



AGENDA HEALTH AND HUMAN SERVICES BOARD

Wednesday, January 8, 2020

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 December 11, 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
 - Communicable Disease Report
 - Tobacco 21
 - Director's Report. Discussion only.
 - Organization Chart and current vacancies
 - Update on the Share Academy
 - Update on Northwest Connections
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 Accounts
 - G. Discuss/Consider Approval of New/Revised Contracts ~
 - i. 2020 - Beth Leffel – Physical Therapy – New in the amount of \$7,000.00, subject to Corporation Counsel Review, action if any.

11. Discuss/consider recommend Administrative Committee approve the creation of one (1) TAD Case Manager position effective immediately, action if any.
12. Discuss/Consider approval of the MIPPA Grant Agreement for the award amount of \$645.00, subject to Corporation Counsel review, action if any.
13. Discuss/consider authorizing Public Health Officer to apply, accept if awarded and administer the United Way Grant up to an amount of \$4,500 to purchase approximately 75 car seats, action if any.
14. Discuss/consider authorizing Public Health Officer to apply, accept if awarded and administer the Birth to 3 Program: Innovation in Social-Emotional Development Grant up to an amount of \$250,000, action if any.
15. Future agenda items
16. Identify Next Meeting Date – Wednesday, February 5, 2020
17. Adjournment

Attachments

- 2019/2020 Meeting Calendar

Addendum(s) when applicable

Mike Behnke
Paul Gustafson
Bob Hoyer

Tom Mailand
Jillian Schutte
Gail Wanek

Brandon Jeske
Kelly Christian
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, December 11, 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: Nicole Albrecht, Molly Bonjean, Thomas Doyle, Robin Elsner, John Lefebvre, Glenn Sartorelli Stacy Strasler, Deputy Wyss, Bay Cities Radio & Eagle Herald

1. **Call meeting to order.**
Meeting called to order by Chair Gustafson at 1:30 p.m.
2. **Introduce New Staff** ~ None
3. **Employee Recognition** ~ None
4. **Approval of agenda and amendment**
Motion (WANEK/SCHUTTE) to approve agenda. Motion carried no negative votes.
5. **Approval/correction of minutes**
Motion (HOYER/WANEK) to approve the minutes of the November 6, 2019 meeting. Motion carried no negative votes.
6. **Public Comment** ~ None
7. **Correspondence** ~ None
8. Motion (BEHNKE/WANEK) to approve authorizing the County Veterans Service Officer to apply and accept if awarded and administer the Wisconsin Department of Veterans Affairs County Veterans Service Officer Grant in an amount up to \$10,000. Motion carried no negative votes.
9. **Reports of outside agencies and others** ~ None
10. **Reports of internal staff**
 - HHS Program Report – Nicole Albrecht, ADRC ~ Scams
 - Overviewed various scams affecting citizens.
 - Add your phone number to “The National Do Not Call Registry” - Go to donotcall.gov or call 1-888-382-1222 from the home or cell phone you want to register. It is free.

- Public Health Officer Report
 - WI Wins 2019 Compliance Check Results – with Deputy Brad Wyss
 - Checked 56 establishments – 11 of those sold a tobacco/nicotine product to a minor.
 - Alcohol compliance check sales decreased from 46% in 2016 to 11% in 2019, which is very positive.
 - WI Suspected Opioid Report – overviewed flyer in packet
 - The Burden of Binge Drinking in Wisconsin Report – overviewed flyer in packet
 - LifePoint Program – update
 - Officially began in November. Just started so numbers are very low.
 - On December 12th a representative from the Aids Resource Center will be on-site to offer Narcan and testing for Hepatitis C / HIV.
 - Safe Kids Coalition – Americas Favorite Crossing Guard
 - Please vote for our local crossing guard – Gail Bantes @ <https://www.safekids.org/crossing-guard>
- Director’s Report. Discussion only.
 - Organization Chart and current vacancies ~ Overviewed
 - Update on the Share Academy ~ currently have 6 residents with 1 bed being utilized for crisis when needed.
 - Received a “Letter of Intent” from person interested in serving on our Health & Human Services Board to fill the seat previously held by Marilyn Lawson.
 - It is going well with Northwest Counseling taking our after-hours crisis calls.

11. Discuss/Consider Department’s Financial Report.

- A. Review of Paid Invoices.
- B. Schedule of Appropriation Entries - None
- C. Act on Uncollectible Accounts ~ Motion (JESKE/BEHNKE) to approve the write off of the November 2019 Uncollectible Accounts in the amount of \$38,806.15. Motion carried no negative votes.
- D. Act on Accounts to write off and turn over to the Finance Department for Collections. Motion (BEHNKE/MAILAND) to approve the write off and turnover of the November 2019 Accounts to Write Off and Turn Over to the Finance Department for collections, in the amount of \$10,801.44. Motion carried no negative votes.
- E. Update Status of accounts turned over for Collections. ~ Reviewed HHSD Collections report. The total collections for the payment period of November 2019 are \$7,422.66. Reviewed Account Summary Report prepared by Finance Systems of Green Bay, Inc. The total collections for the payment period of November 2019 are \$20.00 with \$14.00 being paid to HHSD after \$6.00 commission.
- F. Update Status on High Cost Purchase of Service Accounts

- 1a. Lincoln Hills (#54559000-52320) – 1 placement in November. Favorable for the year by \$98,125.50.
- 1b. Copper Lake (#54559000-52320) – 1 placement in November. Unfavorable for the year by \$128,639.00.
- 2. Child Care Institute Placements (Chileda) (#54558000-52320). Unfavorable for the year by \$5,071.97.
- 2b. Child Care Institute Placements (Family Services) (#54558000-52320) – 0 placements in November. Unfavorable for the year by \$35,395.36.
- 3a. Purchase of Services (Inpatient Services) (#54310000-52291) Unfavorable for the year by an estimated \$14,573.67.
- 3b. Purchase of Services (Inpatient Services – Winnebago /Mendota) (#54310000-52292). Favorable for the year by \$31,267.86.
- 4. Purchase of Services (Institute for Mental Disease) (#54310000-52291) Unfavorable for the year by \$31,968.00.

