

**MINUTES**  
**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**October 11, 2018**

The regular monthly meeting of the Richland County Health and Human Services Board was called to order at 9:08 a.m. on October 11, 2018 by Linda Gentes in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Debra Kyser, Donald Seep, Linda Gentes, Dr. Jerel Berres, Ingrid Glasbrenner and Marty Brewer.

Members Absent: Kerry Severson.

Others Present: Angie Rizner, Myranda Culver, Rose Kohout, Roxanne Klubertanz-Gerber, Sharon Pasold, Jessica Stanek, Tim Gottschall, and Meghan Rohn.

Approve amended Agenda and Posting: Motion by Dr. Jerel Berres, seconded by Debra Kyser to approve the amended agenda and proper posting. Motion carried.

Approve September 13, 2018 Health and Human Services Board Minutes: Motion by Marty Brewer, seconded by Debra Kyser to approve the Health & Human Services Board meeting minutes. Motion carried.

Citizen Comments: Debra Kyser notified the board of an event occurring on Monday, November 5<sup>th</sup> at UW-Platteville-Richland called "Recovery Rediscovered". A flyer was made available to anyone interested in learning more about the event.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services 2018 Voucher Report for October 11, 2018 was distributed. The following items required additional discussion:

Vouchers #31, #29, #30, #61 – JCOMP Technologies: This was to pay for purchase of three new laptops that were approved on September 13, 2018.

Voucher #53 – Sanofi Pasteur Inc.: This was to pay for the first of the annual Influenza Vaccine purchases. It was noted that any unused vaccines may be returned for credit.

Voucher #14 – Cardmember Service: This was to pay for the Economic Support Supervisor to attend a Fraud Conference and the cost is reimbursable.

Discussion was held on the large number of vouchers listed on the first three pages of the report and their purpose. It was explained these are always present on the report and are to reimburse volunteer drivers.

Motion by Marty Brewer, seconded by Ingrid Glasbrenner to approve the 2018 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

**2018 Vouchers**

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2018 Expense Reports	19	\$8,524.64
Richland County Health and Human Services – 2018 Vouchers	36	\$38,482.78
Richland County Health and Human Services – 2018 Prepaid Vouchers	9	\$3,300.68
<b>TOTAL</b>	<b>64</b>	<b>\$50,308.10</b>

2018 Budget Summary: Tim Gottschall distributed the 2018 Health & Human Services Budget as of October 10, 2018, and noted a surplus of \$199,109 in the core budget. Current monthly utilization should be 75%, however utilization is trending at 63%. Tim Gottschall explained that we are trending low on expenses and that is expected to continue through the end of the year as we continue to go through attrition.

Tim Gottschall noted that he has reviewed placements again in order to provide a more accurate estimate of which placements could potentially continue through the end of the year. At this point in time it is being estimated that placement costs could reach \$1.3 million, almost identical to last year, leaving a deficit of approximately \$439,000. Marty Brewer questioned what was budgeted for placements for 2019. Tim Gottschall noted that he is not aware of what was decided.

2018 Contract Monitoring Report: Angie Rizner distributed and reviewed those contracts on the report that currently exceed 67% utilization, noting that most invoicing is through August. Angie Rizner noted that most contracts are right on track with the exception of Driftless Counseling, Fireback, Lucky Star 3, Northwest Counseling and Guidance, and Tellurian. The contracts for Driftless Counseling, Lucky Star 3 and Tellurian will be considered for amendment later on the agenda and the others will be closely monitored.

Donald Seep arrived.

Myranda Culver distributed a handout outlining details regarding court-ordered hospitalizations as requested. The document showed 4 individuals were hospitalized in the month of September and it was determined that a “cost” column should be added to this document. The 17 days of hospitalizations listed on the report for September 2018 totaled approximately \$23,800. A 3.5% increase has been set for 2019 and currently the cost for a placement at Winnebago Mental Health Institute is approximately \$1,400 per day. The “Other” column identifies if there is a court order in place that requires the individual to continue service with our agency or another provider, listed as “90 day settlement”. “Dropped” applies to individuals who are compliant with treatment and have agreed to continue treatment without a court order. The cost for hospitalizations at Gundersen La Crosse listed on the handout are not County funded since they are paid for by private insurance.

