

**MINUTES**  
**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**October 13, 2016**

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:30 a.m. on October 13, 2016 by Bob Bellman in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Bob Bellman, Debra Kyser, Donald Seep, Dr. Bryan Myers, Dr. Louis Williams, Larry Jewell, Linda Gentes, Lynne Eichinger, and Marty Brewer.

Others Present: Amanda Coorough, Angie Rizner, Becky Dahl, Marianne Stanek, Myranda Culver, Patrick Metz, Roxanne Klubertanz-Gerber, Stephanie Ronnfeldt, and Tim Gottschall.

Approve Agenda and Posting: Motion by Marty Brewer, seconded by Debra Kyser to approve the agenda and proper posting. Motion carried.

Approve September 8, 2016 Health and Human Services Board Minutes: Motion by Dr. Bryan Myers, seconded by Dr. Louis Williams to approve the Health & Human Services Board meeting minutes. Motion carried.

Citizen Comments: Patrick Metz reported on Health & Human Services staff involvement with the flooding of late September and the opening of a shelter for county residents. It was noted that a presentation would be offered in November on the situational response.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services 2016 Voucher Report for October 13, 2016 was distributed. The following items required additional discussion:

Voucher #2 – Cardmember Services: This was to pay for insect repellent with our logo to distribute at the Richland County Fair. It was noted that the BRACE grant was utilized to reimburse the purchase.

Voucher #57-67 – Richland County Food Service: This was to pay for 2 months supply of food at the Rockbridge, Viola, and Richland Center Meal Sites.

Voucher #72-73 – Sanofi Pasteur, Inc.: This was to pay for a partial shipment of influenza vaccinations. Don Seep questioned if there has been a decrease in vaccinations since the implementation of the Affordable Care Act. Marianne Stanek stated that there has been a decrease in vaccinations given by Public Health RNs and this initial supply was primarily for residents and staff of Pine Valley Healthcare.

Voucher #98 – Betsy Wiedenfeld: This was processed in error, as the payment was actually issued to Woodland Consultants for the remodel project.

Previously Paid Vouchers:

Voucher #15 – CCJ Construction, LLC.: This was to pay the first installment to the contractor for the remodel project. Don Seep questioned what funding would be utilized for this project. Patrick Metz noted that approximately 50% of the project would be funded by the ADRC.

Motion by Marty Brewer, seconded by Debra Kyser to approve the 2016 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

**2016 Vouchers**

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2016 Expense Reports	19	\$9,557.29
Richland County Health and Human Services – 2016 Vouchers	54	\$56,532.35
Richland County Health and Human Services – 2016 Prepaid Vouchers	10	\$16,513.64
<b>TOTAL</b>	<b>83</b>	<b>\$82,594.28</b>

2016 Budget Summary: Tim Gottschall distributed a 2016 Health & Human Services Budget handout as of October 13, 2016 which reflected a shortage of \$6,747 when institutional funds are removed. It was noted that the Adult’s Institutional Expenses currently total \$311,902 and Children’s Institutional Expenses currently total \$507,589. Tim Gottschall reported that the Adult Institutional Expenses totaled \$233,993 last month due to a take back of funds by the Winnebago Mental Health Institute for 2014 and 2015. It was clarified that treatment foster care is included in the Children’s Institutional Expenses, but foster care and kinship care is included in the Health & Human Services Children’s Services budget. Amanda Coorough explained that treatment foster care is paid to a treatment facility where foster care is paid directly to the individual providing service.

Marty Brewer questioned the trend of significant placement expenses and the inability for this department to cover the costs. Patrick Metz stated that six months ago those expenses were considered manageable and we did believe that we could cover the costs within our existing budget; however, many things changed during the course of the year and high placement costs continued and are unpredictable. Patrick Metz read an excerpt from a handout he distributed last month regarding mandates affecting county departments of Health & Human Services, and the lack of funding available to counties for juvenile justice and child welfare issues. Patrick Metz stated that the State, local school districts, and local law enforcement agencies would all agree that the trend is problematic right now. Patrick Metz noted that over the years Health & Human Services has been requesting additional funds be allocated to the institutional funds (totaling upwards of \$500,000 in each account), but the county has not made those recommended allocations. Dr. Bryan Myers stated that the county has not appropriately budgeted for placement expenses for years. Linda Gentes noted that there is no extra money available to budget for these expenses and questioned if clients are required to pay any part of their institutional placement expense. Tim Gottschall reported that Winnebago Mental Health Institute placements are 100% a county expense.