G. Discuss/Consider Approval of New/Revised Contracts: None

- 12. **Wood County Contract**
Motion (BEHNKE/JESKE) approval of the Wood County Contract in the amount of \$6,215.44 for a 28-day Share Academy placement; subject to Corporation Counsel review. Motion carried no negative votes.
- 13. **2019 DPH Consolidated Prevention and Health Services (PHHS) contract #40730-6**
Motion (BEHNKE/HOYER) to approve approval of the 2019 DPH Consolidated Prevention and Health Services (PHHS) contract #40730-6 in the amount of \$6,884.00; subject to Corporation Counsel review. Motion carried no negative votes.
- 14. **Resolution # 522-19**
Motion (HOYER/JESKE) to approve resolution # 522-19 on the 2020 contracts, agreements and MOU's listed in Appendices A, B and C and recommend to the Marinette County Board; subject to Corporation Counsel review. Motion carried no negative votes.
- 15. **Red Squirrels Organization donation**
Motion (BEHNKE/HOYER) to approve accepting a donation of \$1,000.00 from the Red Squirrels organization / Craig Johnson. Motion carried no negative votes.
- 16. **Inclusa Memorandum of Understanding and the Business Associate Agreement**
Motion (JESKE/BEHNKE) approval of the Inclusa Memorandum of Understanding and the Business Associate Agreement. Motion carried no negative votes.
- 17. Future agenda items – Northwest Connections report

18. Identify Next Meeting Date – Wednesday, January 8, 2020
19. **Adjournment**
Motion (JESKE/BEHNKE) to adjourn at 2:43 pm. Motion carried no negative votes.

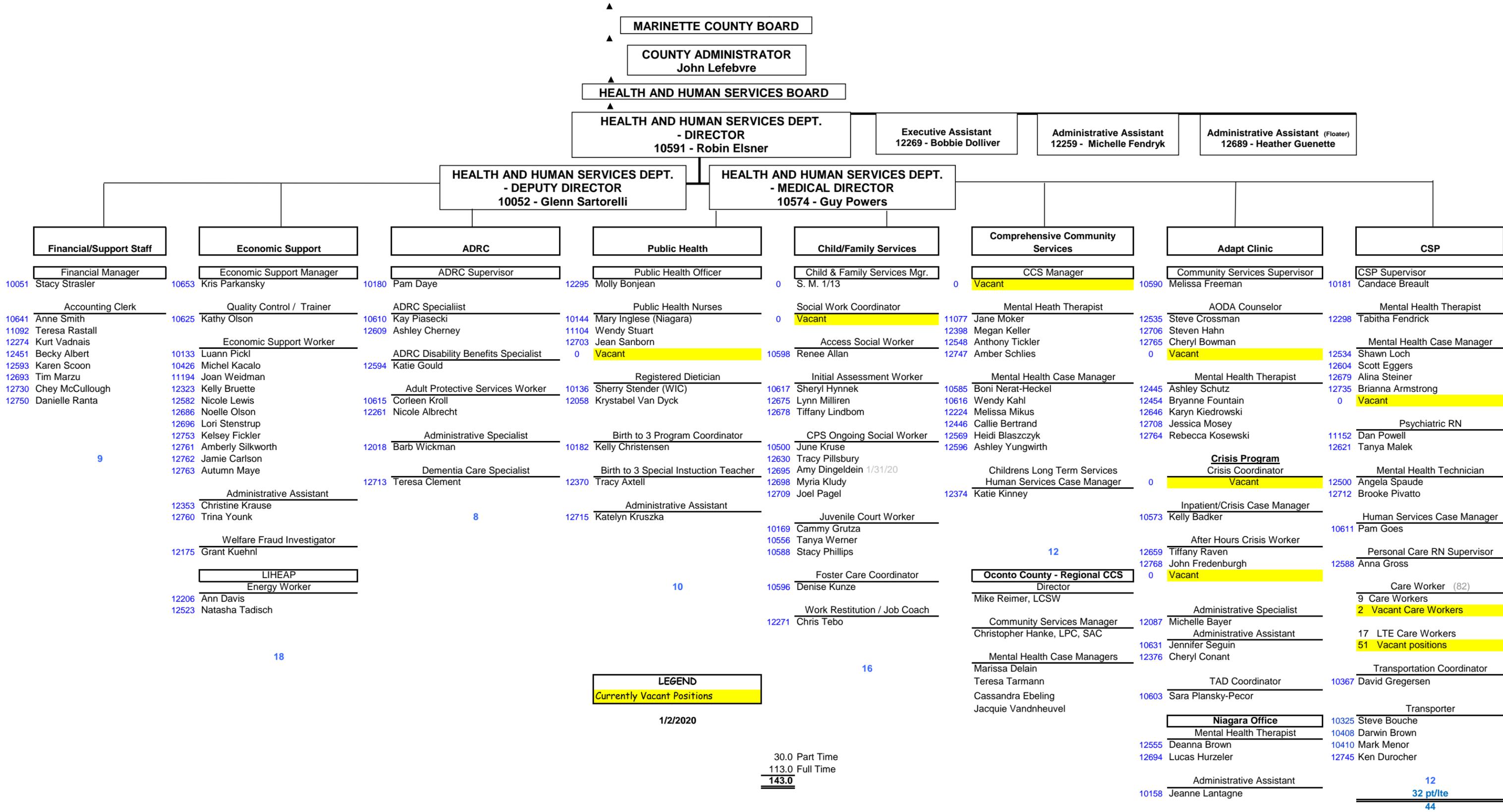
Bobbie Dolliver, Recorder

Date approved/corrected:

