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WCDHHS Board Meeting Minutes

April 20, 2020

Waupaca County Courthouse

Room LL42

Waupaca, WI 54981

This meeting was conducted under the directives of Governor Evers' Executive Order #74, Secretary-Designee Palm's Emergency Order #12 ("Safer at Home") and Waupaca County's Emergency Declaration Resolution #38 (2019-2020). As a result of these directives, this meeting was held with remote access for some members which is indicated in roll call.

Board Members Present: Sue Golding, Dave Nuemann, Jan Lehrer, Pat Craig (remote), Dave Johnson, Gerald Murphy, Jody Muck, Dr. Steven Goedderz (remote)

Board Members Excused: Judi Olson

Staff Present: Erica Becker, Melissa Anderson, Leah Klein, Jed Wohlt, Liz Wagner, Mandy Welch

The meeting of the Health and Human Services Board was called to order at 5:05 pm by Chairperson Gerald Murphy.

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

Motion by Craig, second by Johnson, to approve the minutes of the February 5th, 2020 and March 4th, 2020 meeting minutes. Motion carried without negative vote.

1. General Board Business

- a. Public Health/Covid-19-Jed Wohlt provided Public Health and COVID-19 updates of daily status report; Governor's extension and Badger Bounce Back plans.
- b. DHHS Covid-19 response/Operational Updates-Mandy shared unit updates for DHHS.
- c. Nutrition Program – Melissa presented chart for nutrition program; showing updates on participation, types of meals, who delivered, and where funding came from.
- d. Gerald Murphy presented Resolution No. 3 (2020-21) donation acceptance- Motion by Johnson, second by Lehrer. Motion carried without negative vote
- e. Gerald Murphy presented Resolution No. 4 (2020-21) donation acceptance- Motion by Golding, second by Nuemann. Motion carried without negative vote
- f. CST/CCS Committee Meeting Minutes- Appointment of Lehrer to CST and the CCS Committees motion by Muck, second by Golding. Motion carried without negative vote. Appointment of Tina Litner to CST and CCS Committees motion by Lehrer, second by Muck. Motion carried without negative vote.

2. Finance
 - a. Erica discussed Income Statement, budgets, and payment register.
 - b. Payment Register/Approve Bills: Motion by Lehrer, second by Muck. Motion carried without negative vote

3. Personnel
 - a. Employee Updates/Resignations/Retirements/Recruitments:
 - Resignation of Chuck Price, Director; already accepted
 - Resignation of Shannon Braden, Deputy Director; already accepted.
 - Mandy met with Managers of DHHS

4. Director's Report
 - a. Director's report unavailable
 - b. Alternate Care Report- Erica provided overview
 - c. Mental Health Report- Erica provided overview

5. Board Member Reports of Meetings Attended and General Correspondence:
 - Lehrer stated the Workers Compensation Committee will meet via phone on 4/28/2020
 - Lehrer mentioned it may be valid for members to attend the State Meeting that will be in Fall 2020

6. Adjourn: Motion by Lehrer, second by Muck to adjourn at 6:12 pm. Motion carried, without negative vote. Next regularly scheduled meeting is May 6, 2020.

Submitted by,

Liz Wagner
Administrative Services Coordinator

These minutes are considered draft until approved by the DHHS Board



Waupaca County

Department of Health and Human Services

HEALTH ORDER

DATE: April 28, 2020

TO: Waupaca County Residents and Property Owners,
Special Attention to Campground Owners/Operators in Waupaca County

FROM: Waupaca County Health Officer Jed Wohlt

RE: Campground Opening Date Postponement Update

In response to the COVID-19 pandemic, and as a necessary measure to help prevent community spread of COVID-19, Waupaca County enacted an order to postpone opening/close campgrounds on April 9, 2020. This order was to be in place to the extent that the Wisconsin Emergency Order #12, Safer at Home, was effective, including any extensions. The Safer at Home order original end date was April 24, 2020. On April 16, 2020 Wisconsin Secretary of Health Designee Andrea Palm extended the Wisconsin Safer at Home order (Emergency Order #28) to May 26, 2020. The extension of the order included some flexibility to some businesses formerly determined to be non-essential. On April 27, 2020, Secretary Designee Palm signed Emergency Order #34 which provided additional non-essential business flexibility including recreation rentals.