Tim Gottschall reviewed the October Cash Flow handout. It was noted that the deficit projection to the end of the year could reach nearly \$700,000 and a transfer from the General Fund would be necessary. Patrick Metz stated that the county will need to prioritize programs and services county-wide in order to make additional funds available to support these expenses. Discussion was held regarding CARS processing. Bob Bellman reported that equalized value is flat and there is no new funding, so what else can be done. Tim Gottschall stated that an unbiased auditor recently offered recommendations to the Finance & Personnel Committee to help remedy this problem; however, her recommendations were not followed by the county. Patrick Metz reported that he stated in a recent Finance & Personnel Committee that he would be willing to consider reductions in programs and services within Health & Human Services to help fund the placement expenses, but the county also needs to make structural savings

county-wide to assist with the overall county budget, as these options are not easy and often controversial. Dr. Bryan Myers noted that placements of people who are a danger to themselves or others in this community must be a priority of this county and must be appropriately funded - this could mean that hard decisions need to be made. Patrick Metz stated that the development of the 2017 county budget offered a perfect opportunity for the Finance & Personnel Committee to request a percentage of tax levy be returned by all departments to assist with appropriately funding these placements; however, that was not even considered. Patrick Metz noted that he is seriously concerned with the county's financial health and funding unpredictable placements.

2017 Budget Update: No further updates were offered.

Personnel Updates: Patrick Metz requested that Stephanie Stowell, Clerical Assistant II, Jennifer Nimocks, Clerical Assistant II, and Eric Ives, Youth Aide Worker, pass probation and be placed on regular status effective October 11, 2016 and Katie Sweet, Case Manager, pass probation and be placed on regular status effective October 18, 2016. Motion by Dr. Louis Williams, seconded by Dr. Bryan Myers to approve the probationary period of Stephanie Stowell, Clerical Assistant II, Jennifer Nimocks, Clerical Assistant II, and Eric Ives, Youth Aide Worker, effective October 11, 2016 and Katie Sweet, Case Manager, effective October 18, 2016. Motion carried.

Patrick Metz announced that Lisa Burns, Confidential Administrative Secretary, submitted her resignation effective October 5, 2016. Motion by Marty Brewer, seconded by Linda Gentes to approve the resignation of Lisa Burns, Confidential Administrative Secretary, effective October 5, 2016. Motion carried.

Patrick Metz noted that Tiffany Boyarski, Parent Peer Specialist (part-time), submitted her resignation from the SWWDB effective September 13, 2016. Patrick Metz reviewed the four vacant county positions that we are not refilling at this time in an effort to offer savings to the budget: Mental Health Therapist, Psychiatric RN, Early Intervention Special Educator, and Confidential Administrative Secretary.

Update from Finance & Personnel Committee Meeting: No further updates were offered.

Update from Rules & Resolutions Committee Meeting – Rule #5: No further updates were offered.

Update on Community Services Building Remodeling Project: Patrick Metz stated that the project is quickly moving forward and sheet rock is complete. The project completion deadline is around November 15<sup>th</sup> and is not anticipated to be over budget.

Updated on Rural Health Care Services Outreach Program Tele-Health Grant: Patrick Metz reported that the grant process is moving forward and it is anticipated that our Mental Health Outpatient Clinic will be licensed for tele-psychiatry by November 11<sup>th</sup>.

Approve Contracts, Agreements, and Amendment

2016 New & Amended Contracts/Agreements (Mailout #1): Myranda Culver stated that Dr. Felgus submitted his resignation effective the end of October and Dr. Ivey is transferring to telehealth services only through Crossing Rivers Health.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES</b> <b>2016 NEW HHS CONTRACT/AGREEMENT APPROVALS (10-13-16)</b>		
<b>BOZORA FISCHER CONSULTING SERVICES</b>	Health and Human Services is required to have a Medical Director who will provide psychiatric services in order to maintain state certifications for the Outpatient Mental Health Clinic, Crisis Services, and Comprehensive Community Services Program. Donald C. Fischer, M.D. will serve as the Medical Director and also provide psychiatric services and consultation to area professionals /agencies. (Oconomowoc)	For a total amount not to exceed <b>\$30,000.</b>
<b>PRAIRIE DU CHIEN MEMORIAL HOSPITAL ASSOCIATION, INC. DBA CROSSING RIVERS HEALTH</b>	Provider of telepsychiatric services to the Mental Health Outpatient Clinic. (Prairie du Chien)	For a total amount not to exceed <b>\$9,500.</b>

Motion made by Marty Brewer, seconded by Debra Kyser to approve the new 2016 agreement and contract. Motion Carried.

