reduces trauma to children by keeping children safe with their families, providing support and resources to build on family strengths, preventing future maltreatment and supporting reunification planning to prevent re-entry. DCF is currently inviting counties and tribes interested in supporting in-home planning apply for this grant. This award is open to county child-welfare and tribal agencies only and excludes DMCPs or private child placing agencies.

Attached to this letter are several documents including:

- 1) Targeted Safety Support Funds Application
- 2) TSSF Program and Funding Guide (contains information about the services eligible for reimbursement under this funding source, as well as reporting requirements)

Applications must be completed and emailed to DCFTSSF@wisconsin.gov no later than the end of the business day on **November 27, 2019**. Successful applicants will be notified of their award amount in December of 2019. Targeted Safety Support Funds will be awarded for a 1-year contract period beginning January 1, 2020.

Two optional Skype webinars/informational calls will be held to present an overview of the funding source and to answer any questions. The call-in number is 1-877-820-7831, and the passcode is 228828. Skype calendar links will be sent in advance of these meetings. The dates and times for these webinars/informational calls are as follows:

November 1, 9:30-11:00

November 8, 1:00-2:30

Thank you for considering this opportunity and for your continuing efforts to support children, youth, and families in your local jurisdictions.

Sincerely,

A handwritten signature in blue ink that reads "Wendy Henderson".

Wendy Henderson
Administrator
Division of Safety and Permanence

cc: John Elliott
Michelle Rawlings
Bureau of Regional Operations



MARINETTE COUNTY POSITION REQUEST FORM

Administration Completes and returns to the Department

Applicable dates:
 Governing Committee HHSB 11-6-19
 Administrative Committee 11-7-19
 County Board 11-12-19

Permission to proceed: [Signature]
 (County Administrator initials and dates)

Department Completes and submits to Human Resources

Department: Health and Human Services
 Department Head: Robin Elsner
 Supervisor: Melissa Freeman
 Position Title: Crisis Coordinator
 Old Position Title: NA
 Hours per Week/Year: 40
 Effective Date: 12 / 1 / 2019
 Account Number(s): 54317000-50111

 Funding taken from: 54317000-50111 (i.e. salaries with or without fringes)

New Positions: Permanent
 Seasonal
 Project
 LTE
 Addition of Current Position
 Eliminate/Create

(check all that apply)

Changes to Existing: Hours of Work
 Title Change
 Location Change

Justification for request: Please attach

Human Resources Completes and submits to Finance

Wage Scale: MC
 Pay Rate/Salary: \$ 27.13 31.01 34.88
 Pay Level: J
 Human Resources Initials: KA

Finance Completes and returns to Administration

Cost of Request:
 Wages: \$ _____ Workers Comp: \$ _____
 FICA: \$ _____ Life Insurance: \$ _____
 Retirement: \$ _____ Longevity: \$ _____
 Other (explain): _____
 Total Cost: \$ See attached Finance Initials: LM

Approval*

Department Head: [Signature: Robin Elsner] 10, 8, 19
 County Administrator: [Signature: John Lyle] 10/14/19

* Minutes from the applicable Governing Committee, Administrative Committee, and County Board meeting must be attached.

received
 KL 10-9-19

Justification for Request: The Health and Human Services Department is requesting to create one (1) Crisis Coordinator position to manage daily operations of the crisis program. Mental health crisis has increased significantly in Marinette County over the past 5 years. In 2014, there were 579 annual crisis contacts. In 2018, crisis contacts increased to 1868 annual contacts. The crisis program is projected to exceed the 2018 number of crisis contacts in 2019.

The Clinic Manager cannot manage the crisis program within a normal work week and manage other clinic operations, including management of the Niagara Clinic. The crisis program is in a reactive mode to handle mental health crisis daily, which makes it difficult to develop linkage and follow up programming to reduce crisis situations and connect citizens to services necessary to stabilize these situations.

The Crisis Coordinator position would require a licensed mental health professional to provide clinical direction to staff working in the crisis program. The individual would be responsible for signing daily crisis reports, providing clinical direction to crisis workers, provide direct support to Anthony House Crisis Diversion and local Adult Family Homes to improve client care and develop effective crisis plans to reduce crisis contacts. This position would further coordinate the after- hours crisis schedule and serve as back-up during daytime business hours for the current 26 behavioral health staff required to handle daytime crisis calls. Currently, the daytime back-up staff clear their schedules working with clients to ensure availability to manage assigned crisis calls.