A partial opening of campgrounds was allowed at 8:00 on Friday, April 24, 2020. Individuals leasing seasonal **independent camping sites** are allowed to occupy their sites with the following conditions in place:

Campgrounds shall:

1. Comply with requirements of Sections 13.b (selling groceries and medicine), 13.d (restaurant operations), and 13.e (bar operation);
2. Close swimming pools, hot tubs, and exercise facilities; and
3. Prohibit guests from congregating in lobbies or other common areas, including providing adequate space to adhere to Social Distancing Requirements while queuing for front desk services.

Additional Requirements:

1. Campground occupants shall maintain social distancing of 6 feet at all times. **Campground management shall monitor and enforce 6-foot social distancing with anyone from different households.**
2. Prohibit the use of buildings or public spaces that would encourage social gatherings of any number of people including, but not limiting to: toilet facilities, laundry facilities and shower buildings.
3. Limit all campsites to members of a single household or living unit. All other private gatherings of any number of people are prohibited.

Beginning May 18, 2020, campgrounds may open to weekend (non-seasonal) campers with independent units only (self-contained bathroom facilities). All conditions detailed above remain in place.

This Health Order dated April 28, 2020, and all updates, will remain in effect as long as the EO #28 is in effect, including any extensions of the current EO #28, or as otherwise ordered by this office.

The COVID-19 pandemic is a rapidly evolving situation. Conditions related to the pandemic are subject to change.



PARENTS SUPPORTING PARENTS

A Wisconsin Parent Partner Model



PURPOSE

Parents Supporting Parents is an evidenced-based model that began in Iowa. The model is aimed at empowering parents with lived experience in the Child Protective Services system to become mentors for parents finding themselves currently in the same system. This program assists parents and simultaneously integrate the lived voice into the Wisconsin Child Welfare System.

Parents with lived experience, called Family Well-being Specialists, are employed as peer support professionals and integrated alongside other Child Protective Services staff. The Family Well-Being Specialist Coordinator provides weekly guidance and supervision. The program includes an extensive, comprehensive workforce development system consisting of a suite of trainings, as well as ongoing clinical support to ensure Family Well-Being Specialists are fully prepared and supported to carry out their role.

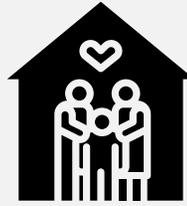
The model is founded on the principle that a Family Well-being Specialist's experience with navigating the system is expertise that can benefit other parents by helping them develop trust and engage in services more readily while fulfilling the case plan. Iowa found the program to have an impact not only on the family unit level but the system level as well.

BENEFITS AND OUTCOMES OF THE MODEL

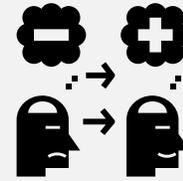
Families receiving the services:



Increased likelihood the children return home



Decreased likelihood of a subsequent removal



Empowered to make positive change

Family Well-being Specialists:



Received critical skill development

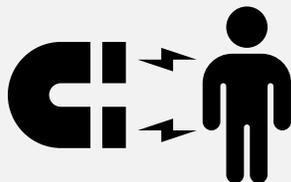


Increased options of career pathways



Increased participation in the community

Child Welfare Systems:



Increased engagement of families in services



Reduced expenditures in high cost services



Increased effectiveness in services provided

LOCAL ADVISORY COUNCIL

A Local Advisory Council will guide implementation, outreach, education and system change at the local level. The Local Advisory Council will be comprised of community members, stakeholders and partners that are invested in the safety, health and well-being of children and families. In addition, a State Advisory Council will function to guide the policy, implementation, sustainability, evaluation and key programmatic decisions. Representatives from each implementing county will be on the State Advisory Council.

Parents Supporting Parents: A Wisconsin Parent Partner Model

For the past several years, the Department of Children and Families (DCF) has been researching active models for promoting family engagement and the value of lived experience in driving system-change in the child welfare system. DCF explored many different models and selected Iowa's Parent Partner Model to adapt in Wisconsin for its many potential benefits as well as the ability for Wisconsin to contribute to the research base. Iowa reported several positive impacts, including:

- Reduction in time in out-of-home care (OHC); sooner reunification; less likely to reenter system
- Parents receiving service reported increased hope and belief in themselves, in addition they felt supported in a way that they had not previously experienced and that this support made the difference in their cases.
- Promoted critical skill development and opened career pathways for parent mentors, who also reported an increase in self-worth, self-esteem, communication skills, and participation in their community.
- Culture shift and systems change in the areas of programming, practice and policy

Parents Supporting Parents: A Wisconsin Parent Partner Model is aimed at empowering parents with lived Child Protective Services experience as mentors to parents within the child welfare system, while simultaneously integrating the voice of lived experience into the Wisconsin child welfare system. These parents with lived experience, called Family Well-Being Specialists (FWS) have a full-time or part-time caseload of parents to whom they provide services.