Dr. Bryan Myers requested a breakdown of what psychiatric services are costing this department. Donald Seep noted that no one Board member is allowed to give Health & Human Services staff direction. Motion made by Donald Seep, seconded by Dr. Bryan Myers to request a presentation be offered next month on the revenues and expenses of psychiatric services offered by the Mental Health Outpatient Clinic. Motion Carried.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES</b> <b>2016 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-13-16)</b>		
<b>BREININGER LAW OFFICE</b>	Due to an increased need for legal services provided to the Children's Services Unit. (Richland Center)	<i>Original Contract Amount: \$25,000.</i>  To a total amount not to exceed <b>\$49,500.</b>
<b>CARLEY ADULT FAMILY HOME</b>	Due to an increased need for adult family home respite services provided to the Clinical Services Unit. (Richland Center)	<i>Original Agreement Amount: \$5,000.</i>  To a total amount not to exceed <b>\$10,000.</b>
<b>CHILEDIA INSTITUTE</b>	Due to an increased need for residential cognitive and behavioral health treatment for youth with severe mental health deterioration who pose a high risk to self and others. (La Crosse) <i>This will require County Board approval.</i>	<i>Original Contract Amount: \$162,000.</i>  To a total amount not to exceed <b>\$225,000.</b>

<b>FAMILY WORKS PROGRAMS, INC.</b>	Due to an increased need for group and treatment foster home services provided to the Children's Services Unit. (Madison) <i>This will require County Board approval.</i>	<i>Original Contract Amount: \$50,000.</i>  To a total amount not to exceed <b>\$85,000.</b>
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Discussion was held regarding the legal assistance offered by Assistant District Attorney (ADA) Amy Forehand for Children's Services issues. Amanda Coorough noted that approximately 70% of the cases are assigned to ADA Forehand and 30% are assigned to Attorney Alicia Breininger. Motion made by Dr. Bryan Myers, seconded by Debra Kyser to approve the amended 2016 contracts, and forward those necessary onto the County Board for approval. Motion Carried.

2017 Revenue Contracts (Mailout #2):

<i>Provider Name</i>	<i>Provider Description</i>	<i>2016 Budgeted Revenue</i>	<i>2017 Budgeted Revenue</i>
<b>Care Wisconsin First, Inc.</b>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 50,000	\$ 50,000
<b>ContinuUs</b>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 107,706	\$ 107,706
<b>Dane County Capital Consortium</b>	<i>Income Maintenance Consolidation</i>	\$ 1,000,208	\$ 991,477
<b>Department of Administration</b>	<i>Wisconsin Home Energy Assistance Program</i>	\$ 40,848	\$ 58,878
<b>Department of Children and Families</b>	<i>State and County Contract</i>	\$ 349,898	\$ 349,898
	<i>Administration of Child Care Program</i>	\$ 58,585	\$ 58,585
<b>Department of Corrections</b>	<i>Community Youth and Family Aides</i>	\$ 94,837	\$ 64,393
<b>Department of Health Services</b>	<i>Regional Aging &amp; Disability Resource Center Contract</i>	\$ 2,015,625	\$ 2,015,625
	<i>State and County Contract</i>	\$ 1,032,730	\$ 1,032,730
<b>Division of Public Health</b>	<i>Consolidated Contract (Immunization, Maternal Child Health, Well Woman)</i>	\$ 27,951	\$ 27,951
	<i>Public Health Emergency Preparedness and Response</i>	\$ 35,430	\$ 35,430
<b>Department of Transportation</b>	<i>Specialized Transportation 85.21</i>	\$ 68,117	\$ 69,578
<b>Greater Wisconsin Agency on Aging Resources, Inc.</b>	<i>AAA Older Americans Programs</i>	\$ 124,149	\$ 124,149
	<i>Active Aging</i>	\$ 7,500	\$ 7,500
	<i>Elder Abuse Services</i>	\$ 10,554	\$ 10,554
	<i>Nutrition Services Incentive Program (NSIP)</i>	\$ 18,576	\$ 18,576
	<i>State Health Insurance Assistance Program (SHIP)</i>	\$ 9,035	\$ 9,035

	<i>State Pharmaceutical Assistance Program (Part D)</i>	\$ 6,535	\$ 6,535
<b>Ithaca School District</b>	<i>Public Health School Health Services</i>	\$ 900	\$ 900
<b>University of Wisconsin-Richland</b>	<i>Mental Health Counseling Services on Campus</i>	\$ 18,000	\$ 18,000
<b>UW School of Medicine &amp; Public Health</b>	<i>Wisconsin Partnership Program</i>	\$ 63,000	\$ 27,000
<b>Weston School District</b>	<i>Public Health School Health Services</i>	\$ 1,000	\$ 1,000
		<b>\$ 5,141,184</b>	<b>\$ 5,085,500</b>

Motion made by Marty Brewer, seconded by Debra Kyser to approve the 2017 Revenue Contracts, and forward them onto the County Board for approval. Motion Carried.