Discussion was held regarding the need for long term placements for some individuals. Myranda Culver explained there are situations where an individual will go to a step down placement such as a group home. All of the individuals hospitalized in the month of September were able to return home. Discussion was also held regarding the length of a typical hospitalization and Myranda Culver noted they don’t typically exceed 12 days, however long term placements do occur. In the past there have been cases where the patient was hospitalized for 6 months. It was noted September could be considered a typical month and it is not expected these trends will change in 2019. Discussion was held regarding future options for placements in addition to what is already being utilized. Marty Brewer noted that the Health and Human Services Board members will be questioned during the budget process and noted it will be helpful to give as much information as is legally possible.

Personnel Updates: Tim Gottschall announced the hiring of Haley Ewing, Economic Support Specialist, effective October 29, 2018; and Nicole Gaudette, Children & Families Case Manager, effective October 29,

2018. Motion by Donald Seep, seconded by Marty Brewer to approve the hiring of Haley Ewing, Economic Support Specialist, effective October 29, 2018; and Nicole Gaudette, Children & Families Case Manager, effective October 29, 2019. Motion carried. It was noted Haley Ewing and Nichole Gaudette have each requested 15 days of without pay for the first year of employment.

Tim Gottschall requested that Kristine Olson, Resource Center Specialist, pass probation and be placed on regular status effective November 7, 2018. Motion by Marty Brewer, seconded by Debra Kyser to approve the probation period of Kristin Olson, Resource Center Specialist, effective November 7, 2018. Motion carried.

Tim Gottschall reported that he has submitted his resignation as the Manager of Operations/Interim Director, effective October 19, 2018; Morgan Montgomery, Children and Families Case Manager, submitted her resignation effective October 25, 2018; and Lexi Nickols, Children and Families Case Manager, submitted her resignation effective November 1, 2018. Motion by Marty Brewer, seconded by Debra Kyser to approve the resignation of Tim Gottschall, Manager of Operations/Interim Director, effective October 19, 2018; Morgan Montgomery, Children and Families Case Manager, effective October 25, 2018; and Lexi Nickols, Children and Families Case Manager, effective November 1, 2018. Motion carried. Donald Seep thanked Tim Gottschall for all he has done for the Health and Human Services Agency, especially during this time of transition. It was noted that Tim Gottschall will be hired through the Southwest Workforce Development Board as a Fiscal Consultant for the agency for up to 5 hours per week.

Other announcements included a medical leave of absence has been approved for Brandie Anderson, Public Health RN, for up to 30 working days as she is not eligible for FMLA and has exhausted all other accrued county benefits. The list of vacant county positions were reviewed noting that we are currently interviewing for the three vacant Children and Families Case Manager positions as well as the vacant Director position. We are not refilling the following vacant, full time county positions at this time in an effort to offer savings to the budget; Clerical Assistant II, Secretary, Early Intervention Special Educator, Occupational Therapist (28 hours per week), Speech and language Pathologist (28 hours per week), Psychiatric RN, and Public Health RN.

Quarterly Review of Organization Chart: Angie Rizner distributed an updated organizational chart and reviewed the most recent changes. Discussion was held regarding changes in the structure of the Children's Services unit. As previously discussed the CPS/JJ Lead Worker position will be changed to a Case Manager position, giving the unit a total of 5 case managers. One new Case manager has been hired, however given the recent resignations two positions are still vacant and it will take time for the new workers to be appropriately trained. Angie Rizner noted that Page 8 illustrates what the unit would look like if the changes to the Lead Worker position are approved.

Marty Brewer questioned if exit interviews are held or if it is known why people are leaving. Angie Rizner explained one of the recent resignations in the Children's Unit was due to the individual taking a comparable job in Sauk County for \$12 more per hour. Tim Gottschall added that even when Sauk County is taken out of the equation our rate of pay is still behind approximately \$4 per hour when compared to other rural counties in the area. Angie Rizner noted that we typically get people right out of college, train them, and then they leave for higher wages elsewhere. Discussion was held regarding the type of applicants we receive and that most often the individuals are looking for their first job opportunity after college. As a result these employees often require a large amount of training and some of the mandated state trainings are not offered quick enough. Marty Brewer stated this may be an issue that could be brought to Ron Kind's attention since he will be in the area today. It seems this may be an issue that needs to be addressed at the legislative level.

