

WCDHHS Board Meeting Minutes
February 1, 2023
Waupaca County Courthouse
Room LL42
Waupaca, WI 54981

Board Members Present: Jerry Murphy, Sue Golding, Dennis Wengelski, Tammy Strey-Hirt, Judi Olson, Dr. Steven Goedderz

Board Members Absent: Kevin Will, Jody Muck

Staff Present: Ted Phernetton, Liz Wagner, Melissa Anderson

Public Present: Ronald Pehlke

The meeting of the Health and Human Services Board was called to order at 5:00 pm by Chairperson Jerry Murphy.

Motion by Johnson, second by Golding, to approve agenda. Motion carried without negative vote.

Motion by Wengelski, second by Strey-Hirt, to approve the minutes of the January 4, 2023 meeting. Motion carried without negative vote.

Public comment: Ronald Pehlke of Waupaca, wanted to address this board tonight and to ask that this topic be added to the March 1, 2023 agenda. He stated there was an incident with a current Waupaca County DHHS Employee, brought to his attention. He wants this board and the director to look at the quality of supervisors we are hiring and look at policies on how we handle very ill employees. He stated that a DHHS Employee was allowed to drive himself to the hospital, while being visibly unwell, while carrying a note with identifying information since this person was not able to speak properly, could not open the door to their vehicle and then needed assistance entering the hospital. Ronald stated that this person is horribly ill, and that others in the community would like to be present at the March 2023 DHHS Board meeting to discuss this topic.

Program Presentation: N/A

1. General Board Business

- a. Discussion and Possible Action: ADRC Consortium Exit- Ted provided an additional handout. Ted stated that Waupaca County is asking to exit the ADRC

Consortium. Ted provided a brief history of the ADRC Consortium, and stated that for Waupaca County it is no longer to our benefit to stay within the Consortium model. He stated that it really comes down to dollars and cents, and that the allocations to the three counties that are currently in the consortium (Calumet, Outagamie, and Waupaca) do not work like they used to. He stated that Outagamie is using more than their allocation, creating a deficit for Calumet and Waupaca. He stated that if we are to separate from the consortium, it would increase our allocation from the State by \$40,000-\$60,000. Melissa went over the briefing sheet that was included in the meeting packet. She went over the benefits of staying VS leaving the consortium. Questions and discussions ensued. It was favored by the board to bring a resolution to the March 2023 meeting for further discussion and possible action. Ted mentioned that we need to give the State six months for the application review to leave the consortium, so we need to have this decision by June.

b. Advisory Committee Reports/Updates- N/A

2. Finance-

a. Income Statement Overview- Ted mentioned that the income statement does currently show a large deficit, but that is due to the time of year and that not all of the 2022 revenues have been accounted for and once the 2022 fiscal year closes, it will change that number quite drastically. He also mentioned at this time that Erica Becker, the Fiscal Administrator has left her position due to health reasons and that conversations are being had on the organizational structure.

b. Payment Register/Approve Bills- Motion made by Golding to approve payment register/approve bills, second by Olson. Motion passed without negative vote.

3. Personnel

a. Employee Updates/Resignations/Retirements/Recruitments- Liz provided updates on new hires and recent resignation announcements.

4. Director's Report

a. General Updates- Ted reminded that for the March meeting, the topic of burials and who should be fiscally responsible for them will be on the agenda. He mentioned that the position with Big Brothers Big Sisters has been filled and mentoring services will start back up. He also mentioned that the Public Health Emergency additional funds for FoodShare and BadgerCare/Medicaid will be ending this month and that calls and questions may arise from this.

b. Telework/Remote Work Update- N/A

5. Supervisor Report(s): Conference, Seminar, Convention, and/or Webinar Report(s)- N/A

6. Adjourn: Chairperson Murphy entertained a motion for adjournment; Johnson made this motion, second by Goedderz; meeting adjourned at 5:52 pm. Next regularly scheduled meeting will be March 1, 2023.

Submitted by,

Liz Wagner
Administrative Services Coordinator

DRAFT

Resolution No. 40 (2022-23)

Subject: Donation Acceptance – Waupaca County DHHS/Senior Nutrition Program

WHEREAS, Waupaca County’s policy requires resolution by the County Board of Supervisors to accept donations over \$1,000; and

WHEREAS, Waupaca County has received a donation in the amount of \$1,000.00 from an Anonymous donor, \$2,000.00 from Howard and Roberta Cook, and \$5,000.00 from The Victor and Christine Anthony Family Foundation for the purpose of supporting the Waupaca County Senior Nutrition Program.

NOW, THEREFORE, BE IT RESOLVED that the Waupaca County Board of Supervisors accepts \$1,000.00 from an Anonymous donor, \$2,000.00 from Howard and Roberta Cook, and \$5,000.00 from The Victor and Christine Anthony Family Foundation for the purpose of supporting Waupaca County Senior Nutrition Program.

Fiscal Note: The amount of \$8,000.00, will be placed in a donation restricted account.

Passed this _____ day of _____, 2023

_____ Ayes _____ Nays

ATTEST:

Kristy K. Opperman
Waupaca County Clerk

APPROVED AS TO FORM:

Diane L. Meulemans, Corporation Counsel

RECOMMENDED FOR INTRODUCTION BY
THE DHHS BOARD COMMITTEE

RECOMMENDED FOR INTRODUCTION BY
THE WAUPACA COUNTY FINANCE
COMMITTEE

Resolution No. 41 (2022-23) Nutrition Program – Donation Acceptance

Subject: Donation Acceptance – Waupaca County DHHS/Senior Nutrition Program

WHEREAS, Waupaca County’s policy requires resolution by the County Board of Supervisors to accept donations over \$1,000; and

WHEREAS, Waupaca County has received a donation in the amount of \$3,699.25 from Agropur, Inc. for the purpose of supporting the Waupaca County Senior Nutrition Program.