**Marinette County Health and Human Services Department
2019 Public Health Communicable Disease Report**

Reportable Disease Investigations	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
AFB Smear	2												2
Anaplasmosis			1	1	1	2	9	7	4	3	3	1	32
Babesiosis	1	1	1		1	4	1	2		1		1	13
Blastomycosis													0
Campylobacteriosis		3	2	1	2	2	1	2	1	2		2	18
Carbon Monoxide Poisoning	1	1	2	1		2	1		2	1	1	4	16
Chlamydia Trachomatis Infection	22	7	7	11	13	9	12	9	9	10	7	13	129
Coccidioidomycosis												1	1
Cryptococcus Infection													0
Cryptosporidiosis	1	1							1	1			4
Cyclosporiasis													0
E-Coli, enteropathogenic (EPEC)	4						1		2	2			9
E-coli, enterotoxigenic (ETEC)					1								1
E-coli, shiga toxin-producing (STEC)	1			1	1	1							4
Ehrlichiosis, E. chaffeensis		2			1	1	1		2	3	1		11
Ehrlichiosis, E. muris eauclairensis (EML)							1						1
Ehrlichiosis/anaplasmosis, undetermined							1	1					2
Giardiasis						1	1	2		2			6
Gonorrhea	1	3	1			1	4	2	1			1	14
Haemophilus Influenzae, Invasive						1						1	2
Hepatitis A						1							1
Hepatitis B, Acute													0
Hepatitis B, Chronic		1	1	1	1					1	2	1	8
Hepatitis C, Acute		2	1				1					1	5
Hepatitis C, Chronic	2		3	5	3	4	4	2	5	2	2	2	34
Histoplasmosis									1				1
Influenza - Hospitalization	3	8	19	10	1					1		2	44
Legionellosis								1					1
Listeriosis											1		1
Lyme Disease	3	3	3	6	5	22	31	39	23	19	8	14	176
Lyme, Laboratory Report	2	4			1	1	2			3	5	1	19
Measles, Rubeola	1		1				1	1				1	5
Meningitis, Bacterial other													0
Mumps	1	1	1			2							5
Mycobacterial Disease (non-tuberculosis)	4	5	3	1	1	2		6	2	2	2	4	32
Pertussis (Whooping Cough)							1		2	6	1		10
Rocky Mountain Spotted Fever								1					1
Salmonellosis						1	1			1	2		5
Shigellosis													0
Streptococcal Disease, Invasive, Group A				1									1
Streptococcal Disease, Invasive, Group B	1		3	1	2	1	1	1	1	1	1		13
Streptococcal Infection, Other Invasive	2		3			1							6
Streptococcus Pneumoniae, Invasive			1	1	2	1			1				6
Syphilis Reactor	1	1				1				1	1	1	6
Syphilis, Secondary													0
Toxoplasmosis													0
Transmissible Spongiform Encephalopathy (TSE)					1						1		2
Tuberculosis									1				1
Tuberculosis, Latent Infection (LTBI)	1	1		1	1	3	1	1	1	1	2	1	14
Typhus Fever													0
Varicella (Chickenpox)		2		2	3	2		1	4	3	2		19
Yersiniosis	1												1
Animal Bites Reported	4	5	13	7	8	6	10	15	18	9	6	11	112
Environmental Hazard Complaints	1	4	5	8	5	5	13	4	7	5	1	6	64
WIC Clients Served - Average	505	495	518	523	511	524	517	503	513	518	512	499	511.5
Birth to 3 Clients Served - Average	54	48	51	46	49	46	45	46	40	43	57	62	48.92
Fluoride Treatments	8	6	5	2	7	5	2	0	0	0	0	0	35
Clients	20	37	23	32	38	29	28	32	45	1993	107	46	2430
Vaccines Given	30	57	35	48	74	44	39	53	74	2039	147	70	2710
Flu Shots (Adult) (19 AND OVER)	1	3	2	1	1	0	0	0	13	668	47	2	738

MARINETTE COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT ORGANIZATIONAL CHART



CSP

CSP Supervisor

10181 Candace Breault

Mental Health Therapist

12298 Tabitha Fendrick

Mental Health Case Manager

12534 Shawn Loch
12604 Scott Eggers
12679 Alina Steiner
12735 Brianna Armstrong

Psychiatric RN

11152 Dan Powell
12621 Tanya Malek

Mental Health Technician

12500 Angela Spaude
12712 Brooke Pivatto

Human Services Case Manager

10611 Pam Goes

Personal Care RN Supervisor

12588 Anna Gross

Care Worker (82)