The Crisis Coordinator position would be funded using no additional tax levy dollars.

- Increased revenue by no longer utilizing daytime back-up staff to manage crisis-\$43,745.00
- Increase revenue for Crisis Coordinator billing supervision to Anthony House, handling crisis contacts and creating crisis plans for individuals living in AFH or group homes-\$13, 520.00
- 2020 additional DCF funding-\$27,315.93

Total Cost of Crisis Coordinator position-\$84,580.93

**Marinette County Health & Human Services
 Fiscal Impact - Crisis Coordinator
 Using 2020 Budget Figures**

Staff	Hours	Per Hour	111		151		6.75%		154		155		.17% or 2%		Total Benefits	Total S&B
			SALARY	S.S.	RET	H&D	LIFE	W/C								
Crisis Coordinator	2,080.00	\$ 27.13	\$ 56,430.40	\$ 4,316.93	\$ 3,809.05	\$ 18,782.18	\$ 113.76	\$ 1,128.61	\$ 28,150.53	\$ 84,580.93						

Assumptions:

Create NEW Full time Masters Level Crisis Coordinator Position
 Grade J - Minimum Rate(Exempt)
 Employee/Spouse Health & Dental

Increased Revenue from no longer needing Day Backups	(43,745.00)
Increased Revenue for Crisis Coordinator billing AH Supervision	(13,520.00)
Additional 2020 DCF Funding	(27,315.93)
Total Fiscal Impact(Levy Increase)	(0.00)



Job Title: Crisis Coordinator

Department: Health & Human Services

Position Reports to: Community Services Supervisor

Pay Grade Level: Carlson-Dettmann J

FLSA Status: Exempt

Position Status: Full Time

JOB ANALYSIS

This position is responsible to provide clinical supervision of the Crisis Program and the Anthony House Crisis Diversion Group Home and to develop crisis plans with community providers. Additional duties include assisting the Inpatient/Crisis Case Manager to coordinate voluntary and involuntary inpatient mental health and AODA services, coordinating court proceedings and all required attendees, providing crisis services during regular business hours and some after hours if necessary and scheduling After Hours crisis coverage.

ESSENTIAL JOB FUNCTIONS

- A. Provide clinical supervision of the Crisis Program for Inpatient/Crisis Case Manager and After Hours Crisis Workers.
- B. Complete crisis plans with behavioral health staff and community partners, ensuring crisis billing for all crisis work.
- C. Sign, review and staff all crisis contacts completed by behavioral health and crisis staff.
- D. Assist Crisis staff with inpatient coordination and Chapter 51 commitments.
- E. Serve as back up to the Inpatient/Crisis Case Manager in addressing crisis contacts, case management and aftercare services upon discharge from inpatient care.
- F. Attend staffing with other behavioral health units to address crisis treatment needs of clients.
- G. Assist with management of crisis cases and coordinate services with nursing homes, hospitals, Community Based Residential Facilities (CBRF), foster homes and other community providers.
- H. Prepare and maintain resource files on inpatient facilities, nursing homes, CBRFs and foster homes.
- I. Meet with family members and clients to discuss commitment requirements, conditions, procedures and alternatives.
- J. Screen evidence for the District Attorney and Corporation Counsel offices.
- K. Assist Inpatient/Crisis Case Manager to coordinate agency representation at commitment hearings, testify and monitor outpatient commitments.
- L. Perform crisis counseling, assess and refer clients for linkage and follow-up with behavioral health providers.
- M. Provide case management services to clients in crisis diversion, conduct staffing with crisis diversion staff and coordinate treatment services after discharge.
- N. Record client contacts and clinical documents into The Clinical Manager program and monitor contacts from Northwest Connections crisis telephone and scan documents into the department's system.
- O. Serve as back to Inpatient/Crisis Case Manager during business hours and After Hours Crisis Workers after normal business hours.

REQUIRED ABILITIES

- A. Maintain security of confidential matters and materials.
- B. Maintain knowledge of applicable current local, state, and federal laws, rules and regulations.
- C. Operate modern office equipment.
- D. Communicate orally and in writing effectively.
- E. Present information to management, small groups and individuals.
- F. Respond to inquiries, complaints or questions from a group or individual setting.
- G. Remain calm and levelheaded in difficult, unexpected or emergency situations.
- H. Establish and maintain an effective working relationship with department heads, employees, the general public and other agency staff.
- I. Possess excellent public relation skills.
- J. Apply excellent trouble shooting skills.