NOW, THEREFORE, BE IT RESOLVED that the Waupaca County Board of Supervisors accepts \$3,699.25 from Agropur, Inc. for the purpose of supporting Waupaca County Senior Nutrition Program.

Fiscal Note: The amount of \$3699.25 will be placed in a donation restricted account.

Passed this _____ day of _____, 2023

_____ Ayes _____ Nays

ATTEST:

Kristy K. Opperman
Waupaca County Clerk

APPROVED AS TO FORM:

Diane L. Meulemans, Corporation Counsel

RECOMMENDED FOR INTRODUCTION BY
THE DHHS BOARD COMMITTEE

RECOMMENDED FOR INTRODUCTION BY
THE WAUPACA COUNTY FINANCE
COMMITTEE

Resolution No. 42 (2022-23)

SUBJECT: Aging and Disability Resource Center ("ADRC") Structural and Organizational Changes to Terminate Membership in a Regional ADRC and Creating a Stand-Alone ADRC.

WHEREAS, each county in Wisconsin is required to provide services through an ADRC; and

WHEREAS, Calumet, Outagamie, and Waupaca Counties have operated a regional, collaborative ADRC which was first approved by application to State of Wisconsin by Waupaca County Resolution No. 32 (2004-2005) and proposed to the State of Wisconsin in January of 2005; and

WHEREAS, a State required collaborative governing authority to monitor the overall operations and standards of the regional ADRC was approved and established by Waupaca County Resolution No. 6 (2006- 2007); and

WHEREAS, the regional ADRC has been funded by the State of Wisconsin under the conditions established within State of Wisconsin Department of Health Services ("DHS") guidelines; and

WHEREAS, the State funding for the regional ADRC no longer meets the cost requirements for each county of the consortium creating a need for more direct financial support from Waupaca County for the operations; and

WHEREAS, the State of Wisconsin reports that Waupaca County will be in a better financial position if it left the consortium and operated a stand-alone ADRC; and

WHEREAS, operating a stand-alone Aging and Disability Resource Center requires Waupaca County to create a local ADRC Advisory committee to conform with DHS administrative regulations.

NOW, THEREFORE, LET IT BE RESOLVED that the Waupaca County Board of Supervisors authorizes the Health and Human Services Board to create a stand-alone ADRC and an accompanying ADRC Advisory Committee.

Passed this _____ day of _____, 2023

_____ Ayes _____ Nays

ATTEST:

APPROVED AS TO FORM:

Kristy K. Opperman
Waupaca County Clerk

Diane L. Meulemans, Corporation Counsel

RECOMMENDED FOR INTRODUCTION BY
THE DHHS BOARD

Transportation Coordinating Committee Minutes

Thursday, February 02, 2023

10:30 AM

Waupaca County Courthouse

811 Harding Street

Room LL42

This meeting and all other meetings of this committee are open to the public. Proper notice has been given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place and agenda of this meeting.

Chairperson Gerald Murphy called the meeting to order at 10:30 a.m. and a quorum was established. The meeting was also broadcast on the Waupaca County YouTube Channel.

Members Present: *Gerald Murphy (County Board Member, and Committee Chair), Carl Kietzmann, David Morack (County Board Member), Janna Taylor (Transportation Coordinator), Bill Flemal*

Absent: *Lori Schneider, Bob Thompson*

Others Present: *Melissa Anderson (ADRU Manager), Pat Huber (ADRC Clerk)*

Special Guest: *Holly Keenan, "Make the Ride Happen"*

I. Adoption of Agenda: *A motion to adopt the agenda as printed was made by David Morack and seconded by Bill Flemal. Motion carried.*

II. Adoption of Minutes from November 3, 2022: *A motion to adopt the minutes November 3, 2022 as printed was made by Carl Kietzmann and seconded by David Morack. Motion carried.*

Public Comment: No public present.

III. 2022 Transportation Program Review: *Melissa Anderson discussed the 2022 Quarterly Ridership Report, as well as the graphic summarizing 2022 data.*

IV. Transportation Operations Update: *Melissa explained the Mileage Reimbursement Rates increases, as well as the increase in co-pays in 2023 for our riders, due to rising costs of fuel. Janna Taylor reported hiring of three new volunteers, which three more she is currently working with.*

V. Aging Advocacy Day May 9, 2023: *Melissa reported one of the focus areas for the Aging Advocacy Day is transportation. Future publication will be shared encouraging seniors to attend this event. If individuals need help with transportation they are encouraged to call the ADRC.*

VI. Make the Ride Happen Updates: *Holly Keenan shared efforts underway to provide transportation to employment across Waupaca County. Feonix Mobility Rising, currently headquartered at Weyauwega has five vehicles and employees. Though they are set up primarily for employment transportation, the hope is to coordinate with them for other transportation, as needs arise. Make the Ride Happen currently has a specialty vehicle and one volunteer.*

VII. 2023 Transportation Coordinating Committee Meeting Dates: *April 13, July 13 and October 12.*

VIII. 5-Year Transportation Coordination Plan Goal Review: *No comments.*

IX. Adjournment: *Motion made by Bill Flemal and seconded by David Morack to adjourn at 11:23 am. Motion carried.*

Next Meeting: *Thursday, April 13, 2022 – Waupaca County Courthouse – LL42 – 10:30 am.*