9 Care Workers
2 Vacant Care Workers

LTE Care Workers

17 LTE Care Workers
51 Vacant positions

Transportation Coordinator

10367 David Gregersen

Transporter

10325 Steve Bouche
10408 Darwin Brown
10410 Mark Menor
12745 Ken Durocher

LEGEND

Currently Vacant Positions

1/2/2020

30.0 Part Time
113.0 Full Time
143.0

12
32 pt/lte
44

Vendor Name	Vendor Total	Full Description
CHILEDA INSTITUTE, I	\$ 16,700.40	0008020561 EWISACWIS
CHRISMAN, CINDY	\$ 150.00	0008046401 EWISACWIS
CLEARCARE, INC.	\$ 440.00	Homecare Client Software System
CODDINGTON, RACHEL	\$ 732.00	0008086590 EWISACWIS
COOK, CATHY	\$ 244.00	0008037888 EWISACWIS
CORPORATE GUARDIANS	\$ 585.00	Guardianship Service for Oct
COURNEY, JACALYN	\$ 244.00	0008059447 EWISACWIS
DIGI INTERNATIONAL I	\$ 14.95	November- Continuous Monitoring
DIONNE, JESSICA	\$ 244.00	0008052741 EWISACWIS
DOLRTREE 1116 000111	\$ 19.00	CSP supplies
EAGLE-HERALD PUBLISH	\$ 210.00	12 months of newspapers
EGGENER, CHRISTINA	\$ 1,192.93	0008067498 EWISACWIS
ELIAS, BARB	\$ 244.00	0008053105 EWISACWIS
ENTRANCE TECHNOLOGIE	\$ 350.00	Annual Service Agreement-ADRC Doors
FAMILY DOLLAR #6028	\$ 80.92	Parenting supplies
FENDRYK, CECELIA	\$ 1,372.00	0008087301 EWISACWIS
FOUNDATIONS	\$ 2,227.20	0008004685 EWISACWIS
FUCHS, CHRIS	\$ 400.00	0008066592 EWISACWIS
GILLESPIE, CAYSE	\$ 588.00	0008084055 EWISACWIS
GLAXOSMITHKLINE PHAR	\$ 1,824.70	Havrix PFS; Shingrix Vac
GOODWILL INDUSTRIES	\$ 1,626.68	Prevocational Service
GOSSEN, DAWN	\$ 244.00	0008035347 EWISACWIS
GREGG, PENNY LYNN	\$ 873.98	AM- 11/11- 1 hr & 22 mi; CHpt- 11/5, 11/11, 11/27- 4.5 hr & 64 mi; MJR- 11/1, 11/12, 11/25- 3 hr & 28 mi; SJ- 11/8- 1.25 hr & 6 mi
GROLEAU, EUGENE	\$ 10.00	1 hr shred 11/21
HANSEN, RICHARD	\$ 5.00	0.5 hr shred 11/26
HARDING, SARAH A	\$ 511.00	0008082309 EWISACWIS
HARTMAN, JASON	\$ 10.00	1 hr shred 11/25
HELMRICH, LEANNE	\$ 275.00	G.W.- 11/27/19 2 hr appt + 3.5 hr travel
HOLT, JILL	\$ 1,373.47	0008081573 EWISACWIS
HUBERT, DAWN M	\$ 244.00	0008044247 EWISACWIS
IHANDER, JONATHAN	\$ 244.00	0008052345 EWISACWIS
JOHNSON, CARRIE	\$ 1,328.00	0008064527 EWISACWIS
JOHNSON, LISA	\$ 488.00	0008042318 EWISACWIS

Vendor Name	Vendor Total	Full Description
KACALO, MICHEL	\$ 590.00	0008086118 EWISACWIS
KEENE, THERESA	\$ 1,630.33	0008024423 EWISACWIS
KLAVER, FAWN	\$ 244.00	0008082684 EWISACWIS
KLUKAS, AMANDA	\$ 90.00	0008054527 EWISACWIS
KREJCAREK, TRACI	\$ 244.00	0008051745 EWISACWIS
KROPIDLOWSKI, NICOLE	\$ 568.00	0008061644 EWISACWIS
LAMP RECYCLERS INC	\$ 155.03	Biohazard waste pickup
LANGER, DENNIS P	\$ 5.00	0.5 hr shred 11/27
LANGUAGE LINE SERVIC	\$ 290.48	November Interpretation Services
LE CLAIR, STANLEY	\$ 5.00	0.5 hr shred 11/26
LEMENSE, HEATHER	\$ 400.00	0008058836 EWISACWIS
LESPERANCE, SANDY	\$ 244.00	0008039410 EWISACWIS
LEXISNEXIS RISK DAT	\$ 18.90	Oct 2019 Commitment
LITHOCRAFTERS PRINTI	\$ 522.00	Envelopes
LOPEZ, CHERYL	\$ 488.00	0008080881 EWISACWIS
LUND, SANDRA	\$ 244.00	0008086046 EWISACWIS
MAGEROWSKI, DANIELLE	\$ 244.00	0008054996 EWISACWIS
MALDONADO, MARIA A.	\$ 488.00	0008084212 EWISACWIS
MARINETTE CO GRP HOM	\$ 12,850.80	K.E.- November; L.G.- November; M.W.- November; T.W.- November
MASKE, SANDY	\$ 5.00	0.5 hr shred 11/27
MATRIXTELECOM	\$ 31.49	Niagara Phones- November
MAULICK, JUSTIN	\$ 244.00	0008065509 EWISACWIS
MCGINNIS, DENISE	\$ 1,696.00	0008024832 EWISACWIS
MCPMAHON, LISA	\$ 488.00	0008054003 EWISACWIS
MENARDS MARINETTE WI	\$ 132.42	Door window alarm, hinge, knob for L family; Smoke alarm, door lock kit for L family
MILBACH, RICHARD	\$ 5.00	0.5 hr shred 12/04
MITCHLER, JULIE	\$ 2,435.07	0008063568 EWISACWIS
MONAHAN, JENNIFER	\$ 984.00	0008080147 EWISACWIS
NATIONAL PEN CO LLC	\$ 784.92	Colorama Pens; Contour Pens; Flashlight Keychains; Ice Scrapers
NELEZEN, TINA	\$ 466.00	0008078917 EWISACWIS
NELSON, JEANNE K	\$ 244.00	0008055864 EWISACWIS
NEUZIL, STACEY	\$ 244.00	0008051587 EWISACWIS
NEVEAU, NANCY	\$ 718.94	0006497822 EWISACWIS
NORTHWEST COUNSELING	\$ 2,660.00	Flat Rate- Emergency Services