Convene in Closed Session Per Wis. Statutes 19.85(1) (C) to Discuss the Annual Performance Evaluation of the Director (Mailout #5): Motion by Marty Brewer, seconded by Donald Seep to convene in closed session per Wis. Statutes 19.85(1) (C) to discuss the annual performance evaluation of the Director to include Patrick Metz. Roll Call Vote. Lynne Eichinger, Debra Kyser, Dr. Bryan Myers, Dr. Louis Williams, Larry Jewell, Marty Brewer, Donald Seep, Linda Gentes, and Bob Bellman all voted for the motion. Motion carried.

Return to Open Session: Motion by Dr. Bryan Myers, seconded by Debra Kyser to return to open session. Motion carried.

Donald Seep and Larry Jewell left the meeting.

2017 Contracts > \$50,000 (Mailout #3):

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2016 Contract</i>	<i>2016 Amount Expended *</i>	<i>2017 Contract</i>
<b>ADRC of Eagle Country - Crawford County</b>	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding.(Prairie du Chien Office)</i>	<i>Prairie du Chien</i>	\$ 260,000	\$ 118,967	<b>\$ 260,000</b>
<b>ADRC of Eagle Country - Juneau County</b>	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding. (Mauston Office)</i>	<i>Mauston</i>	\$ 325,000	\$ 181,246	<b>\$ 325,000</b>
<b>ADRC of Eagle Country - Sauk County</b>	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding. (Baraboo Office)</i>	<i>Baraboo</i>	\$ 960,000	\$ 569,005	<b>\$ 960,000</b>
<b>Bozora Fischer Consulting Services</b>	<i>Health and Human Services is required to have a Medical Director who will provide psychiatric services in order to maintain state certifications for the Mental Health Outpatient Clinic, Crisis Services, and Comprehensive Community Services Program. Dr. Donald C. Fischer will serve as the Medical Director and also provides psychiatric services and consultation to area professionals/agencies.</i>	<i>Oconomowoc</i>	\$ 30,000	\$ -	<b>\$ 148,000</b>

<b>Family Works Programs, Inc.</b>	<i>Children's Services Unit provider of group and treatment foster home services.</i>	<i>Madison</i>	Original \$50,000 Amended \$85,000	\$ 42,678	<b>\$ 140,000</b>
<b>Gundersen Lutheran Administrative Services, Inc. independently and as agent for Gundersen Lutheran Medical Center, Inc. and Gundersen Clinic, LTD.</b>	<i>Clinical Services Unit provider of Residential Treatment Services for substance abuse treatment, detox services for persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.</i>	<i>LaCrosse</i>	\$ 63,000	\$ -	<b>\$ 50,000</b>
<b>Lakeview Rehabilitation Center</b>	<i>Clinical Services Unit provider of CBRF residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Waterford</i>	\$ 270,000	\$ 86,636	<b>\$ 125,000</b>
<b>Lucky Star 3 Corporation</b>	<i>Clinical Services Unit provider of CBRF and AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Dodgeville</i>	\$ 130,000	\$ 38,924	<b>\$ 55,000</b>
<b>Lutheran Social Services of WI and Upper Michigan, Inc.</b>	<i>Clinical Services Unit provider of Comprehensive Community Services psychosocial support services. Children's Services Unit provider of independent living and family preservation services.</i>	<i>Baraboo</i>	\$ 55,000	\$ 49,979	<b>\$ 95,000</b>
<b>Northwest Counseling &amp; Guidance Clinic</b>	<i>Clinical Services Unit provider of afterhours crisis intervention services. The services include an afterhours phone center staffed by trained crisis professionals and a mobile crisis response service locally available to conduct face-to-face assessments and interventions.</i>	<i>Frederic</i>	\$ 56,000	\$ 33,793	<b>\$ 55,000</b>
<b>Southwest WI Workforce Development Board</b>	<i>Provides contracted employee services to Richland County Health and Human Services.</i>	<i>Platteville</i>	\$ 390,000	\$ 229,513	<b>\$ 350,000</b>
<b>The Richland Hospital, Inc.</b>	<i>Children's Services Unit provider of speech, occupational and physical therapy services to children being served by the Birth to Three Program.</i>	<i>Richland Center</i>	\$ 100,000	\$ 50,828	<b>\$ 100,000</b>
<b>Therapy Without Walls, LLC</b>	<i>Clinical Services Unit provider of specialized behavioral assessments for Comprehensive Community Services children with complex emotional and behavioral issues and ongoing direct services to assist with implementing behavioral plans. Children's Services Unit provider of in-home counseling services to children with disabilities.</i>	<i>Reedsburg</i>	\$ 40,000	\$ 37,669	<b>\$ 55,000</b>
<b>Trempealeau County Health Care Center</b>	<i>Clinical Services Unit provider of Institute for Mental Disease (IMD) and AFH residential treatment for consumers who due to mental health issues are unable to live independently.</i>	<i>Whitehall</i>	\$ 122,000	\$ 46,684	<b>\$ 75,000</b>
<b>Total 2017 Contracts &gt; \$50,000:</b>			<b>\$ 2,881,000</b>	<b>\$ 1,485,922</b>	<b>\$ 2,793,000</b>