Respectfully Submitted,
Patricia Huber, ADRC Clerk

DRAFT

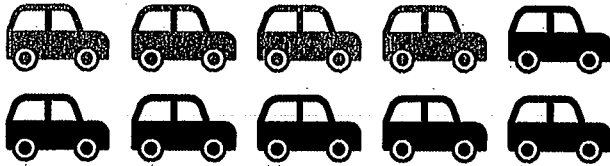
Waupaca County Volunteer Transportation Program 2022

RIDERS

NEW RIDERS= 168

VETERANS= 245

TOTAL RIDERS= 388



Contracted Rides (Family Care/IRIS)= 2,490

RIDES PROVIDED

TOTAL TRIPS = 7,589

Annual Average
30 rides/day

- Medical = 6,617
- Shopping = 499
- Education/Training = 25
- Social Recreation = 124
- Employment = 44
- Nutrition = 50
- Waupaca DHHS= 75
- Other= 155

**Volunteers Saved the Program
= \$342,523.18**

PROGRAM GROWTH

↑ 13%
Total
Riders



VOLUNTEERS

- Volunteer Drivers= 29
- Hours Driven= 11,436.5
- Miles Traveled= 329,377
- New Volunteers= 6

Driver Mileage Reimbursement

\$140,622.45 (as of 01/17/2023)

Wisconsin Workforce Innovation Grant

- Funded by: Wisconsin Department of Workforce Development
- Grant Recipients: **Waupaca County Economic Development Corporation**
 - Make the Ride Happen
 - Feonix – Mobility Rising
- Focus on **Employment Rides** as Top Priority
- Additional Capacity – Health, Wellness, Caregiver Support
- Community Development Manager Locally to Support Community Engagement & Partnerships
- Feonix Deploying 5 Vehicles – Offering Service 24/7 – Ensuring Rides Available for Night & Weekend Shifts, Volunteer Drivers, & Partnering with Taxi Services

Project Partners & Collaborators

- New London Chamber of Commerce
- Waupaca Area Chamber of Commerce
- Clintonville Area Chamber of Commerce
- Iola-Scandinavia Chamber of Commerce
- University of Wisconsin-Madison-
Extension Waupaca County
- East Central Wisconsin Regional Planning
Commission
- City of Waupaca
- City of New London
- City of Weyauwega
- City of Clintonville
- City of Manawa
- Village of Fremont
- Waupaca County
- Tyson Foods
- Waupaca Foundry
- ThedaCare Health Services
- ThedaCare Community Health Action
Team
- Walker Forge
- Kolbe & Kolbe Millwork Co, Inc.
- The New North, Inc.
- Chaplain Carrie Kreps Wegenast



Feonix Community Transportation

- Certified Non-Emergency Medical Transportation Drivers
- Ambulatory & Wheelchair Accessible Vehicles Available
- Full Time Positions Local in the Community

Waupaca
County 
Catch-a-Ride

Safety Is Our Top Priority

Employee drivers complete significant training:

- Non-Emergency Medical Transportation Certified
- CPR Certified
- HIPAA Certified
- Defensive Driving Certified
- CDC Safety Training



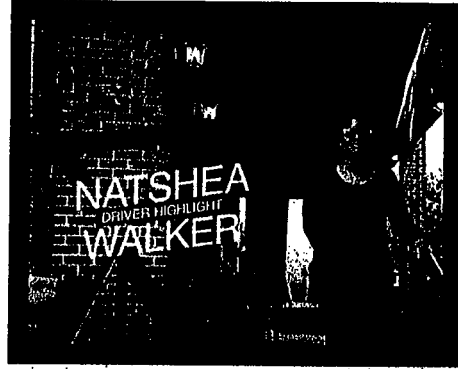
Waupaca
County 
Catch-a-Ride

Volunteer Background & Vehicle Checks

Multi-State, Federal, State, County, and Local 7+ Year Background Check, including former Alias – Pulled Annually & Including Sex Offender Registry, Abuse and Neglect Registry, Motor Vehicle Record

Phone Interview & In-Person Meeting & Ride Along with Feonix Staff

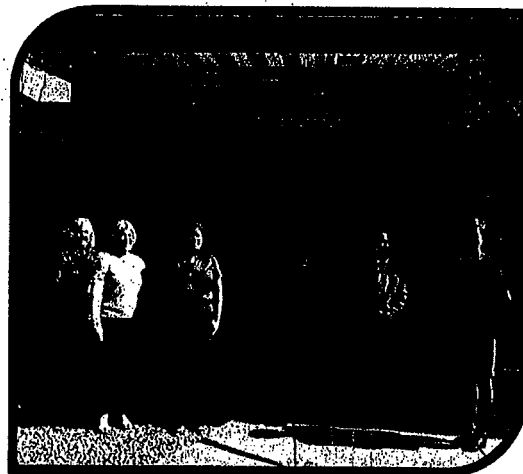
Current State Vehicle Inspection, Vehicle Registration, License, & Insurance on File



Waupaca
County 
Catch-a-Ride

Mobility Coordination

- One call / one click - mobility as a service ride booking technology – connect via advanced APIs or via simple online interface
- Coordination and mobility management with existing transportation providers in the community – public, private, non-profit, informal, & grass roots



Waupaca
County 
Catch-a-Ride

First Phase: Vehicles on Lease Agreement

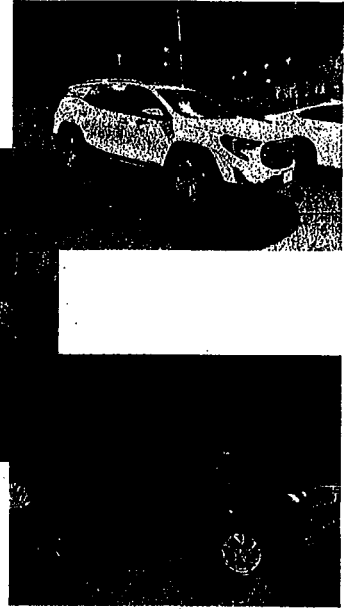
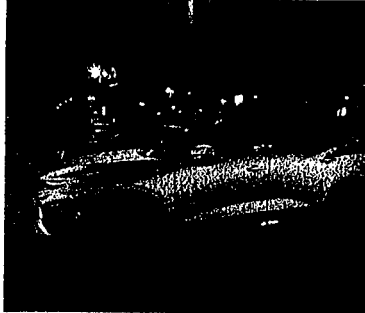
Competitive RFP Process