Vendor Name	Vendor Total	Full Description
NOWAK, JULAINE	\$ 892.00	0008088547 EWISACWIS
OLSON, JOEL	\$ 5.00	0.5 hr shred 11/26
OLSON, STACEY	\$ 700.00	0008038416 EWISACWIS
OPTIONS LAB, INC	\$ 1,518.50	November- Drug Court Tests
OSTHOFF RESORT	\$ 164.00	2/11/20-2/13/20 stay- AD; 2/11/20-2/13/20 stay- NT
PETERSON, TRISHA	\$ 488.00	0008031030 EWISACWIS
PIOTROWSKI, PAMELA	\$ 488.00	0008035850 EWISACWIS
PLANET FITNESS	\$ 39.00	DM- 403.01- Annual Gym Membership Fee
PLEUSS, ERIN	\$ 1,144.00	0008080327 EWISACWIS
PLOSCZYNSKI, MICHAEL	\$ 5.00	0.5 hr shred 12/6
PORTAGE CO CLERK OF	\$ 875.00	D.J.-Juv. Det. 11/21-11/26/19 x \$175/day
POWELL, BARBARA	\$ 300.00	0008086644 EWISACWIS
PRINT SHOP, THE	\$ 28.00	Business Cards- TW, CG
RADIO PLUS, INC.	\$ 3,258.00	Annual 2020 Ads; Annual 2020 Ads
RAINBOW HOUSE DOMEST	\$ 117.80	17.5 hrs elder abuse services
RAYLYN COMPANY LLC	\$ 198.00	November Niagara Cleaning- 18 hrs
REEVES, PATRICIA	\$ 488.00	0008017506 EWISACWIS
RIVER CITIES HABITAT	\$ 6.75	Interior hollow core for L family
ROBINSON, LYNN	\$ 244.00	0008066543 EWISACWIS
ROHADFOX, CLIFFORD	\$ 2,018.00	0006929108 EWISACWIS
RYERSON, SHANNON	\$ 1,368.00	0008084201 EWISACWIS
SAULD, ANNMARIE	\$ 244.00	0008037826 EWISACWIS
SAWINSKI, CHRISTINE	\$ 100.00	0008062882 EWISACWIS
SCHMID, EILEEN	\$ 488.00	0008088808 EWISACWIS
SCHRECK, VALERIE	\$ 420.00	0007247977 EWISACWIS
SEVERSON, LAURIE	\$ 488.00	0008022874 EWISACWIS
SHANKS, SHEILA	\$ 463.00	0008079247 EWISACWIS
SHEBOYGAN COUNTY	\$ 990.00	Nov-9 days x \$110- DJ, MG
SHEHOW, BEVERLY	\$ 244.00	0008066586 EWISACWIS
SOUTHPAW ENTERPRISES	\$ 156.18	KP- 112.55- Child Sling Swing
ST VINCENTS HOSPITAL	\$ 79.00	Nov Drug Screens- CJ, NP
STAPLS71493054120000	\$ 1,092.37	ID card reels; Misc office supplies
STORY, BRIDGETTE	\$ 2,956.00	0008031212 EWISACWIS
SWANSON, CAROL	\$ 1,302.00	0008087360 EWISACWIS

Vendor Name	Vendor Total	Full Description
TEBO, CASSIE	\$ 150.00	0008057386 EWISACWIS
TRINOSKEY, CHRISTIE	\$ 2,263.00	0008065364 EWISACWIS
UMENTUMISABLE, KARLA	\$ 1,380.00	0008084664 EWISACWIS
VERIHA, SHERRY L	\$ 244.00	0008064375 EWISACWIS
VOLLMER, ALAN	\$ 488.00	0008048000 EWISACWIS
WAL-MART #2545	\$ 56.88	CSP supplies- candy
WASHINGTON CO. SHER	\$ 1,500.00	D.W.-Juv. Det. 11/2-11/12/19 x \$150/day
WATKINS, LEANNE	\$ 1,556.93	0008079127 EWISACWIS
WATSON, MARYKAYE	\$ 732.00	0008090359 EWISACWIS
WE ENERGIES	\$ 369.30	November Electric- Niagara Office; November Gas- Niagara Office
ZIEMER, CINDY	\$ 244.00	0008023891 EWISACWIS
Grand Total	\$ 128,876.06	

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	1	17	532.00	9,044.00	24,365.50	15,321.50	98,657.50
December	1	14	532.00	7,448.00	24,365.50	16,917.50	115,575.00
Total	14	393		176,811.00	292,386.00	115,575.00	115,575.00

	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer
Budget for 2019	2	301	587.41	176,811.00	176,811.00	-	-
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	(81,592.54)
Copy:			
Robin Elsner	239	Budget Transfers Lincoln Hills	-
Laura Mans	154	Budget Transfers CCI	-
John Lefebvre		Budget Transfers Inpatient	-
		Budget Transfers IMD	-
		Total Budget Transfers out of High Cost Budget accounts	-
		730 Total High cost placment savings after adding back budget transfers	(81,592.54)

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	1	30	532.00	15,960.00	-	(15,960.00)	(128,639.00)
December	1	31	532.00	16,492.00	-	(16,492.00)	(145,131.00)
Total	10	303		145,131.00	-	(145,131.00)	(145,131.00)

	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer
Budget for 2019	1	181	671.71	121,579.00	145,131.00	-	(23,552.00)
January - June	1	119.00	397.00	47,243.00			
July - December	1	184.00	404.00	74,336.00			
Total Days		303.00	-	121,579.00			

Copy:
 Robin Elsner
 Laura Mans
 John Lefebvre

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	-	-	340.34	-	0	-	(35,395.36)																																																
November	-	-	340.34	-	0	-	(35,395.36)																																																
December	-	-	340.34	-	0	-	(35,395.36)																																																
Total	4.00	104.00		35,395.36	-	(35,395.36)	(35,395.36)																																																
<table border="1"> <thead> <tr> <th></th> <th>Budgeted No. Juvenile's</th> <th>Budgeted Days</th> <th>Ave. Rate</th> <th>2019 Budget</th> <th>Actual Spent</th> <th>2019 Transfer</th> <th>Remaining Bal. after Transfer</th> </tr> </thead> <tbody> <tr> <td>Budget for 2019</td> <td>0</td> <td>0</td> <td>-</td> <td>-</td> <td>35,395.36</td> <td>-</td> <td>(35,395.36)</td> </tr> <tr> <td>January - June</td> <td></td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td></td> <td></td> </tr> <tr> <td>July - December</td> <td></td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Administration fee</td> <td></td> <td></td> <td></td> <td>-</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Days</td> <td></td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>									Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer	Budget for 2019	0	0	-	-	35,395.36	-	(35,395.36)	January - June		-	-	-				July - December		-	-	-				Administration fee				-				Total Days		-	-	-			
	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer																																																
Budget for 2019	0	0	-	-	35,395.36	-	(35,395.36)																																																
January - June		-	-	-																																																			
July - December		-	-	-																																																			
Administration fee				-																																																			
Total Days		-	-	-																																																			