Motion made by Dr. Bryan Myers, seconded by Marty Brewer to approve the 2017 Contracts > \$50,000, and forward them onto the County Board for approval. Motion Carried.

2017 Contracts < \$50,000 (Mailout #4):

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2016 Contract</b>	<b>2016 Amount Expended *</b>	<b>2017 Contract</b>
<b>Abilities, Inc.</b>	<i>Clinical Services Unit provider of adult family home services who due to mental health issues are unable to live independently.</i>	<i>Fort Atkinson</i>	\$ 24,000	\$ -	\$ 25,000
<b>ActivStyle, Inc.</b>	<i>Children's Services Unit provider of specialized medical supplies to children with disabilities.</i>	<i>Minneapolis, MN</i>	\$ 11,000	\$ 1,284	\$ 11,000
<b>Breining Law Office</b>	<i>Children's Services Unit provider of Termination of Parental Rights (TPR) legal services and court appointed special prosecutor for complicated CHIPS cases. Clinical Services Unit provider of Special Corporation Counsel services.</i>	<i>Richland Center</i>	Original \$25,000 Amended \$49,500	\$ 29,463	\$ 25,000
<b>Carley Adult Family Home</b>	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Richland Center</i>	Original \$5,000 Amended \$10,000	\$ -	\$ 10,000
<b>Center Point Counseling Services</b>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers and provider of AODA staff supervision.</i>	<i>Viroqua</i>	Original \$5,000 Amended \$15,000	\$ 4,363	\$ 15,000
<b>Chileda Institute</b>	<i>Children's Services Unit provider of residential cognitive and behavioral health treatment for youth with severe mental health deterioration who pose a high risk to self and others.</i>	<i>LaCrosse</i>	Original \$162,000 Amended \$225,000	\$ 163,407	\$ 45,000
<b>Deer Valley Adult Family Home</b>	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Richland Center</i>	\$ 45,000	\$ 20,934	\$ 30,000
<b>Easter Seals of Wisconsin, Inc.</b>	<i>Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Madison</i>	\$ 11,000	\$ 414	\$ 11,000
<b>Evergreen Manor, Inc.</b>	<i>Clinical Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	<i>Necedah</i>	\$ 18,000	\$ 6,025	\$ 10,000
<b>Fillyaw Adult Family Home</b>	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Richland Center</i>	\$ 60,000	\$ 34,315	\$ 45,000
<b>Fitness Choices</b>	<i>Clinical Services Unit provider of recovery education and wellness management services.</i>	<i>Viola</i>	\$ 20,000	\$ 11,006	\$ 15,000
<b>Forward Home for Boys</b>	<i>Children's Services Unit provider of group home services.</i>	<i>Richland Center</i>	\$ 132,000	\$ 87,840	\$ 25,000