Neuville Motors


1 Year Lease - 15,000 miles, .25 cents/mile for any overage

2 Complimentary Oil Changes & Tire Rotation

Working on Sourcing Accessible Vehicle - Coming in March

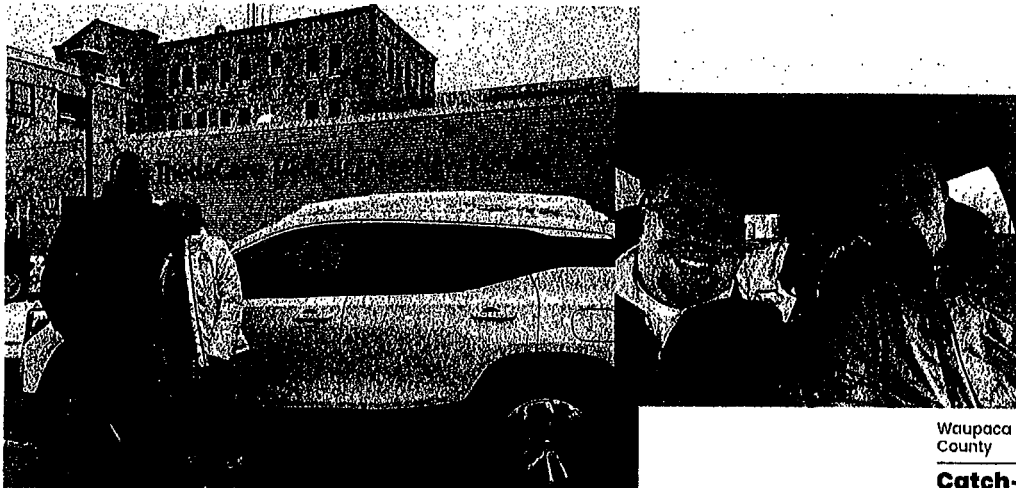


Second Phase - Plug In Electric Vehicles

Waupaca County 
Catch-a-Ride

Inaugural Trip

- 12.15.22 - ThedaCare New London ER Dept. Team Member



Waupaca County 
Catch-a-Ride

Supporting All Community Members - Including Individuals/Families in Poverty

Subsidized Rates Available:

Household Income 250% of Poverty Level

- First 30 Days Free
- Rate of \$1 Per Trip Leg

Must Have Completed Application - Average of Last 3 Months Employment

Family Size	250% FPL
1	\$2,831.25
2	\$3,814.58
3	\$4,797.93
4	\$5,781.25
5	\$6,764.58
6	\$7,747.93
7	\$8,731.25
8	\$9,714.58
9	\$10,697.93
10	\$11,681.25



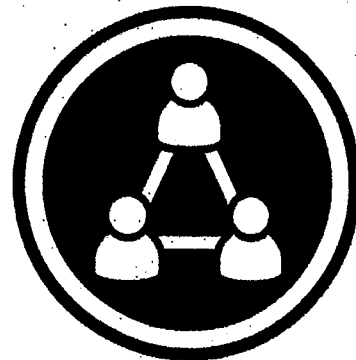
Case Management



Experts in Passenger Support with Complex Needs

Screening Passengers for Ride Subsidies & Wrap Around Referrals

Increasing Access to All Social Determinants of Health



2022 MENTAL HEALTH CONTRACT EXPENSES

SERVICE	BUDGETED	OCTOBER	NOVEMBER	PRELIMINARY DECEMBER	YTD EXPENSE	2022 REMAINING BALANCE	% OF BUDGET USED
WINNEBAGO/MENDOTA**	405,000	63,605	7,608	(5,537)	593,036	(188,036)	146%
Expenses		101,610	57,252	22,731	1,121,384		
Reimbursements		(38,005)	(49,644)	(28,268)	(528,348)		
ACUTE HOSPITALS	105,500	1,397	3,720	45,832	114,446	(8,946)	108%
COMMUNITY CBRF	167,000	14,014	15,587	42,704	178,055	(11,055)	107%
MEDICATIONS	500	1	65	1	187	313	37%
TOTAL	\$ 678,000	\$ 142,622	\$ 34,587	\$ 82,999	\$ 885,724	\$ (207,724)	131%

* Please note Winnebago/Mendota Expenses & Reimbursements are based on State reports (not the current activity on the County's ledger)

2023 MENTAL HEALTH CONTRACT EXPENSES

SERVICE	BUDGETED	JANUARY	FEBRUARY	MARCH	YTD EXPENSE	2022 REMAINING BALANCE	% OF BUDGET USED
WINNEBAGO/MENDOTA**	425,000	27,765	-	-	27,765	397,235	7%
Expenses		53,358			53,358		
Reimbursements		(25,593)			(25,593)		
ACUTE HOSPITALS	105,500	-			-	105,500	0%
COMMUNITY CBRF	171,000	-			-	171,000	0%
MEDICATIONS	500	-			-	500	0%
TOTAL	\$ 702,000	\$ 27,765	\$ -	\$ -	\$ 27,765	\$ 674,235	4%

* Please note Winnebago/Mendota Expenses & Reimbursements are based on State reports (not the current activity on the County's ledger)

Crisis Program 2023

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Contacts During Regular Hrs	49												
After Hrs Contacts	54												
Total Contacts	103												
Total Adult Contacts	80												
Total Under 18 Contacts	23												
Chp 51 Detentions	18												
Voluntary admissions	7												
Total IP Admits	25												
Gateway Diversions	1												
"Other" Diversions	51												
other non-"crisis" calls	26												
Calls During mobile hrs	80												
FTF Contact @ crisis	24												
Disability	33												

Where referred from?

