



## MINUTES HEALTH AND HUMAN SERVICES BOARD

Wednesday, March 11, 2020

1:30 P.M.

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

**Members Present:** Mike Behnke, Kelly Christian, Paul Gustafson, Bob Hoyer, Brandon Jeske, Jillian Schutte and Gail Wanek

**Members Excused:** Tom Mailand

**Others Present:** Molly Bonjean, Robin Elsner, John Lefebvre, Stephanie Marcks, Glenn Sartorelli, Stacy Strasler, 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** ~ Cassandra Tarmann – Public Health Nurse

Stephanie Marcks – Child and Family Manager

Megan Keller – new CCS Manager

3. **Employee Recognition** ~ *Sherry Stender is hereby recognized for her 31 years of dedication to both the clients of Marinette County and Marinette County Health and Human Services as a whole. Sherry's knowledge and expertise as a Registered Dietician gave her the natural ability to provide exceptional service to WIC clients. Furthermore, Sherry is recognized for the outstanding customer service she provided over the years. Sherry has shown great kindness, understanding, and compassion when assisting families. Our gratitude is hereby expressed for Sherry's commitment to providing exceptional services to Marinette County and the clients we serve. Congratulations on your retirement!*

4. **Approval of agenda and amendment**

Motion (BEHNKE/JESKE) to approve Agenda.

Motion carried no negative votes.

5. **Approval/correction of minutes**

Motion (JESKE/HOYER) to approve the minutes of the February 5, 2020 meeting.

Motion carried no negative votes.

6. **Public Comment** ~ None

7. **Correspondence** ~ None

8. **Reports of outside agencies and others** ~ None

9. **Reports of internal staff**

➤ Public Health Officer Report

- Influenza ~ CDC Worldwide Estimates from 10/1/19 – 2/20/20:
    - Illnesses = 34Million – 49Million
    - Medical Visits = 16Million – 23Million
    - Hospitalizations = 350,000-620,000
    - Deaths + 20,000 – 52,000
  - Wisconsin influenza – DHS of Wisconsin stated at or near peak. Estimates 3-4 more weeks of high activity.
    - Pediatric deaths = 3
    - Total deaths = 44
    - Total positive 19,49
  - Coronavirus ~ COVID-19 – Per Johns Hopkins today at 10:00am:
    - Worldwide: 121,564 confirmed cases / 3,046 deaths
    - U.S.: 1,050 confirmed cases / 29 deaths
    - Wisconsin: 46 tested cases / 3 positive cases
  - 140 Review ~ Evaluation will be held on May 18<sup>th</sup>. Exhibit A
    - Health and Human Services Board members are invited to attend and participate. Overview of possible questions that may be asked of members during the evaluation.
- Director's Report. Discussion only.
- Organization Chart and current vacancies ~ Overlooked
  - Update on the Share Academy ~ Empty beds are being used for short-term diversion placements. Treatment Program has been very effective and positive. Taking in 2 placements from other counties and will likely have 6 full beds by April.
- Deputy Director's Report
- Inpatient Data Trends – overlooked. Exhibit B

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

- A. Review of Paid Invoices.
- B. Schedule of Appropriation Entries  
Motion (BEHNKE/JESKE) to approve Schedule of 2020 Appropriation Entries as presented – total amount of \$37,800.00. Motion carried no negative votes.
- C. Act on Uncollectible Accounts ~ Motion (HOYER/WANEK) to approve the write off of the March 2020 Uncollectible Accounts in the amount of \$46,538.75 Motion carried no negative votes.
- D. Act on Accounts to write off and turn over to the Finance Department for Collections. Motion (WANEK/BEHNKE) to approve the write off and turnover of the March 2020 Accounts to Write Off and Turn Over to the Finance Department for collections, in the amount of \$15,553.36. Motion carried no negative votes.

- E. Update Status of accounts turned over for Collections. ~
  - o Reviewed HHSD Collections report. The total collections for the payment period of February 2020 are \$2,251.43
  - o Reviewed Account Summary Report prepared by Finance Systems of Green Bay, Inc. The total collections for the payment period of February 2020 are \$3,110.00 with \$2,362.40 being paid to HHSD after \$747.60 commission.
  
