



**Marinette County  
HEALTH AND HUMAN SERVICES DEPARTMENT**

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**HEALTH AND HUMAN SERVICES COMMITTEE MEETING**

**MINUTES**

July 14, 2011  
2500 Hall Avenue  
Marinette, WI 54143  
(Basement Conference Room G)

**Members Present:** Kathy Just, Michael Behnke, Melissa Christiansen, Russ Bauer, Alfred Sauld, Dr. L. V. Kuran, Brandon Jeske and Mike Cassidy  
**Members Absent:** Marilyn Lawson  
**Staff Present:** Glenn Sartorelli, Robin Elsner, Mary Mursau, Blair Bergner, Gail Damaschke, Jenae Gleeson, Farrah Alderman, Carole Huebscher, Doreen Bender, Kris Parkansky and Stacy Strasler  
**Others Present:** Bob Beltrame; and David Zahn from the Peshtigo Times

**1. Call to Order.**

Meeting called to order by Chairperson Kathy Just at 1:03 p.m. A quorum was present.

**2. Introduce New Staff, if any.**

Robin Elsner introduced Jenae Gleeson as the new Child Protective Services On-Going Social Worker in the Child and Family Services Unit. He also introduced Farrah Alderman as the new Public Health Receptionist.

**3. Employee Recognition, if any.**

Glenn Sartorelli recognized Carole Huebscher as follows:

*Carole Huebscher is hereby recognized for her strong social work and case management skills, for her compassion and commitment to helping vulnerable adults at risk and empowering persons with disabilities. For her passion to assist adults at risk of abuse or neglect and helping persons with disabilities and their guardians reach their maximum potential and live in the least restrictive community based setting. Our gratitude is hereby expressed for her dedication in delivering Adult Protective Services to the elderly and individuals with disabilities throughout Marinette County.*

**4. Approve/Amend Agenda items.**

**MOTION (Behnke/Bauer)** to approve the Agenda, subject to a correction at Item 10 to read “proposed ADRC”. Motion carried. No negative vote.

**5. Public comment – Speakers will be limited to five minutes.**

Glenn Sartorelli, Robin Elsner and the HHSD Committee members expressed their sincere gratitude and appreciation to Sylvia Zane for all of her help in compiling, coordinating, and assisting in making HHSD Committee meetings run so smoothly. We all wish her well in her retirement years. She will be missed greatly!

**6. Approve/Amend Minutes of June 9, 2011 Meeting.**

**MOTION (Sauld/Christiansen)** to approve the Minutes of the June 9, 2011 meeting. Motion carried. No negative vote.

**7. Finance Committee Report**

**A) Review of Paid Invoices**

The paid invoices were reviewed by the Committee.

**B) Approval of the following Adjustments (Transfers)**

**MOTION (Jeske/Cassidy)** to approve the transfers of funds as presented on the attached Exhibit A. Motion carried. No negative vote.

**C) Act on Uncollectible Accounts**

**MOTION (Sauld/Behnke)** to approve writing off a total of \$38,786.41. Motion carried. No negative vote.

**D) Act on Accounts to Turn Over to Collection Agency**

**MOTION (Bauer/Christiansen)** to approve sending \$9,558.34 of Adapt Clinic Accounts and \$2,282.58 of Alternate Care Accounts for a total of \$11,840.92, as submitted, to Valley Credit Services for collection. Motion carried. No negative vote.

**E) Update Status of Valley Credit Collections**

Reviewed *Account Summary Report* prepared by Valley Credit Services, Inc. The total collections for the payment period of 06/01/11 – 06/30/11 are \$1,403.51. After deducting a commission of \$355.44, the balance of \$1,048.07 was paid to Health and Human Services.

**F) Update Status on High Cost Purchase of Services Accounts.**

1) Lincoln Hills (#205-54-54559-320) – No placements in June. Currently, favorable for the year by \$71,225.00.

2) Child Care Institute Placements (#205-54-54558-320) – No placements in June. Currently, unfavorable for the year by (\$13,915.00).

3) Purchase of Services (Inpatient Services) (#205-62-54310-291) – Currently favorable for the year by \$35,600.03 (est.).

4) Purchase of Services (Institute for Mental Disease) – No placements to date. Currently, favorable for the year by \$37,938.00.