Law Enforcement	53
Thedacare Waupaca	9
Thedacare NL	3
School	6
Crisis Line	2
DHHS	3
Self	12
Family	4
Other	11

Liz Wagner

From: Thiago Souza
Sent: Monday, February 20, 2023 6:21 PM
To: Human Resources; Ted Phernetton; Liz Wagner
Subject: FW: NOTICE....

Hello,

See Amy's resignation below, her last day with ES will be on 3/3.
I will e-mail IT the exit form.

Thiago Souza

From: Amy Schuelke <Amy.Schuelke@co.waupaca.wi.us>
Sent: Monday, February 20, 2023 7:24 AM
To: Thiago Souza <Thiago.Souza@co.waupaca.wi.us>
Subject: NOTICE....

Good morning, Thiago.

I spoke with Diane on Friday and unfortunately I won't be able to give a longer notice than 2 weeks. As I told you on Friday, they are also down 1 person with a team of 4 total. So my last day will be on Friday, March 3rd.

Amy Schuelke

Economic Support Specialist
Waupaca County Dept of Health and Human Services
Phone: (715) 258-6289
Fax: (715) 258-6339



Management Report
To DHHS Board

To: DHHS Board
From: Ted Phernetton, Director
Date: February 23, 2023

Purpose of Report

The purpose of this report is to provide a brief overview of operations of the Waupaca County DHHS as well as a primer for the monthly board meeting. It will also be used as the foundation of creating in the future an ongoing dashboard to act as a cover to this report.

Program Presentation: N/A

General Board Business

Action Items-As of This Writing

1. General Board Business
 - a. Motion to go into CLOSED SEESION pursuant to Wis. Stat. §19.85(1)(f): Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; to wit: DHHS Staff. Roll Call Vote.
 - b. Motion to RETURN TO OPEN SESSION: Motion to Return to Open Session to announce any decisions made in closed session. Roll Call Vote.
 - c. Discussion and Possible Action: ADRC Consortium Exit Resolution No. 42 (2022-23)
 - d. DHHS Signing Authority in Director's Absence
 - e. Resolution No. 40 (2022-2023)-Donation Acceptance-Waupaca County Nutrition Program
 - f. Resolution No. 41 (2022-2023)-Donation Acceptance-Waupaca County Nutrition Program
 - g. Discussion and Possible Action: Indigent Burial Responsibility
 - h. Advisory Committee Reports/Updates-N/A

- i. Transportation Coordinating Committee minutes from 2/2/2023 with handouts

Telework Update

Telework continues to be used by a number of staff, 68 total at this time, and managers continue to monitor productivity of those involved. There have been no recent issues that needed to be addressed as it relates to telework. The Space Needs Study will be looking closely at telework and how, if used efficiently, it will have an impact on needed space within the courthouse. A few months back there had been discussions on following up on the county's telework policy given that it has been in place for over a year now. Some items were tossed around, but no further discussion have taken place.

Financial Services – Dawn Krause, Assistant Fiscal Supervisor

The Fiscal team consists of the administrator (Vacant), assistant supervisor, 1 accountant, 1 CCS support technician, 1 account technician, and 2 account clerks.

In review of the income statement through January 2023, the financial position reflects a negative balance. This is expected, as the majority of expenses and revenues from January were processed with a December 2022 date to appropriately recognize them as belonging in the previous fiscal year. Below the 2023 financial position is an update of the status of fiscal year 2022. This is not the final financial position for 2021, as we continue to complete final fiscal reporting and adjustments.

2023

• Revenues	\$618,919.12
• Expenses	\$676,909.29
Financial Position	(\$57,990.17)

2022

Financial Position	\$73,955.87
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Staffing Updates: The fiscal team currently has two staff working four 10 hr/days, one staff working remotely 5 days/week, and two staff in the office 5 days/week. The assistant supervisor is among the staff in the office 5 days/week.

The Fiscal unit will be welcoming a new Accounts Receivable Account Technician on March 1.

Family and Community Services – Shawna Hansen, Manager

The Family and Community Services Unit serves children with special needs.

Children’s Long-Term Support Waiver

CLTS Data	November	December	January 2023
Open Cases	147	151	153
New Cases	3	4	5
Cases Closed	3	0	8

No waitlist (the State no longer allows a waitlist for this program)

Children’s Community Options Program

CCOP Data	November	December	January 2023
Open Cases	151	155	157
New Cases	3	4	5
Cases Closed	3	0	8

(No waitlist)

Coordinated Services

CST Data	November	December	January 2023
Open Cases	28	28	30
New Cases	1	2	2
Cases Closed	1	3	0

(No waitlist)

Mentor Program Data	November	December	January 2023
Open Cases	0	0	0

Key/Current Issues:

The CST Case Manager position remains open, we are actively recruiting.

Big Brothers Big Sisters has filled the Program Coordinator Position, we will include data regarding youth served in Waupaca County once this position is trained and matching youth to their mentors.

Birth to Three

Birth to Three consists of 1 manager, 3 case workers, and contracted services for Occupational, Physical, and Speech Therapy.