Through an RFA process, DCF invited counties interested in this model of family engagement and committed to partnering with DCF to apply for this grant. The three sites that were selected, called *Innovation Zones* are: Door, Jefferson and Waupaca counties.

- **Length of Awards:** This unique opportunity includes an initial investment from DCF for the funding for a three-year period, beginning in January of 2020. This three-year contract will include a planning year (2020), an initial implementation year (2021) and a continued implementation year (2022). After this contract period, Innovation Zones will be eligible for up to four annual contract renewals for full implementation of the program at reduced funding levels (2023 and beyond).
- **Moving forward:**
 - Innovation Zones will have a **Family Well-Being Specialist Coordinator** to help support the Family Well-Being Specialists. The Coordinator is a full-time or part-time county staff person who provides weekly supervision and guidance to the Family Well-Being Specialists.
 - **Family Well-Being Specialists** are parents with lived experience who have successfully left the system and are contracted to provide services to families currently in the system. Prior to beginning their role, Family Well-Being Specialists will receive extensive training and mentoring.
 - Counties will contract with a **licensed clinical professional** to provide monthly group clinical supervision to Family Well-Being Specialists and additional supervision, individual or group, as needed to help parents process through experiences of secondary trauma related to their role.
 - A **Local Advisory Council** will be developed to guide implementation, outreach, education and system change at the local level. The Local Advisory Council will be comprised of community members, stakeholders, and partners that are invested in the safety, health and well-being of children and families. In addition, a State Advisory Council will function to guide the policy, implementation, evaluation, sustainability and key programmatic decisions. Representatives from the Innovation Zones will be on the State Advisory Council.

**WAUPACA COUNTY JOINT MEETING OF THE FINANCE COMMITTEE
AND HEALTH AND HUMAN SERVICE BOARD MINUTES
April 17, 2020**

This meeting was conducted under the directives of Governor Evers' Executive Order #74, Secretary-Designee Palm's Emergency Order #12 ("Safer at Home") and Waupaca County's Emergency Declaration Resolution #38 (2019-2020). As a result of these directives, this meeting was held with remote access for some members which is indicated in roll call.

Chair Murphy called the meeting to order at 2:30 p.m. and gave the open meeting statement with the following members present: Supr. Craig (remote), Golding, Johnson, Lehrer, Neumann Citizen Members Muck (remote). Supr. Citizen Member Goedderz was excused. Citizen Member Olson was absent. Others present: Co. Bd. Chr. Koeppen, Supr. Federwitz and Poehlman, Jim Macy of VonBriesen, Amanda Welch and Jill Lodewegen

REVIEW AND APPROVE AGENDA – MOTION: Supr. Lehrer moved and Supr. Golding seconded the motion to approve the agenda. Motion carried without a negative vote.

Motion Supr. Johnson moved and Supr. Lehrer seconded to go into Closed Session at 2:37 p.m. Pursuant to WI State Statutes 19.85 (1) (c) (f) Considering employment, promotion compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and 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. To wit, Health and Human Services Director and Deputy Director. Roll Call Vote Craig – yes, Golding – yes, Johnson – yes, Lehrer – yes, Muck – yes, Murphy – yes, Neumann – yes.

Motion Supr. Lehrer moved and Supr. Neumann seconded to return to open session at 3 p.m. Roll Call Vote Craig – yes, Golding – yes, Johnson – yes, Lehrer – yes, Muck – yes, Murphy – yes, Neumann – yes.

ACTION while in Closed Session: Supr. Craig moved and Supr. Lehrer seconded to accept the resignation of Department of Health and Human Service Director Chuck Price. Roll Call Vote Craig – yes, Golding – yes, Johnson – yes, Lehrer – yes, Muck – yes, Murphy – yes, Neumann – yes. Supr. Lehrer moved and Supr. Neuman seconded to accept the resignation of Deputy Director Shannon Braden. Roll Call Vote Craig – yes, Golding – yes, Johnson – yes, Lehrer – yes, Muck – yes, Murphy – yes, Neumann – yes.

Motion Supr. Lehrer moved and Supr. Golding seconded to adjourn. The meeting adjourned at 3:10 p.m.