- K. Exercise the judgment and creativity required in situations involving the direction, control and planning of an entire program or multiple programs.
- L. Respond effectively to the most sensitive inquires or complaints.
- M. Add, subtract, divide and multiply.
- N. Memorize and retain information over long and short periods of time.
- O. Apply attention to detail.
- P. Apply procedures and interpret instructions accurately.
- Q. Perform effectively under tight time frames and demanding schedules.
- R. Plan and monitor assigned activities.
- S. Prioritize multiple tasks and meet scheduled deadlines.
- T. Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
- U. Work as team player in the absence of or with minimal supervision.
- V. Manage unexpected changes within job duties.
- W. Work independently and exercise sound professional judgment.
- X. Plan, organize and direct the work of others.

QUALIFICATIONS

- A. Requires a Master’s degree from an accredited school in the social work or closely related field.
- B. Prefer clinical experience in mental health crisis situations working with mentally ill clients and/or substance abusers.
- C. Possess and maintain an insurance acceptable driver’s license.
- D. Requires one of the following:
 1. Attain Medical Assistance Qualified Treatment Trainee Certificate within two months of hire and then attain active WI DSPS License/Certification as a Clinical Social Worker, Professional Counselor or Marriage & Family Therapist within two years of hire.
 2. An active WI DSPS License/Certification as an Advanced Practice Social Worker, a Clinical Social Worker, Professional Counselor or Marriage & Family Therapist at time of hire.
 3. An active Out-of-State License/Certification equivalent to a license/certification indicated in E1 or E2 at time of hire and then attain equivalent WI DSPS license/certification within six months of hire. In-Training shall continue to follow further requirements indicated in E1.
- E. Requires qualification under the Wisconsin Caregivers Law, Wisconsin Act 27.

ENVIRONMENTAL CONDITIONS OF THE WORKPLACE

- A. Work indoors in a controlled environment.
- B. Work outdoors exposed to changing weather conditions.
- C. Work in client homes and the community as needed.
- D. Interact with abusive and/or difficult individuals occasionally.
- E. May be exposed to body fluids and communicable diseases.

PHYSICAL DEMANDS

- A. Requires hand-eye coordination.
- B. Sit for long periods of time.
- C. Lift and/or carry up to ten pounds frequently, occasionally lifting in excess.

ADDITIONAL DUTIES

- A. Work outside of normal hours when necessary.
- B. Perform additional duties as assigned.
- C. Perform psychotherapy if possess active WI DSPS License/Certification as Clinical Social Worker, Professional Counselor or Marriage & Family Therapist.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE EMPLOYEE ASSIGNED TO THIS POSITION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB RESPONSIBILITIES AND DUTIES PERFORMED BY PERSONNEL SO CLASSIFIED.

MARINETTE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGE BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH MARINETTE COUNTY WHEN NECESSARY.

Prepared: 07/2019 & 10/2019
 Approved: 10/14/2019 Human Resources & Administration

10/14/2019 Position pending committees and County Board approvals.



MARINETTE COUNTY POSITION REQUEST FORM

Administration Completes and returns to the Department

Applicable dates:

Governing Committee HHSB 11-6-19
 Administrative Committee 11-7-19
 County Board 11-12-19

Permission to proceed:

[Signature]
 (County Administrator initials and dates)

Department Completes and submits to Human Resources

Department: Health and Human Services
 Department Head: Robin Elsner
 Supervisor: Quinn Hansen
 Position Title: Social Work Coordinator
 Old Position Title: CPS Ongoing Social Worker/Juvenile Court Social Worker
 Hours per Week/Year: 40
 Effective Date: 12 / 1 / 2019
 Account Number(s): 54502000-50111
54554000-50111
 Funding taken from: 54502000-50111/54554000-50111 (i.e. salaries with or without fringes)

New Positions: Permanent
 Seasonal
 Project
 LTE
 Addition of Current Position
 Eliminate/Create

Changes to Existing: Hours of Work
 Title Change
 Location Change

Justification for request: Please attach

Human Resources Completes and submits to Finance

Wage Scale MC
 Pay Rate/Salary: \$ 25.27 28.87 32.48
 Pay Level: I
 Human Resources Initials: KR