<b>Harmony Place Assisted Living, LLC</b>	<i>Clinical Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	<i>Richland Center</i>	\$ 49,000	\$ 19,460	\$ 30,000
<b>Imagine A Child's Capacity</b>	<i>Clinical Services Unit provider of specialized behavioral assessments for children with complex emotional and behavioral issues and ongoing direct services to assist with implementing behavioral plans.</i>	<i>Madison</i>	\$ 19,000	\$ -	\$ 10,000
<b>Independent Living Resources</b>	<i>Clinical Services Unit provider of peer/advocate support services for Community Recovery Services and Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	\$ 25,000	\$ 6,166	\$ 15,000
<b>Jean Warrior, Ph. D.</b>	<i>Contracted provider of psychological testing and evaluations for court ordered evaluations, including guardianships/protective placements, criminal, and CHIPS/JIPS issues; and evaluations to assess eligibility for programs, diagnosis, and to assist with appropriate treatment planning.</i>	<i>Verona</i>	\$ 22,000	\$ 11,378	\$ 23,000
<b>Kanton Home Adult Family Home</b>	<i>Clinical Services Unit provider of AFH services for consumers who due to mental health issues are unable to live independently.</i>	<i>Muscoda</i>	\$ 50,000	\$ -	\$ 10,000
<b>Kareo</b>	<i>Clinical Services Unit provider of an Electronic Health Records (EHR) system which routinely requires maintenance, upgrades, and further customizations to meet our programmatic changes and financial claiming needs.</i>	<i>Irvine, CA</i>	\$ 10,000	\$ -	\$ 11,000
<b>LaCrosse County Human Services</b>	<i>Children's Services Unit provider of secure and non-secure placement facility for children subject to criminal sanctions.</i>	<i>LaCrosse</i>	Original \$20,000 Amended \$50,000	\$ 54,310	\$ 36,000
<b>Lori Knapp Crawford, Inc.</b>	<i>Children's Services Unit provider of supportive home care or consumer directed support services to children with disabilities.</i>	<i>Richland Center</i>	\$ 49,000	\$ 55,473	\$ 49,000
<b>Maplewood CBRF</b>	<i>Clinical Services Unit provider of adult family home and CBRF services to Comprehensive Community Services consumers.</i>	<i>West Salem</i>	\$ 45,000	\$ -	\$ 45,000
<b>National Seating and Mobility</b>	<i>Children's Services Unit provider of adaptive aids and other related items to children with disabilities.</i>	<i>Madison</i>	\$ 11,000	\$ 215	\$ 11,000
<b>Prairie du Chien Memorial Hospital Association, Inc. dba Crossing Rivers Health</b>	<i>Clinical Services Unit provider of telepsychiatric services to the Mental Health Outpatient Clinic.</i>	<i>Prairie du Chien</i>	\$ 9,500	\$ -	\$ 49,500
<b>Rita's Place</b>	<i>Children's Services Unit provider of group home services.</i>	<i>Mosinee</i>	\$ 38,000	\$ 5,357	\$ 25,000

<b>Seasons Counseling</b>	<i>Clinical Services Unit provider of Comprehensive Community Services psychosocial support services.</i>	<i>Baraboo</i>	\$ -	\$ -	\$ <b>10,000</b>
<b>St. Anthony's School</b>	<i>Use of the school to prepare and serve meals for the Richland County Nutrition Program Germantown Meal Site.</i>	<i>Cazenovia</i>	\$ 12,000	\$ 3,264	\$ <b>12,000</b>
<b>Tellurian UCAN, Inc.</b>	<i>Clinical Services Unit provider of Residential Treatment Services for substance abuse treatment, and detox services for persons taken into protective custody due to incapacitation by alcohol.</i>	<i>Madison</i>	\$ 20,000	\$ 5,106	\$ <b>15,000</b>
<b>TLC Senior Home Care</b>	<i>Clinical Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Arena</i>	\$ 30,000	\$ 19,415	\$ <b>30,000</b>
<b>United Cerebral Palsy of Greater Dane County</b>	<i>Children's Services Unit provider of home based respite services to children with disabilities.</i>	<i>Madison</i>	\$ 11,000	\$ 6,886	\$ <b>11,000</b>
<b>Upland Point Corporation</b>	<i>Clinical Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	<i>Dodgeville</i>	\$ 35,000	\$ 26,627	\$ <b>40,000</b>
<b>VARC, Inc.</b>	<i>Clinical Services Unit provider of employment skills training for Comprehensive Community Services consumers who due to mental health issues are unable to find or maintain employment without support.</i>	<i>Viroqua</i>	\$ 65,000	\$ 17,220	\$ <b>30,000</b>
<b>Wisconsin Badger Camp</b>	<i>Children's Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Platteville</i>	\$ 11,000	\$ -	\$ <b>11,000</b>

**Total 2017 Contracts < \$50,000:                    \$ 1,172,500    \$ 555,613    \$ 740,500**

Motion made by Dr. Louis Williams, seconded by Debra Kyser to approve the 2017 Contracts < \$50,000. Motion Carried.