Jill Lodewegen
Waupaca County Clerk

These minutes will be posted to the website prior to approval from the committee and are considered to be in draft form until approved at the next scheduled meeting.

Sonja Telin
W2869 Brookhaven Drive
Appleton, WI 54915
920-791-7585

April 16, 2020

Sherrie Nichols
Waupaca County DHHS
811 Harding Street
Waupaca, WI 54981

Dear Sherrie,

Please accept this letter as formal notice that I am resigning from my position of Behavioral Health Services Nurse, effective today, April 16, 2020. My last day will be May 1, 2020.

I have enjoyed my time at Waupaca County and wish for the department's continued success. I will do everything I can to help during this transition before I leave.

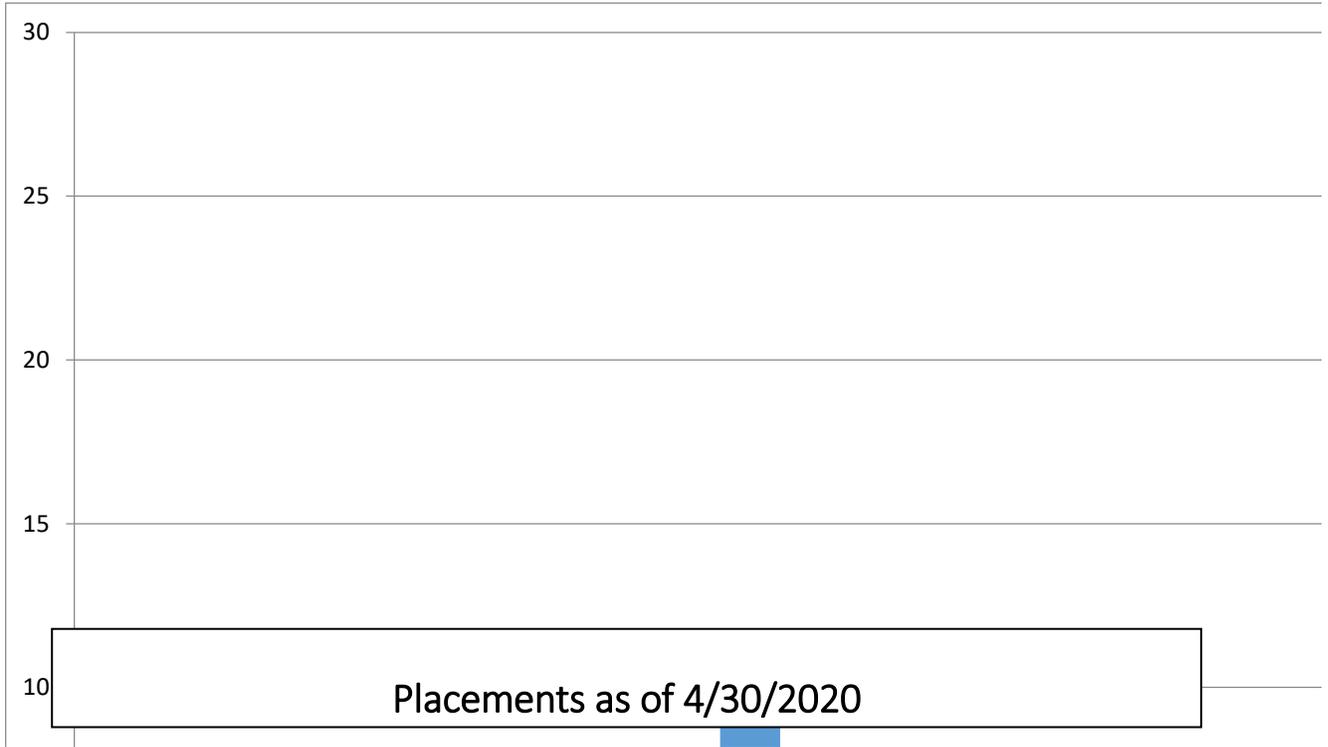
Thank you for everything. I will take with me many fond memories of my time at DHHS.

Sincerely,

A handwritten signature in black ink, appearing to read "Sonja Telin". The signature is fluid and cursive, with the first name "Sonja" being more prominent than the last name "Telin".

Sonja Telin

Alt Care Information



TOTAL IN CARE: 26
New Removals: 5
Reunifications: 2
Aged out: 0
Permanence through TPR/Guardianship: 0
Percentage of children/youth in Out of Home Care contacted: 100%