- F. Update Status on High Cost Purchase of Service Accounts ~
  - 1a. Lincoln Hills (#54559000-52320) – 1 placement in February. Favorable for the year by \$1,084.00.
  - 1b. Copper Lake (#54559000-52320) – 1 placement in February. Unfavorable for the year by \$15,418.00.
  - 2. Child Care Institute Placements (Chileda) (#54558000-52320). Favorable for the year by \$1,838.24.
  - 2b. Child Care Institute Placements (Family Services) (#54558000-52320) – 0 placements in February.
  - 3a. Purchase of Services (Inpatient Services) (#54310000-52291) Estimated unfavorable for the year by \$8,545.00.
  - 3b. Purchase of Services (Inpatient Services – Winnebago /Mendota) (#54310000-52292). Unfavorable for the year by \$61,809.30.
  - 4. Purchase of Services (Institute for Mental Disease) (#54310000-52291) Favorable for the year by \$20,435.00
  
- G. Discuss/Consider Approval of New/Revised Contracts: ~
  - i.* Motion (BEHNKE/HOYER) to approve – Advocates – Contract decrease in the amount of \$12,483.65 for actual services provided/billed. New total amount of \$564,480.40. Motion carried no negative votes.
  - ii.* Motion (SCHUTTE/HOYER) to approve 2020 ~ Exceptional Equestrians – New Contract in the amount of \$2,860.00, for Equine Assisted Therapy (Hippotherapy) for CLTS consumer. Motion carried no negative votes.
  - iii.* Motion (CHRISTIAN/SCHUTTE) to approve 2020 – Options for Independent Living – New Contract in the amount of \$9,000.00, for Residential Accessibility and Assistive Technology Assessments. Motion carried no negative votes.
  
- 11. **FLSA classification for Child and Family Social Worker positions**  
 Motion (WANEK/CHRISTIAN) recommend Administrative Committee approve changing the FLSA classification for Child and Family Social Worker positions from salaried exempt to hourly non-exempt effective April 5, 2020. Motion carried no negative votes.
  
- 12. Future agenda items – Dan Holstead from Advocates for Health Transitional Living

13. Identify Next Meeting Date – Wednesday, April 8, 2020

14. **Adjournment**

Motion (JESKE/BEHNKE) to adjourn at 2:23 pm.

Motion carried no negative votes.

*Bobbie Dolliver, Recorder*

*Date approved/corrected:*

## 140 Review - Board of Health

- Explain how the appointed members reflect the diversity of your jurisdiction and meet the requirements of a board of health. [Wis. Stat. § 251.03(1)]
  
- How does the board of health employ qualified public health professionals? [Wis. Stat. § 251.04(8)]
  
- Describe frequency of board of health meetings. [Wis. Stat. § 251.04(5)]
  
- How has the board of health assessed public health needs and advocated for the reasonable and necessary provision of public health services within the past year? [Wis. Stat. § 251.04 (6)(a)]
  
- Describe how the board of health develops policy and provides leadership that:
  - Fosters involvement and commitment of the community.
  
  - Advocates for equitable distribution of public health resources.
  
  - Is consistent with public health needs in the jurisdiction of the board of health. [Wis. Stat. § 251.04(6)(b)]

**Marinette County Health and Human Services Department  
 Summary of Purchase of Service Mental Health (Inpatient Services)  
 Account 54310000/54311000 - 52291 & 52292/52293**

<b>Year</b>	<b>Actual \$'s Inpatient Liability Winnebago &amp; Mendota</b>	<b>Actual \$'s Inpatient Liability Nicolet</b>	<b>Actual \$'s Inpatient Liability Bellin</b>	<b>Actual \$'s Inpatient Liability Willow Creek</b>	<b>Actual \$'s Inpatient Liability Mississippi Valley</b>	<b>Actual \$'s Inpatient Liability Trempealeau</b>	<b>Total Actual \$'s Inpatient Liability</b>
2020	86,809.30	-	12,529.40	-	-	-	99,338.70
2019	149,410.71	-	40,190.15	20,028.88	9,315.00	31,695.00	250,639.74
2018	75,867.40	2,442.50	16,343.04	43,532.45	43,800.00	-	181,985.39
2017	394,180.32	1,366.00	11,801.25	33,534.36	43,800.00	-	484,681.93
2016	462,468.06	29,464.85	2,375.00	-	40,242.50	-	534,550.41
<b>Total</b>	<b>1,168,735.79</b>	<b>33,273.35</b>	<b>83,238.84</b>	<b>97,095.69</b>	<b>137,157.50</b>	<b>31,695.00</b>	