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 Robin Elsner
 Laura Mans

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	1	30	556.68	16,700.40	16,416	(284.52)	(5,356.49)																																																
December	1	31	556.68	17,257.08	16,416	(841.20)	(6,197.70)																																																
Total	12	365		203,188.20	196,990.50	(6,197.70)	(6,197.70)																																																
<table border="1"> <thead> <tr> <th></th> <th>Budgeted No. Juvenile's</th> <th>Budgeted Days</th> <th>Ave. Rate</th> <th>2019 Budget</th> <th>Actual Spent</th> <th>2019 Transfer</th> <th>Remaining Bal. after Transfer</th> </tr> </thead> <tbody> <tr> <td>Budget for 2019</td> <td>1</td> <td>365</td> <td>556.68</td> <td>203,188.20</td> <td>203,188.20</td> <td>-</td> <td>-</td> </tr> <tr> <td>January - June</td> <td>1</td> <td>181</td> <td>539.70</td> <td>97,685.70</td> <td></td> <td></td> <td></td> </tr> <tr> <td>July - December</td> <td>1</td> <td>184</td> <td>539.70</td> <td>99,304.80</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Administration fee</td> <td></td> <td></td> <td></td> <td>-</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Days</td> <td></td> <td>365</td> <td>-</td> <td>196,990.50</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>									Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer	Budget for 2019	1	365	556.68	203,188.20	203,188.20	-	-	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			
	Budgeted No. Juvenile's	Budgeted Days	Ave. Rate	2019 Budget	Actual Spent	2019 Transfer	Remaining Bal. after Transfer																																																
Budget for 2019	1	365	556.68	203,188.20	203,188.20	-	-																																																
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

\$ 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	-	-	-	-	-	-	-	303.24	8,179.17	7,875.93	(13,594.59)
June	-	-	-	-	-	-	-	5,811.56	8,179.17	2,367.61	(11,226.98)
July	-	-	5,783.50	-	5,783.50	-	-	363.99	8,179.17	2,031.68	(9,195.30)
August	-	-	-	3,983.00	3,983.00	-	-	1,636.40	8,179.17	2,559.77	(6,635.54)
September	-	574.15	-	-	574.15	-	-	272.24	8,179.17	7,332.78	697.24
October	-	-	2,296.58	-	2,296.58	-	-	362.77	8,179.17	5,519.82	6,217.06
November	-	-	-	-	-	-	3,099.00	474.74	8,179.17	4,605.43	10,822.48
December	-	30,157.00	-	-	-	-	-	250.00	8,179.17	7,929.17	18,751.65
Total	37,893.57	30,731.15	17,410.08	3,983.00	56,446.80	9,315.00	3,099.00	10,537.55	98,150.00	18,751.65	18,751.65

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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	-	327.30	12,691.67	12,364.37	12,364.37
February	8,900.00	2,043.57	12,691.67	10,648.10	23,012.46
March	11,350.00	5,047.64	12,691.67	7,644.03	30,656.49
April	58,275.00	21,313.63	12,691.67	(8,621.96)	22,034.53
May	48,900.00	30,550.20	12,691.67	(17,858.53)	4,175.99
June	33,756.00	25,731.00	12,691.67	(13,039.33)	(8,863.34)
July	8,162.00	6,812.00	12,691.67	5,879.67	(2,983.67)
August	-	-	12,691.67	12,691.67	9,707.99
September	20,300.00	9,145.09	12,691.67	3,546.58	13,254.57
October	9,558.00	7,300.00	12,691.67	5,391.67	18,646.24
November	16,490.00	4,050.60	12,691.67	8,641.07	27,287.30
December	80,744.00	37,206.10	12,691.67	(24,514.43)	2,772.87
Total	296,435.00	149,527.13	152,300.00	2,772.87	2,772.87

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 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	-	-	-	(31,968.00)
December	-	-	-	(31,968.00)
Total	31,968.00	-	(31,968.00)	(31,968.00)

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Robin Elsner
 Laura Mans
 John Lefebvre

**Subject: RE: 2020 Contract Revisions for January's Board Meeting
Agenda Item - G (2020)**

	Budgeted/Original	New	Revised	Total
Provider	Contract Amount	Contract Amount	Contract Difference	Contract Amounts
Beth Leffel	\$0.00	\$7,000.00	\$0.00	\$7,000.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$7,000.00	\$0.00	\$7,000.00
				\$7,000.00



MARINETTE COUNTY POSITION REQUEST FORM

Administration Completes and returns to the Department

Applicable dates:
 Governing Committee HHSB 1/8/2020
 Administrative Committee 1/9/2020
 County Board 1/14/2020

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

Department Completes and submits to Human Resources

Department: Health & Human Services
 Department Head: Robin Elsner
 Supervisor: Robin Elsner
 Position Title: Treatment Alternatives & Diversion Case Manager
 Old Position Title: NA
 Hours per Week/Year: 40
 Effective Date: 1 / 1 / 2020
 Account Number(s): 54326000-50111

New Positions: (check all that apply)	<input checked="" type="checkbox"/> Permanent
	<input type="checkbox"/> Seasonal
	<input type="checkbox"/> Project
	<input type="checkbox"/> LTE
	<input type="checkbox"/> Addition of Current Position
	<input type="checkbox"/> Eliminate/Create
Changes to	<input type="checkbox"/> Hours of Work
Existing:	<input type="checkbox"/> Title Change
	<input type="checkbox"/> Location Change