The combined total for the above high cost placements, to date, is \$130,848.03.

### **G) Contract Revisions**

**MOTION (Jeske/Sauld)** to approve a contract, effective September 1, 2011, with the Peshtigo School District to pay Marinette County Health & Human Services at a rate of \$70.00 per hour and/or \$150.00 per assessment for Employee Assistance Program (EAP) Benefits, with services to be rendered on an as needed basis. Motion carried. No negative vote.

### **8. Report by Blair Bergner, CSP Case Manager, on the Department's new suicide prevention program, "Question, Persuade, Refer Training Program."**

As a result of the suicidal incident at the Marinette High School in 2010, Blair Bergner and three other HHS staff members (Jessica Beauchamp, Diane Ries, and Tanya Simonis) attended a training session entitled "Question, Persuade Refer" (QPR). The goal is to have the trainers go into the Peshtigo and Marinette School Districts and train staff and students on the signs and myths related to suicide. The program is about awareness and prevention and does not use a professional counseling type of approach or therapy, but teaches individuals to recognize and watch for behavioral and situational clues and how to listen to and persuade an individual to get help and where to make referrals. Suicide is the most preventable type of death. The Sam Hengel Fund is paying for all the QPR booklets for trainings that occur in school settings.

### **9. Update/Report on the Northeastern Wisconsin Long Term Care District. Discussion only.**

The Governor's Budget has taken Family Care out. MA is being re-evaluated to try to reduce the cost of Medical Assistance. The N.E.W. Long Term Care District will continue planning until the audit goes to the Joint Finance Committee next August to determine if it is cost effective. Planning Director, Rolf Hanson, hired the Cirdan consulting firm out of Minnesota to review the financial impact in Northeast Wisconsin and the actuaries. Robin is looking forwarding to receiving information as to what that audit looks like. Marinette County will continue to work with the N.E.W. District in a planning mode until it is determined that it is cost effective.

### **10. Discuss/consider approving the payment of \$21,555 to pay Architects Group for engineering design costs for the proposed ADRC. Action, if any.**

**MOTION (Cassidy/Christiansen)** to approve the funding of \$21,555.00 to pay Architects Group for engineering design costs for the proposed ADRC and forward to the Finance Committee. Motion carried. Al Sauld cast a negative vote.

**11. Discuss/consider entering into a contract with LogistiCare, Medical Assistance Broker, to become a medical assistance transportation provider.**

**MOTION (Sauld/Bauer)** to approve entering into a contract with LogistiCare to become a medical assistance transportation provider, pending final approval of the contract by the Corporation Counsel. Motion carried. No negative vote.

**12. Update on the Income Maintenance Consortia Training held July 7, 2011, attended by Kris Parkansky and Robin Elsner.**

Kris Parkansky and Stacy Strasler attended a seven-county Northeast Wisconsin consortia meeting on July 7, 2011. All counties, except Milwaukee, are required to organize into no more than 10 multi consortia to administer the Income Maintenance Program. The proposal needs to be submitted by October 1, 2011 with DHS to approve the final consortia by October 31, 2011. The DHS will be required to enter into contracts with each of the consortia by January 2012. The responsibilities of the consortia will include call center functions, application processing and eligibility determination, ongoing case management and lobby services. The state will provide overall technical support for the CARE system design and training. The State has yet to determine whether the consortia will contract with Tribes. It is the County's obligation to pay \$409,000 of local tax levy money, but it has yet to be determined how much will go to the call center and how much will stay locally.

**13. Discuss/consider out of state travel request for Wendy Stuart, Public Health Nurse, to attend the Car Seat Certification Training held in Escanaba, MI on August 13, 2011.**

**MOTION (Behnke/Cassidy)** to approve the out-of-state travel and expenses for Wendy Stuart, Public Health Nurse, to attend the Car Seat Certification Training to be held in Escanaba, MI on August 13, 2011. Motion carried. No negative vote.

**14. Public Health Activity Report for June 2011.**

**A) Communicable Disease Report** – The June Activity Report was reviewed with note taken of six bite incidents; 4 dog bites and two bat testings. There was a large number of salmonella cases (22 of 26) linked to one specific event. Mary handed out Disease Fact Sheets on both Salmonella and Escherichia Coli 0157:H7 (E-Coli). Cases of both occur more frequently during summer months, and are food borne. Mary responded to questions about MRSA, (*methicillin-resistant staphylococcus aureus*) infection.