Finance Completes and returns to Administration

Cost of Request:
 Wages: \$ _____ Workers Comp: \$ _____
 FICA: \$ _____ Life Insurance: \$ _____
 Retirement: \$ _____ Longevity: \$ _____
 Other (explain): _____
 Total Cost: \$ See Attached Finance Initials: LM

Approval*

Department Head: [Signature] 10/8/19
 County Administrator: [Signature] 10/14/19

* Minutes from the applicable Governing Committee, Administrative Committee, and County Board meeting must be attached.

received
KL 10-9-19

Justification for Request: The Health and Human Services Department is requesting to eliminate one(1) social work position within the Child and Family Unit and create one(1) Social Work Coordinator position. The position would be assigned a higher level of duties based upon the current unit need and increased volume of child protective services referrals. Child abuse and neglect referrals continue to increase annually. Case complexity and state mandates have also affected caseload. The surge in children needing protection continues throughout the state. In Marinette County, there were 703 child abuse and neglect referrals in 2013. In 2018, the number increased to 839. In 2019, the Child and Family Unit is projected to have over 900 child abuse and neglect referrals.

In addition, the number of foster care placements continues to rise. Placements have risen since 2015 from 55 to 61 at the end of 2018. Placements in 2019 are currently over 70. The department has budgeted approximately \$330,000 for the 2019 budget. The department anticipates spending approximately \$480,000 in 2019. The department prefers to keep children in their homes despite the state trend of increased use of out of home care. The Child and Family Manager's workload is currently unmanageable. The creation of a Social Work Coordinator position will allow the manager to focus on reducing foster care placements and develop In-Home Safety programming to reduce tax levy funding. The creation of the Social Work Coordinator position will also assist the Child and Family Manager to balance the current staff /supervisor ratio by utilizing the coordinator to assist with work direction and case assignment for child protection and juvenile justice cases

The department has realized additional funding for Child Welfare operations from the state as supported by the Governor's 2019-21 budget for Child Welfare. The current tax levy fiscal impact for creating this position is no levy fiscal impact. Decreasing out of home placements is anticipated to further reduce the tax levy impact for Marinette County.

**Marinette County Health & Human Services
 Fiscal Impact - Child & Family Social Work Coordinator
 Using 2020 Budget Figures**

Staff	FTE	Hours	Par Hour	6.75%				.17% or 2%		Total Benefits	Total S&B
				111 SALARY	151 S.S.	152 RET	154 H&D	155 LIFE	159 W/C		
New Worker - Mid Grade I	1.00	2,080.00	\$ 28.87	\$ 60,049.60	\$ 4,593.79	\$ 4,053.35	\$ -	\$ 121.06	\$ 1,200.99	\$ 9,969.19	\$ 70,018.79
Current Worker-Mid Grade H	1.00	2,080.00	\$ (26.74)	\$ (55,619.20)	\$ (4,254.87)	\$ (3,754.30)	\$ -	\$ (112.13)	\$ (1,112.38)	\$ (9,233.68)	\$ (64,852.88)
			\$ 2.13	\$ 4,430.40	\$ 338.93	\$ 299.05	\$ -	\$ 8.93	\$ 88.61	\$ 735.52	\$ 5,165.92

Assumptions:

All Current C&F Workers Grade H

Eliminate 1 Current Worker and Create 1 New Worker classified Grade I

Additional DCF Funding	(5,165.92)
Total Fiscal Impact (Levy Increase)	(0.00)

Additional Duties

- 1) Screen child protective reports in supervisor's absence.**
- 2) Assign investigations to Initial Assessment Social Workers as needed**
- 3) Read and approve child protective paper work in the state system**
- 4) Assist new employees with social work training. Includes paperwork, working with clients and court preparation.**
- 5) Assist all unit workers with court proceedings and Temporary Placement Condition (TPC) hearings. Assist social workers with court paperwork, case management and other court hearings per request.**
- 6) Receive, review referrals on juveniles who have allegedly committed a delinquent act. Offer intake conferences with the juvenile and the family, make recommendations to the District Attorney on how the department would like the referral handled. Will follow case through disposition if the case is filed from the DA's office.**
- 7) Assign child protective or juvenile cases based upon worker knowledge and availability.**
- 8) Serve as Truancy Coordinator for the department. Hold annual meetings with school districts, receive truancy referrals, send letters to families and document referrals.**



Job Title: Social Work Coordinator

Department: Health & Human Services

Position Reports to: Child & Family Services Manager

Pay Grade Level: Carlson-Dettmann I

FLSA Status: Exempt

Position Status: Full Time

JOB ANALYSIS

This position is responsible to provide case supervision and management of child protective and juvenile service cases within Marinette County. Additional duties include assisting with the delivery of services for the Child & Family Unit. Decisions regarding daily work activity are made independently within the context of established policies and procedures.