2017 Agreements < \$10,000 (Mailout #5):

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2016 Contract</i>	<i>2016 Amount Expended *</i>	<i>2017 Contract</i>
<b>Attorney Henry Plum</b>	<i>Children's Services Unit provider of Termination of Parental Rights (TPR) legal services and court appointed special prosecutor for complicated CHIPS cases.</i>	<i>Wauwatosa</i>	\$ 1,750	\$ -	\$ <b>1,750</b>
<b>Children's Hospital of Wisconsin Community Services - Children's Service Society</b>	<i>Children's Services Unit provider of respite services to children with disabilities and treatment foster care.</i>	<i>Milwaukee</i>	\$ 20,000	\$ 3,963	\$ <b>9,500</b>

<b>City of Richland Center</b>	<i>Use of the Richland Community/Senior Center as the Richland County Nutrition Program Richland Center Meal Site. Meals are prepared by Richland County Food Service, delivered by Nutrition Program staff, and served at the facility.</i>	<i>Richland Center</i>	\$ 3,600	\$ 3,000	<b>\$ 3,600</b>
<b>Community Service Associates dba Pauquette Center for Psychological Services</b>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Richland Center</i>	\$ 5,000	\$ -	<b>\$ 5,000</b>
<b>D&amp;P Enterprises</b>	<i>Provider of snow plowing and snow removal services at the Community Services Building.</i>	<i>Richland Center</i>	\$ 6,000	\$ 1,906	<b>\$ 6,000</b>
<b>Hidden Spring Clinic</b>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.</i>	<i>Westby</i>	\$ 8,000	\$ -	<b>\$ 5,000</b>
<b>Hope Haven</b>	<i>Clinical Services Unit provider of residential treatment consumers.</i>	<i>Madison</i>	\$ 9,500	\$ 4,412	<b>\$ 5,000</b>
<b>Mayo Clinic Health System - Franciscan Medical Center, Inc.</b>	<i>Clinical Services Unit provider of Residential Treatment Services for substance abuse treatment, detox services persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.</i>	<i>LaCrosse</i>	\$ 26,000	\$ 5,249	<b>\$ 9,500</b>
<b>Midwest Center for Psychotherapy and Sex Therapy</b>	<i>Children's Services Unit provider of psychosexual therapy for youth with sexual offending/maltreating behaviors.</i>	<i>Madison</i>	\$ 16,000	\$ -	<b>\$ 5,000</b>
<b>Midwest Professional Karate, LLC</b>	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	<i>Richland Center</i>	\$ 1,000	\$ 40	<b>\$ 1,000</b>
<b>Mineral Point School District</b>	<i>Children's Services Unit provider of orientation and mobility services for visually impaired children.</i>	<i>Mineral Point</i>	\$ 5,000	\$ 2,080	<b>\$ 5,000</b>
<b>Orion Family Services</b>	<i>Clinical Services Unit provider of psychotherapy, counseling, and assessments for Comprehensive Community Services child consumers.</i>	<i>Madison</i>	\$ 7,000	\$ 1,100	<b>\$ 7,000</b>
<b>Passages, Inc.</b>	<i>Contract amount is a contribution the Finance Committee has instructed us to provide to Passages, Inc.</i>	<i>Richland Center</i>	\$ 3,000	\$ 1,500	<b>\$ 3,000</b>
<b>Red Dragon Martial Arts Academy</b>	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	<i>Richland Center</i>	\$ -	\$ -	<b>\$ 1,000</b>
<b>Redwood Toxicology Laboratory, Inc.</b>	<i>Children's Services Unit provider of laboratory testing and equipment for drug use and abuse of parents and/or juveniles.</i>	<i>Santa Rosa, CA</i>	\$ 1,000	\$ 1,219	<b>\$ 1,500</b>
<b>Richland School District</b>	<i>Use of the Rockbridge School as the Richland County Nutrition Program Rockbridge Meal Site. Meals are prepared by Richland County Food Service, delivered by Nutrition Program staff, and served at the school.</i>	<i>Richland Center</i>	\$ 3,800	\$ 1,887	<b>\$ 3,800</b>
<b>Scott Consulting Partners, LLC</b>	<i>Public Health Unit provider of assessment and evaluation consultation and database programming.</i>	<i>Richland Center</i>	\$ 26,000	\$ 5,250	<b>\$ 9,500</b>
<b>The Rivers Family Therapy Center, LLC</b>	<i>Children's Services Unit provider of psychosexual assessments for youth with sexual offending/maltreating behaviors.</i>	<i>LaCrosse</i>	\$ 6,000	\$ 1,880	<b>\$ 5,000</b>

<b>Village of Viola</b>	<i>Use of a room in the Village Office as the Richland County Nutrition Program Viola Meal Site. Meals are prepared and delivered to the site by Tazzee's Wonder Bar &amp; Restaurant.</i>	<i>Viola</i>	\$ 2,400	\$ 1,800	\$ 2,400
<b>ZirMed, Inc.</b>	<i>Clinical Services Unit provider of electronic claims submission and management software for the electronic health record (EHR) system.</i>	<i>Louisville, KY</i>	\$ 4,000	\$ 3,120	\$ 5,000

**Total 2017 Agreements < \$10,000:**                      \$ 155,050      \$ 38,406      \$ 94,550

Motion made by Dr. Bryan Myers, seconded by Marty Brewer to approve the 2017 Agreements < \$10,000. Motion Carried.