Birth to Three Data	November	December	January 2023
Open Cases	66	71	82
Open for Direct Services	47	45	42
New Referrals	12	9	23
Closed Cases	8	4	7

(Birth to Three does not allow waitlists)

Key/Current Issues: The B-3 team is fully staffed for the first time since September of 2021.

Economic Support Services – Thiago, Manager

The Economic Support Unit consists of 1 manager, 2 lead workers, 4 EBD workers, 1 ES Assistant, 9 Family workers, and 1 pre-screener.

ES Data	November	December	January 2023
Medical Assistance Total	6424	6433	6486
BadgerCare	4327	4372	4394
Family Planning	199	195	198
EBD	1229	1234	1234
Long Term Care	776	771	764
FoodShare cases	2505	2560	Not available
Caretaker Supplement	22	22	22
Child Care Cases	40	43	43
New Requests	345	383	314
Closed Cases	106	73	131

(No Waitlist)

Key Issues: Public Health Emergency policies continue in effect such as households receiving additional emergency FoodShare benefits and rules requiring Medical Assistance closures to be put on hold.

There is concern with the increase workload with the unwinding of PHE happening later this year (late summer, early fall). In response to the increase DHS will increase funding and seek feedback on support needs from Agencies.

Staffing Updates: Ryan Zepp filled our last opening for the Economic Support Specialist position in April. Ryan and Carrie (who started in March) are close to finishing New Worker Training.

Children and Family Service
CPS/ Parent Aides – Jasmine Peterson, Manager

The CPS/Parent Aide team consists of 1 access worker, 1 community response worker (vacant), 4 CPS Initial Assessment workers, 3 CPS ongoing workers (1 vacant) and 2 parent aides (1 vacant).

Access Data	November	December	January 2023
Total Reports	57	62	74
# Screen In	21	28	23
Neglect	31	29	34
Physical Abuse	24	26	35
Sexual Abuse	9	11	11
Unborn Child Abuse	2	0	2
Emotional Damage/Abuse	4	5	5

Initial Assessment Data	November	December	January 2023
#of IA's completed	28	27	26
Total Allegations	48	58	49
Unsubstantiated	40	49	39
Substantiated	4	5	7
Alternative Response-Services Not Needed	2	1	1
Alternative Response-Services Needed	0	0	2
Not able to locate Source	2	3	0

CPS Data	November	December	January 2023
Open Cases	41	41	41
Number of Children on Open Cases	67	65	65
Home with Parents	25	25	25
Kinship	7	7	4
Licensed Relative	3	3	6
Unlicensed Relative	11	11	13
Unlicensed non-relative	1	0	0
Foster Home	14	16	14
Treatment foster home	2	2	0
Group Home	0	0	0
Shelter Care	1	0	0
Secure Detention	0	1	0
Residential Care	0	0	1
Supervised Independent Living	0	0	0
Hospital Placement	1	1	1
Reunifications	1	3	1 (trial reunification concluded)
Trial Reunifications	1	1 (continued from Nov)	2
Courtesy Supervision	3	3	3

Parent Aide Data	November	December	January 2023
Total Cases	12	12	8

Key Issues: Waupaca County's screen in response times for the month of January continued to be escalated. Of the 23 screened in reports, 52.17% of those reports had an identified present or impending danger threat, requiring either a same day response or a 24-48 hour response from staff to assess and safety plan if deemed necessary. Also of continued concern is the struggle to find appropriate placements for children in need of out of home care.

Staffing struggles remain a key issue.

Staffing Updates: Our Ongoing CPS position (vacant since May 2022) remains vacant at this time. The update in job description to prefer but not require

Social Worker certification occurred the week of 11/7/2022. We had two resignations, one part time position for Community Response/Access and one Parent Aide, in January 2023 which remain vacant. We had a resignation for Initial Assessment Case Manager toward the end of January, which was able to be filled with a candidate scheduled to begin employment on 2/27/23.

Youth Justice, Foster Care, Kinship Care, Family Engagement –Lauren Gardner, Manager

The Youth Justice, Foster Care, and Kinship Care team consists of 1 Youth Justice Intake worker, 3 Youth Justice Social Workers, 1 part-time Kinship Care Coordinator, 1 Foster Care Coordinator and 1 Family Engagement Specialist

Additional Youth Justice Data	November	December	January 2023
Total Referrals Received	11	1	8
Intake Conferences Conducted	8	4	3
Petitions Filed	5 (3 on same youth)	3	0
Youth Detained-Non-Secure	1	0	0
Youth Detained-Secure	0	0	0
Group Home Placements	1	1	0
Cases Closed	0	0	3 (1 dismissed)

Foster Care (Paid Placements)	November	December	January 2023
Foster Care Relative	16	13	15
Foster Care Non-Relative	21	24	19
Residential Placements	1	0	1

Group Home Placements	1	1	1
Kinship Care Placements	November	December	January 2023
Voluntary	23		20
Court Ordered	9		19

Other Placements	November	December	January 2023
Unpaid Relative Care Placements		10	11
Trial Reunifications		0	2
Non-Relative Unpaid/Unlicensed		0	1
Supervised Independent Living		0	0
ShelterCare/Secure Detention		0	2
Inpatient Care		0	1

**Behavioral Health Services – Kim Kraeger, Manager
Honna Benson, Supervisor**

The Behavioral Health unit consists of 4 outpatient psychotherapists, 1 psychiatric nurse, 1 AODA counselor, 3 part-time psychiatrists, 1 part-time psychologist, 5 crisis workers, 2 secretaries, 2 CSP social workers, 1 CSP nurse, 5 CCS facilitators (1 Vacant), and 3 CSS technicians.