Funding taken from: 54326000-50111 (i.e. salaries with or without fringes)

Justification for request: Please attach

Human Resources Completes and submits to Finance

Wage Scale: Marinette County
 Pay Rate/Salary: \$ 21.54 24.61 27.69
 Pay Level: A

Human Resources Initials: KA

Finance Completes and returns to Administration

Cost of Request:
 Wages: \$ [blank] Workers Comp: \$ [blank]
 FICA: \$ [blank] Life Insurance: \$ [blank]
 Retirement: \$ [blank] Longevity: \$ [blank]
 Other (explain): all attached \$ [blank]
 Total Cost: \$ [blank]

Finance Initials: LM

Approval*

Department Head: [Signature: Robin Elsner]
 County Administrator: [Signature]

1/20/19
1/3/20

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

Justification for Request: The Health & Human Services Department applied for additional Treatment Alternatives & Diversion (TAD) funding in October 2019. The department was granted an additional \$78,812.75 by the Department of Justice to expand the current Treatment Drug Court Program. The department is recommending creating one (1) TAD Case Manager position with the funding to assist the current TAD Coordinator with the current workload and expand the number of participants in the program to 30. The position will be totally funded by the additional grant funds.

**Marinette County Health & Human Services
 Fiscal Impact - TAD Case Manager for 2020
 Using 2020 Budget Figures**

Staff	Hours	Per Hour	111 SALARY	151 S.S.	6.75% 152 RET	154 H&D	155 LIFE	.17% or 2% 159 W/C	Total Benefits	Total S&B
TAD Case Manager	2,080.00	\$ 21.54	\$ 44,803.20	\$ 3,427.44	\$ 3,024.22	\$ 26,611.43	\$ 50.40	\$ 896.06	\$ 34,009.55	\$ 78,812.75

Assumptions:

Grade G - Minimum Rate
 Family Health & Dental

	Priority	Preferred
Single/Single	\$ 8,465.74	\$ 8,679.69
Family/Family	\$ 25,365.51	\$ 26,011.43
Emp/Sp	\$ 18,324.23	\$ 18,782.18
Emp/Ch	\$ 14,641.32	\$ 15,001.04



Job Title: Treatment Alternative & Diversion Case Manager

Department: Health & Human Services

Position Reports to: Community Services Supervisor

Pay Grade Level: Carlson-Dettmann G

FLSA Status: Non-Exempt

Position Status: Full Time

JOB ANALYSIS

This position provides a full range of case management and coordination of community services for clients identified to participate in the Treatment Drug Court Program. This position will also assist the TAD Coordinator to fulfill treatment drug court responsibilities for program participants.

ESSENTIAL JOB FUNCTIONS

- A. Administer orientation to new treatment drug court participants.
- B. Coordinate substance abuse assessments for program admission.
- C. Assist the TAD Coordinator with participant activity from the time of assessment/screening to termination/graduation from the program.
- D. Assist the TAD Coordinator with inter-agency consultation to other agencies/resources about participants and coordinate service provision.
- E. Conduct regular meetings with participants to discuss progress within the program.
- F. Gather information from other agencies related to program participation.
- G. Assist the TAD Coordinator in data collection for reporting to the Treatment Drug Court Team.
- H. Assist in the coordination and collection of drug court samples and provide information to the TAD Coordinator to be presented to the Treatment Drug Court Team.
- I. Assist the TAD Coordinator in creating weekly reports for Drug Court staffing.
- J. Assist with the compilation of weekly information and maintain databases on each client for program statistical evaluation.
- K. Assist with monitoring/collecting participant payments for fees, fines and restitution.
- L. Assist with the creation and maintenance of participant files and case plans, including continuity of care and aftercare portfolios.
- M. Provide referral information to participants as needed using well-developed personal network of community contacts.
- N. Record patient contacts and clinical documents into computer software/programs to provide essential input regarding clinical treatment.

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. Communicate orally and in writing effectively.
- D. Present information to management, small groups and individuals.
- E. Respond to inquiries, complaints or questions from a group or individual setting.
- F. Remain calm and levelheaded in difficult, unexpected or emergency situations.
- G. Apply excellent trouble shooting skills.
- H. Add, subtract, divide and multiply.
- I. Memorize and retain information over long and short periods of time.
- J. Perform effectively under tight time frames and demanding schedules.
- K. Plan and monitor assigned activities.
- L. Prioritize multiple tasks and meet scheduled deadlines.
- M. Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
- N. Work independently and exercise sound professional judgment.
- O. Utilize authority effectively.

QUALIFICATIONS

- A. Requires a Bachelor's degree from an accredited school in the social work, criminal justice or related field.
- B. Requires six months of experience in the social work or criminal justice field.
- C. Possess and maintain an insurance acceptable driver's license.
- D. 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. Deal with challenges and criticism on a regular basis.
- D. Work in client homes and the community as needed.
- E. Travel to all county workstations on an as needed basis.
- F. Interact with abusive and/or difficult individuals occasionally.
- G. 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.

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: 12/2019
Approved: 01/03/2020

01/03/2020 – position pending Committee/County Board approval.

Exhibit III

2019-20 MIPPA Grant Scope of Services

2019 Wisconsin MIPPA grant funding supports local agency efforts to conduct outreach and assistance related to Medicare Savings Programs (MSPs), Part D extra help (Low Income Subsidy or LIS), and Medicare preventive benefits from **September 30, 2019**, through **September 29, 2020**. This project is managed by the Wisconsin Department of Health Services (DHS) and supported by a Medicare Improvements for Patients and Providers Act (MIPPA) grant from the U.S. Administration for Community Living (ACL).