2017 Memorandums of Understanding (Mailout #6):

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2016 MOU</b>	<b>2016 Amount Expended *</b>	<b>2017 MOU</b>
<b>ADRC of Eagle Country - Richland County</b>	<i>Regional ADRC provider of local satellite office functions. These funds are forwarded from the Regional ADRC State GPR and Federal Medicaid funding. (Richland Center Office)</i>	<i>Richland Center</i>	\$ 431,000	\$ 186,103	\$ 431,000
<b>Richland County Food Service</b>	<i>Use of the UW-Richland Campus for preparation of Richland County Nutrition Program meals to be delivered to the Richland Center and Rockbridge Meal Sites.</i>	<i>Richland Center</i>	\$ 103,000	\$ 59,842	\$ 115,500
<b>Symons Recreation Complex</b>	<i>Clinical Services Unit provider of swimming services to Comprehensive Community Services consumers and Children's Services Unit provider of swimming services to children with disabilities..</i>	<i>Richland Center</i>	\$ 12,000	\$ 2,384	\$ 12,000

**Total 2017 MOUs:**                      \$ 546,000      \$ 248,329      \$ 558,500

Motion made by Linda Gentes, seconded by Debra Kyser to approve the 2017 Memorandums of Understanding. Motion Carried.

Approve Marco Managed Voice Contract Renewal (Mailout #7): Patrick Metz reviewed the details of the contract renewal noting that the 1-year cost is \$6,188 and the 3-year cost is \$11,598. It was noted that Health & Human Services budgeted \$6,500 for this expenditure in 2016 and \$6,500 in 2017. Discussion was held regarding the current contract having expired on September 21, 2016. Motion made by Dr. Bryan Myers, seconded by Debra Kyser to approve the Marco Managed Voice 3-year contract totaling up to \$11,598, and forward it onto the Finance & Personnel Committee and County Board for approval. Motion Carried.

Dr. Bryan Myers left the meeting.

Placements Discussion: Amanda Coorough distributed a handout which reflected the process when a report of abuse or neglect is received at Health & Human Services and reviewed the statutorial process in detail:

**Report of Abuse and Neglect**

- Imminent safety threat is identified.
  - Initial Risk/Threat Assessment is completed.

- In home or out of home services are identified.
- Temporary physical custody is established.
  - Court action occurs within 72 hours.

**First 30 Days of Initial Placement**

- Potential outcomes are considered.
- Out of home placement activity.
  - Initial Assessment is completed.
  - Court action occurs.
  - CANS Assessment is completed.
  - Level of Need and Level of Care is determined.
  - Placement rates are established.
- Placement stabilized and treatment begins (post 30 days).
  - CANS Assessment is reviewed no less than once every 6 months.
  - Placement rates are reestablished.

**Establishing Permanency**

- Ongoing out of home activity.
  - Court action continues at least once every six months.
  - Progress is reviewed and less restrictive placement is considered.
- 15 out of 22 months criteria for permanency.
  - State Permanency Consultant conducts thorough case review every 3 months.
- Permanency is established.
  - Reunification, guardianship or adoption.

A handout was also distributed which outlined the placement costs for children January –September 2016 totaling \$667,482.

Myranda Culver distributed a handout which reflected 51.15 Emergency Detention Criteria and reviewed the process in detail. These placements are commonly known in the State of Wisconsin as 72-hour hold, Behavioral Health Hold, or Emergency Detention. An individual must have one or more of these: Mental Illness, Drug Dependency or Developmentally Disabled AND one or more of these: dangerous to self, dangerous to other, impaired judgment, or inability to care for self. Myranda Culver reviewed 51.001 Legislative Policy and the basic tiers/levels of mental health intervention. A handout was also distributed which outlined the placement costs for adults January-September 2016 totaling \$590,402. Bob Bellman questioned if there are revenues associated with these expenses. Tim Gottschall noted that we budgeted \$300,000 for Mental Health Residential Services in 2016 and there are also other reimbursement funding sources. Myranda Culver stated that of the 39 total hospital stays, only 14 individuals went to Winnebago Mental Health Institute in 2016. Tim Gottschall was instructed to come up with an easier and simpler way to review the institutional breakdown.

The next regular Board meeting is scheduled for Thursday, November 10, 2016 at 9:30am at the Community Services Building.

Adjourn: Motion by Marty Brewer, seconded by Debra Kyser to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner  
Office Supervisor