Outpatient Psychotherapy and Psychiatry Data	November	December	January 2023
Clients Enrolled	371	371	367

AODA Data	November	December	January 2023
SSTOP	18	17	24
OWI Assessments	22	12	25

Community Support Program

CSP Data	November	December	January 2023
Open Cases	26	26	26

Comprehensive Community Services (CCS):

CCS Data	November	December	January 2023
Open Cases	51	48	44
Crisis Data	November	December	January 2023
Total Calls	75	72	103
Mobile Hours Calls	40	44	49
After Hour Calls	35	28	54
Emergency Detentions	9	9	18
Voluntarily Hospitalized	4	13	7
Diversion Plan (no hospitalization)	39	31	52

Key/Current Issues:

Staffing Updates:

Open Positions:

1 CCS Service Facilitator

ADRC – Melissa Anderson, Manager

The ADRC consists of the unit manager, 1 Aging Programs Supervisor, 1 APS Lead Social Worker, 1 APS Social Worker, 1 APS Case Manager, 4 I&A specialists, 2 Benefit Specialists, 1 Dementia Care Specialist, 1 Transportation Coordinator, 1 Volunteer Coordinator, 1 ADRC assistant, 1 Clerk Typist, and 3 Nutrition Site Managers, 1 Nutrition Program Receptionist

ADRC Data	November	December	January 2023
Total Calls	660	537	685

Elderly Benefit Specialist

EBS Data	November	December	January 2023
# of Referrals	44	12	15
			Elder Benefit Specialist covering

			for vacant Disability Specialist position
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Disability Benefit Specialist

DBS Data	November	December	January 2023
# of Referrals	20	7	NA- vacant position- EBS covering DBS cases

Volunteer Transportation Program Data	November	December	January 2023
# of one way rides provided	552	507	533
New Riders	10	15	15

Adult Protective Services Data	November	December	January 2023
# of Cases	20	21	26

AGING PROGRAMS:

Elderly Nutrition Program Data	November	December	January 2023
Voucher Restaurant Dining Totals	94 participants served	116 participants served	76 participants served
Home Delivered Meal Totals	198 participants served	204 participants served	287 participants served
Senior Dining Totals	78 participants served	51 participants served	66 participants served
Number of Individuals on Waitlist	0	0	0
Supportive Services for Caregivers and Seniors Data	November	December	January 2023
# of Clients Enrolled in Program	26	26	26

Key/Current Issues:

Home Delivered Meals is currently at maximum capacity, as of February 17 waitlist= 0.

Staffing Updates:

Recruitment for part-time Nutrition Program Receptionist position and full time Disability Benefit Specialist, contracted position within the ADRC.

Public Health – Jed Wohlt, Health Officer

Public Health consists of 1 health officer, 1 public health nurse supervisor, 3 public health nurses, 3 healthy beginnings case managers, 1 WIC project director, 2 nutrition educators, 3 environmental health specialists, 1 community health educator, and 1 program assistant.

Communicable Disease Data	November	December	January 2023
Reportable Cases	243	250	176

Environmental Health Data	November	December	January 2023
# of Inspections Completed	49	20	46
# of Water Samples Processed	41	50	20
# of Complaints Investigated	4	5	7

Healthy Beginnings Data	November	December	January 2023
Families Enrolled	35	36	37
Families on Waitlist	0	0	0
Referrals (HB+PNCC)	3	5	7

WIC Data	November	December	January 2023
Total Participants	625	641	639
# of Referrals	18	26	20

Key/Current Updates:

Pandemic Response:

- Many response efforts such as free testing are winding down and coming to an end this spring.

Community Health Assessment (CHA)

We recently completed our 2022 CHA report. A CHA is a systematic examination of the health status indicators for a given population that is used to identify key problems and assets in a community. Local public health departments are required to provide a CHA every 5 years. Health departments are also required to provide a Community Health Improvement Plan (CHIP) based off of the findings of the most recent CHA. We will be producing a CHIP in 2023.

Staffing Updates:

Interviews for Environmental Health Specialist/Sanitarian were conducted.

Personnel and Staffing Issues

As is typical of each month, the board is provided with a detailed spreadsheet outlining staffing changes. That document is found in the board’s monthly meeting packet. Recruitment in some areas continues to be a struggle and is causing considerable problems with meeting expectations and is taking a toll on staff.

We are actively recruiting for the following:

- LTE Social Worker-Community Support Program
- Social Worker- Initial Assessment
- Social Worker-Access/Community Response
- Social Worker-Ongoing Child Protective Services
- Case Manager-Coordinated Services Team

Client Grievances

As was the case last month, there are currently no active Client Grievances or formal complaints. However, it is anticipated that the most recent completed client rights complaint completed by the State Department of Health Services will be appealed. This writer will offer a heads up to the DHHS board of an individual who has been active in criticizing the department on what they believe to be a child protective service issue and will not accept the

department's response, which is based on statutory and jurisdictional requirements. If anyone does reach out to you, please direct them back to the department and inform them to request to speak to the director.

Structural and Operational Adjustments within the Department

Although there have been no structural and operational adjustments made recently there are discussions on issues that relate to this topic. As noted in the board's meeting agenda, a resolution is being presented to leave the ADRC consortium with Outagamie and Calumet counties and operate a stand-alone ADRC. A briefing sheet outlining that accompanied last month's report again accompanies this report. In addition, the question of whether or not it would be best to separate the Department of Health and Human Services into two separate agencies (The Department of Health and the Department of Human Services) is being explored and appears to be something that may provide benefit to the citizens of the county. Further conversations with Mandy Welch in her role of Administrative Coordinator will take place to better understand the processes needed to explore this possibility further and any next steps needed. Another area that is lining up for a very possible operational change, prompted by the departure of the DHHS Fiscal Administrator, is that of the county Finance Department absorbing DHHS Fiscal staff and overseeing all fiscal operations.