ESSENTIAL JOB FUNCTIONS

- A. Interview and observe children and adults to collect information.
- B. Provide counseling and supervision services for children and families in need.
- C. Provide case management and supervision for alternative care cases.
- D. Provide crisis intervention and counseling.
- E. Place children in alternative care when needed.
- F. Complete necessary forms/reports to maintain legal compliance.
- G. Provide juvenile court services as needed.
- H. Participate in unit meetings when required.
- I. Explain policies and procedures to families.
- J. Provide feedback to supervisors/case workers regarding cases.
- K. Adhere to mandated timelines as required by the state EWISACWIS system.
- L. Screen child protective reports in supervisor's absence or as assigned.
- M. Assign investigations to Initial Assessment Social Workers as needed once report is screened.
- N. Review and approve child protective paperwork in the state system.
- O. Assist new employees with social work training, including completing paperwork, working with clients and preparing for court.
- P. Assist all unit workers with court proceedings, Temporary Placement Condition (TPC) hearings, court paperwork, managing cases and other court hearings if requested.
- Q. Receive and review referrals on juveniles who have allegedly committed a delinquent act; offer intake conferences with the juvenile and family; provide recommendations to the District Attorney (DA) regarding preferred handling of the referral; follow the case through disposition if case is filed in DA's office.
- R. Assign child protective or juvenile cases based upon worker knowledge and availability.
- S. Serve as Truancy Coordinator for department; hold annual meetings with school districts, receive truancy referrals, send letters to families and document referrals.

REQUIRED ABILITIES

- A. Maintain security of confidential matters and materials.
- B. Maintain knowledge of current local, state and federal laws, rules and regulations that apply.
- C. Operate modern office equipment.
- D. Communicate effectively orally and in writing.
- E. Present information to management, small groups and individual situations.
- F. Remain calm and levelheaded in difficult, unexpected or emergency situations.
- G. Establish and maintain an effective working relationship with department heads, employees, general public and other agency staff.
- H. Add, subtract, divide and multiply.
- I. Apply common sense understanding to carry out simple instructions.

- J. Apply procedures and interpret instructions accurately.
- K. Perform effectively under tight time frames and demanding schedules.
- L. Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
- M. Explore and research problems effectively to ensure positive results.
- N. Work as team player in the absence of or with minimal supervision.
- O. Manage unexpected changes within job duties.
- P. Demonstrate working knowledge and application of eWISACWIS.
- Q. Possess working knowledge of general office procedures, computer hardware/software and office equipment.

QUALIFICATIONS

- A. Requires a Bachelor’s degree in Social Work or closely related field; Child Welfare Tract preferred.
- B. Prefer experience in Child Protective Services or Child Welfare.
- C. Possess and maintain an insurance acceptable driver’s license.
- D. Requires qualification under the Wisconsin Caregivers Law, Wisconsin Act 27.
- E. Requires an active Wisconsin Social Work Certification within six months of hire **OR** Wisconsin Social Worker – Training Certificate within six months of hire and then an active Wisconsin Social Work Certification within twelve months of hire.
- F. Requires successful completion of the State Intake Training within the first six months of hire.

ENVIRONMENTAL CONDITIONS OF THE WORKPLACE

- A. Work indoors in a controlled environment.
- B. Deal with challenges and criticism on a regular basis.
- C. Work in client homes and the community as needed.
- D. Travel to all county workstations on an as needed basis.
- E. Interact with abusive and/or difficult individuals occasionally.
- F. Work in a fast-paced high-pressure position.
- G. Exposed to body fluids and communicable disease.

PHYSICAL DEMANDS

- A. Requires good hand-eye coordination.
- B. Sit for long periods of time.
- C. Lift and/or carry up to 25 pounds frequently, occasionally in excess.