**A) Public Health Emergency Preparedness Program** – The Public Health Emergency Preparedness Plan is in place as we end the current fiscal year funding on August 9. The new fiscal year emphasizes interacting and exercising with community partners.

Public Health received \$26,000 for January through July 2011. It will receive approximately \$50,000 in federal money for the contract period of August 1, 2011 through September 30, 2012. Other 2012 funding changes include elimination of the Prevention Block Grant and 10% decrease in Maternal Child Health and Lead Poisoning Prevention Programs. The Immunization, Radon, Oral Health and Wisconsin Well Woman Program funding will remain the same. Tobacco funding and Family Planning funding is being reduced which does not directly affect our department.

**15. Directors' Report.**

A) **Update on Organizational Chart** – Currently, the Department has only two vacancies and it expects to be at full capacity by next month.

**16. Schedule Next Meeting Date**

Next Meeting: Thursday, August 11, 2011 commencing at 1:00 p.m.

**17. Adjourn**

**MOTION (Christiansen/Cassidy)** to adjourn the meeting at 2:33 p.m. Motion carried. No negative vote.

Respectfully submitted,

*Sylvia S. Zane*

Sylvia S. Zane, Recorder

July 14, 2011  
**HEALTH AND HUMAN SERVICES COMMITTEE MEETING**  
**APPROPRIATION ENTRIES**  
 Agenda Item - B (2011)

HHSD:	CARRYFORWARD ENTRIES 2011	AMOUNT	FROM	AMOUNT	TO
	<b>2011 ENTRIES</b>	<b>AMOUNT</b>	<b>FROM</b>	<b>AMOUNT</b>	<b>TO</b>
	To increase WIC Program - 2011 CYSHCN Grant revenue and expenditures by \$2,800.00.	2,800.00	205-38-46514-000-000	2,800.00	205-38-54140-980-000
	To reduce WIC Program - Regular WIC Grant revenue and expenditures by \$7,721.00.	3,000.00	205-38-54140-154-000	7,721.00	205-38-46514-000-000
		1,000.00	205-38-54140-382-000		
		750.00	205-38-54140-424-000		
		1,250.00	205-38-54140-448-000		
		1,721.00	205-38-54140-980-000		
	<b>Total</b>	7,721.00		7,721.00	
	To transfer funds of \$47,600.00 from S.S. Youth Aids - Lincoln Hill - Care Children account to S.S. Shelter Care - Family Shelter Care, S.S. Youth Aids - Foster Homes - Care Children, & S.S. Youth Aids - CCI Care Children accounts in the amount of \$47,600.00.	47,600.00	205-54-54559-320-000	11,000.00	205-54-54539-326-000
				26,600.00	205-54-54556-320-000
				10,000.00	205-54-54558-320-000
	<b>Total</b>	47,600.00		47,600.00	
	To increase equipment & materials acquisition expense account by \$21,555.00 for engineering design costs associated with ADRC building renovation from fund balance.	21,555.00	205-00-34290-000	21,555.00	205-54-54505-980-000
	To transfer funds to increase Direct Services - Child & Family - salaries overtime account by \$15,000.00 and decrease Direct Services - Child & Family - salary account by \$15,000 (vacant positions).	15,000.00	205-54-54502-111-000	15,000.00	205-54-54502-114-000
	To transfer funds to increase Income Mcte salaries overtime account by \$5,000.00 & Energy Administration salaries overtime account by \$5,000.00 and decrease Income Mcte. Salary account by \$10,000.00 (from vacant Economic Support positions).	10,000.00	205-54-54503-111-000	5,000.00	205-54-54503-114-000
				5,000.00	205-54-54565-114-000
	To transfer funds to increase Base Allocation - Clinic salaries overtime account by \$10,000.00 and decrease Base Allocation - Clinic salary account by \$10,000.00 (vacant positions).	10,000.00	205-62-54310-111-000	10,000.00	205-62-54310-114-000

**(Note: Shaded items use contingency funds.)**

**EXHIBIT A**  
 July 14, 2011 - HHSD Minutes  
 Agenda Item - 7 (B)