Director's General Update

There is little to update the board on this month that is not covered in this report.

As a "heads up note" this writer has been asked as to whether or not the DHHS board needs to "approve the bills" each month as has been the practice. The question came up as the expenses provided to the DHHS board each month have actually already been paid. State statutes only speaks to the DHHS board establishing a budget. The Finance Committee will be exploring this issue in the future. Regardless of any discussion at the Finance Committee, this certainly does not prevent the DHHS board from reviewing monthly expenses if they so wish.

Given the events at the last DHHS board meeting and this month's closed session, the following advice is provided by the county's corporation counsel:

During public comment, although any member of the public may raise any issue during public comment, it is advisable for the Board members not to ask questions of or engage in dialogue with the individual. An exchange of questions could be considered debate, which is the responsibility of the Board membership only.

The most direct course of action is for the Chair to simply ask the individual for her or his comment.

It is improper for the Board to take any action on any issue raised in public comment if it is not on that meeting's agenda and properly noticed. Action should be taken when the issue is being debated by the Board when it comes up on the agenda. Again, public should not be re-engaged as that would be considered debate.

**Waupaca County DHHS
Board Briefing Sheet**

AREA: ADRC

Issue/Subject: ADRC Consortium
Date: January 2023
Department/Service Affected: ADRU/ADRC
Prepared By: Ted

Requested DHHS Board Action

It is requested that the DHHS Board move to remove Waupaca County from the COW ADRC consortium and establish a Waupaca County ADRC along with the needed ADRC Steering Committee needed for oversight.

Issue/Subject Background

In 2005 Calumet, Outagamie, and Waupaca Counties submitted to the State of Wisconsin a collaborative proposal to establish a multi-county Aging and Disability Resource Center. Such arrangements were promoted by the State at the time. That proposal was accepted and consortium referred to as the COW ADRC was formed. As part of the establishment of the consortium, a governing oversight body was to be established to provide a monitoring of overall standards of service delivery. On April 19, 2007 the Waupaca County Board of Supervisors passed resolution No. 6 (2006-2007) authorizing the DHHS Board to create the ADRC Advisory Committee in accordance with established by-laws. Each of the three counties of the consortium have equal representation on the committee.

The state funds the consortium based on an allocation determined by certain demographics of each county. Calumet County has acted as the fiscal agent for the consortium since the beginning.

Issue/Subject Update

The ADRC consortium has operated for many years without significant funding needing to come from local tax levy. This has been primarily due to Outagamie County typically not spending the entirety of their identified portion of the State allocation and those dollars being redistributed to Calumet and Waupaca. Outagamie is not in a position to continue underspending within their operations creating deficits for Calumet and Waupaca. It had been discussed during the 2023 budget process with Outagamie and Calumet Counties that Waupaca may not be able to afford to continue as a partner in the consortium if the finances did not work. For 2023 Outagamie County felt that they could manipulate things this one year to continue to underspend their allocation to allow Waupaca to remain a partner. During the budget process it was determined that from a financial standpoint, Waupaca would stand to lose less money in the ADRC operations if it were to leave the consortium.

It will be noted here that the spirit and intent of the consortium is to also share resources and staff when each county may need them. That certainly was the case in the early days. However, management of the Waupaca ADRC does not feel like there is much of that occurring any longer. It is felt that there is a lot of effort going into Outagamie County, but little to Waupaca as it relates to focus and assistance. This is not by design, but based on Outagamie being bigger and in need of more assistance.

ADRC's Across the State

Currently a bit more than half of the counties in the State operate their own ADRC independent of a consortia. The remainder are part of multi-county consortia. However, there are more counties beginning to

opt out of such agreements. The State has acknowledged this and recently held a meeting for counties on how to move away from the multi-county agreements and establish themselves as single county ADRC's. That meeting was held on December 1, 2022 and was very well attended.

Stepping away from the consortium and establishing a stand-alone ADRC would primarily be a "paper" process with the State which they say takes about six months (who knows why since we are already doing the work).

Calumet and Outagamie counties are well aware of Waupaca's situation and desires to leave the consortium. They would for at least the near future, continue to operate together. In fact, if Waupaca leaves the consortium, Calumet County would also end up in a better financial position.

Key Benefits to Separation

- Waupaca County ADRC would have direct fiscal management of grant funds to accurately track expenses and overall operations budget.
- Aging and Disability Resource Unit Manager would manage all ADRC staff.
- Waupaca County ADRC would utilize a case management data base system at no cost to the program. The current case management data base system requires several thousand dollars each year for updates/maintenance that is required by Department of Health Services and Office for Resource Center Development.
- Waupaca County ADRC staff answering calls focusing on Waupaca County citizens. Currently once weekly answering phone calls for Calumet and Outagamie County.
- Marketing for ADRC would be specific to Waupaca County.
- Waupaca County ADRC would receive information from Department of Health Services and the Office for Resource Center Development direct and timely.
- Aging and Disability Resource Unit Manager would have oversight on the ADRC Steering Committee.
- Waupaca County would have the authority to choose continuing education that is relevant to the ADRC staff.
- ADRC hours of operation would align with Waupaca County DHHS

Next Steps

- Board Discussion and determination whether or not to move forward with exiting the COW ADRC consortium.
- If determine to exit, draft and present to the DHHS and County Board of Supervisors a resolution to leave the consortium along with its steering committee and create a local steering committee to provide oversight to the Waupaca County ADRC.
- Complete appropriate paperwork for the State of Wisconsin notifying of the exit and submitting application for the stand-alone ADRC serving Waupaca County.