Project Scope

Agencies may use 2019 MIPPA grant funds to support any of the following activities, which are designed to build on successful tools and practices established during past grant periods:

1. Increasing the availability of a benefit specialist to provide MSP and LIS application assistance and public outreach through additional staff hours, travel, or clerical assistance.
2. Printing and distribution of MIPPA outreach materials such as brochures, posters, and table tents within your community. (View examples of the available outreach materials at <https://gwaar.org/medicare-outreach-and-assistance-resources>.)
3. Monthly outreach to individuals who have applied for LIS and may need help to establish MSP eligibility.
4. Participation in a DHS pilot project to reach Wisconsin residents nearing age 65 with a targeted mailing that includes information about MSP, LIS, and local Medicare counseling resources.

Agency Project Leads

Agencies contracted directly by DHS shall designate a staff person to act as a project lead. Agency project leads shall be responsible for directing and monitoring the grant-related activities conducted by any agencies they have subcontracted.

Reporting Requirements

MIPPA awardees are required to report grant-related activities on a monthly basis, according to the instructions provided by the Wisconsin MIPPA project director.

- Grant-related activities include:
 - o **Group and media outreach and education activities** that provide information about Medicaid, MSPs, LIS, or Medicare preventive services to low income or rural target beneficiary groups.
 - o **Beneficiary contacts** that involve LIS, MSP or Medicaid benefit explanation, eligibility/screening, application assistance, or application submission.
- Activities conducted by benefit specialists who have access to the WellSky Aging & Disability (SAMS) reporting system should be entered into SAMS for export to the federal SHIP Tracking and Reporting System (STARS).
- Activities conducted by benefit specialists who do not have access to SAMS; Dane County focal points; and Milwaukee county agencies and their subcontractors must be entered directly into the federal State Health Insurance Assistance Program Tracking and Reporting System (STARS).

**Greater Wisconsin Agency on Aging Resources, Inc. (GWAAR)
County Grant Agreement
Older Americans Act Programs
Medicare Improvements for Patients and Providers Act (MIPPA)**

1. PARTIES

a. Greater Wisconsin Agency on Aging Resources, Inc. (the "GRANTOR"), is the agency responsible for overseeing the coordination and integration of social service programs. The GRANTOR's principal address is 1414 MacArthur Rd, Suite A, Madison, WI 53714.

b. **ADRC of Marinette County**

, (the "GRANTEE") is engaged in the business of providing care and services desired by the GRANTOR. The GRANTEE's principal business address is:

2500 Hall Ave., Marinette, WI 54143

2. PURPOSE

a. This Grant Agreement (Agreement) and Attachment(s) describe the terms and conditions under which the GRANTEE receives an award from the GRANTOR to carry out part of a State and/or Federal program.

b. Please refer to the Manual of Policies, Procedures and Technical Assistance for The Wisconsin Aging Network for requirements applicable to Older Americans Act program administration and other programmatic guidance.

3. AUTHORITY

a. The GRANTOR is authorized per Wis. Stat. 46.036 "Purchase of care and services" to award grants for needed services.

4. TERM OF AGREEMENT

a. This term of this agreement begins on October 1, 2019 through September 29, 2020.

5. SERVICES

a. The GRANTEE agrees to provide goods and/or care and services consistent with the purposes and conditions of the objectives that it has agreed to attain within the Agreement period per their approved Aging Unit Plan that covers the time period in section 4 above. If applicable, see Section 35, "Special Provisions" for details.

b. A detailed description of the GRANTEE objectives and documentation associated with those objectives are listed in the Attachments.

c. GRANTOR agrees to pay the GRANTEE, according to the terms and conditions of this Agreement in an amount not to exceed \$ **645** . This amount is contingent upon:

i. substantial compliance by the GRANTEE with all responsibilities identified in this Agreement, in

Date: November 7, 2019

DMS Numbered Memo 2019-08

To: County Birth to 3 Program Coordinators
County Department of Human Services Directors
County Department of Social Services Directors
County Department of Community Programs Directors
Long-Term Support Supervisors and Leads

From: Curtis J. Cunningham, Assistant Administrator
Long Term Care Benefits and Programs



Birth to 3 Program: Innovation in Social-Emotional Development Grants

Document Summary

This memo describes an opportunity for local Birth to 3 Programs to apply for one-time grants from the Wisconsin Department of Health Services (DHS) to fund projects that support the implementation of evidence-based practices and system changes to improve social-emotional outcomes for enrolled children. These grants are part of ongoing efforts to improve the social-emotional development of children enrolled in the Birth to 3 Program. Local Birth to 3 Programs are encouraged to apply for up to \$250,000 in funding that will be available in calendar year 2020. The deadline to apply is **January 31, 2020**.

Background

In 2013, the federal Office of Special Education Programs (OSEP) introduced the State Systemic Improvement Plan (SSIP). OSEP required each state to develop a multi-year plan, identify specific areas of program improvement, and report program outcomes data for children served by early intervention programs. Establishing a State Identified Measureable Result (SiMR) to monitor progress on SSIP goals is a required component of the SSIP. Wisconsin's Birth to 3 Program identified as its SiMR the percentage of children who enter the Birth to 3 Program below age expectations in positive social-emotional skills, including social relationships, who make greater than expected gains by the time they exit the program as measured by Indicator #3— child outcomes, summary statement 1A.

The Wisconsin Birth to 3 Program, in collaboration with local programs, has initiated actions over the past several years to support statewide systemic improvement in the social-emotional development of enrolled children. While gains have been made, including meeting the 2017 SiMR target with 60% of children in the measure showing greater than expected gains in social and emotional development, Wisconsin's Birth to 3 Program still illustrates a lower rate of gain than those achieved by most other states. A review of [national data](#) reveals that Wisconsin's gains in social-emotional development are among the lowest of all 50 states. According to national data there are states that achieve 80% and above of children in the measure showing greater than expected gains in social- emotional development.

2019 - 2020

May

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January 2020

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April

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