ADDITIONAL DUTIES

- A. Work outside of normal hours when necessary.
- B. Perform additional duties as assigned.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE EMPLOYEE ASSIGNED TO THIS POSITION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB RESPONSIBILITIES AND DUTIES PERFORMED BY PERSONNEL SO CLASSIFIED.

MARINETTE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGE BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH MARINETTE COUNTY WHEN NECESSARY.

Prepared: 07/2019 & 10/2019
 Approved: 10/14/2019 Human Resources & Administration

10/14/2019 Position pending committees and County Board approvals.

Opioids: NARCAN® Direct Program

Now accepting applications

To reduce opioid-related overdose deaths in Wisconsin, the Department of Health Services (DHS) has contracted with Emergent BioSolutions to establish the NARCAN® Direct Program. The NARCAN® Direct Program aims to address Wisconsin's opioid epidemic by providing NARCAN® to community agencies capable of distributing it to people at risk for an opioid overdose and people who may witness an opioid overdose. NARCAN® is the nasal spray formulation of naloxone, a drug used to reverse opioid overdoses.

This is a grant program funded by Wisconsin's share of the State Opioid Response grant from the Substance Abuse and Mental Health Services Administration. The grant funding period is October 1, 2019, through September 29, 2020.

The deadline to apply is November 15, 2019.

Eligible applicants

- County and municipal public health departments (County public health departments participating in Wisconsin's Prescription Drug/Opioid Overdose-Related Death Grant Program are not eligible.)
- Tribal health clinics
- Syringe exchange programs

Program timeline

Date	Activity
October 24, 2019	Application posted
November 15, 2019	Applications due
By December 1, 2019	Applications and grant funding amounts approved
By December 13, 2019	Approved agencies begin ordering, training, and distributing naloxone as part of the NARCAN® Direct Program
December 2019-September 2020	Approved agencies submit monthly reports to DHS
September 29, 2020	Grant period ends (Additional grant year funding will be based on available funding)

Program details and requirements

DHS will notify agencies approved to participate in the NARCAN® Direct Program and the amount of NARCAN® that will be available to the agency for the grant period. Approved agencies will also receive instructions for requesting NARCAN® and reporting on the agency's training and distribution efforts.

Once approved, agencies will be able to order NARCAN® through DHS for direct shipment to their agency. Agencies can order NARCAN® as they need it throughout the grant year, up to the approved amount. Each case of NARCAN® contains 12, two-dose boxes of NARCAN® (24 individual doses per case). Only orders by the case are allowed (multiples of 12). It is anticipated that orders will be shipped within 48 hours of receipt of the order.

There is no limit to the amount of NARCAN® an agency can request through the NARCAN® Direct Program application process. Awards will be made based on available funding and the reasonableness of the request for the agency's service area. Applicants should identify their anticipated annual NARCAN® need based on their best estimates, prior experience, and community need. Requests may be reduced based on the number of requests received, available funding, and an equitable distribution of resources throughout the state.

NARCAN® Direct Program agencies will be required to have at least one staff member attend a DHS sponsored naloxone train-the-trainer event and use the curriculum provided to train others in the administration of naloxone. It is anticipated that the train-the-trainer events will be offered throughout the state beginning in December 2019.

As a condition of participation in the NARCAN® Direct Program, agencies are required to:

- Have at least one staff member attend a DHS sponsored naloxone train-the-trainer event.
- Distribute NARCAN® and train individuals and agencies at high risk of an opioid-related overdose or at high risk of witnessing an opioid-related overdose within their identified service area.
- Establish a tracking system to document NARCAN® distribution, training, and refills.
- Complete monthly data reporting of naloxone training and distribution efforts including:
 - Number of trainings held.
 - Number of individuals trained by sector.
 - Number of naloxone administration trainers trained.
 - Amount of naloxone distributed.
 - Number of naloxone refills provided and reason for refill. (for example: used, lost, stolen, confiscated).
 - Outcome of naloxone administrations by those trained and provided naloxone through the NARCAN® Direct Program.

Application

[Complete this online application by November 15, 2019.](#) The online application allows you to save your progress in order to return to the application before submission. Once submitted, you will receive a confirmation email with a copy of your application for your records.

Questions? [Email Christy Niemuth.](#)

2019 - 2020

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		