The Clinical Services Unit was reviewed. With the recent new hires the unit is fully staffed at this time. The Economic Support Unit recently had two vacancies and it was noted that one position has been filled and an offer has been extended for the second vacancy.

Further discussion was held regarding the Children's Services Unit and Donald Seep questioned who pays for the trainings required for new staff. Jessica Stanek explained that while the county does not pay for the Social Workers education or licensing, we do pay for the trainings required for their positions in the agency. Typically these trainings run approximately \$25 per day and usually require 15 days. This cost does not include mileage, meals or lodging.

Dr. Jerry Berres asked what the recommended case load is per worker for a Children's Services Case Manager. Myranda Culver noted the recommended case load is 10-15 families and with the recent vacancies Richland County workers will most likely have twice that. The bigger issue is continuing the 24 hour on-call rotation in addition to a 40 hour work week. Jessica Stanek explained that new workers can take phone calls during the rotation, however the supervisor would need to respond if it was deemed necessary. Donald Seep questioned if raising the wage would help more qualified individuals into these positions. Tim Gottschall confirmed that raising the wage rate would help recruit people with more experience and as a result these individuals are usually trained and know what they are committing to. The 24 hour on call rotation is what separates these positions from other Social Worker positions in the agency.

Ingrid Glasbrenner questioned what other counties do for on-call. Jessica Stanek noted Sauk County has 17 Social Workers on their rotation, Richland County only has three. Other counties will also utilize Social Workers from other units, such as the ADRC, if those workers have the required training to help with the rotation. Donald Seep wondered if these positions were appealed during the wage study process. Angie Rizner explained that they were appealed and denied. Angie Rizner went on to explain that employees were shown a wage scale that illustrated a maximum wage equivalent to approximately 80% market value, and then staff were placed at the low end of the scale. As a result, employees were made aware of what they should be making and started looking elsewhere. Angie Rizner discussed our use of Northwest Connections for our Clinical Services on call services, but noted this is not an option for the Children's Services Unit.

Convene in Closed Session Per Wis. Statutes 19.85(1)(c) to Consider the Continued Employment of a Public Employee: Motion by Ingrid Glasbrenner , seconded by Debra Kyser, to Convene in Closed Session Per Wis. Statutes 19.85(1)(c) to Consider the Continued Employment of a Public Employee to include Tim Gottschall. Roll Call Vote. Donald Seep, Debra Kyser, Kerry Severson, Linda Gentes, Dr. Jerel Berres, Ingrid Glasbrenner and Marty Brewer all voted for the motion. Motion carried.

Return to Open Session: Motion by Dr. Jerel Berres, seconded by Donald Seep to return to open session. Motion carried. It was noted that in closed session it was determined that the agency should move forward and advertise for the soon to be vacant Manager of Operations position.

Health & Human Services Director Vacancy: Linda Gentes noted the deadline for applications for the vacant Health and Human Services Director position was established as October 18, 2018, with a decision to be made by October 30, 2018.

Appointment of Interim Director of Health & Human Services: Discussion was held in closed session regarding the appointment of an Interim Director. Motion by Marty Brewer, seconded by Dr. Jerry Berres to appoint Myranda Culver as the Interim Health and Human Services Director for a period of six weeks and be placed at Grade Q, Step 1 of the wage scale. Motion carried

2019 Budget Update: Tim Gottschall reported that the 2019 budget presented to the Finance and Personnel Committee was accepted as well as the overall 2019 County Budget. An approximate \$37,000 deficit was presented however Tim Gottschall noted it was his understanding that the HRA would no longer be funded by the individual departments and instead would be funded by the County. Discussion was held since there was confusion regarding this issue and it was determined this should be clarified when the final County Budget is reviewed at the County Board meeting occurring on October 30, 2018. Marty Brewer added that the Finance and Personnel Committee also approved increasing the allocation for placement costs to \$1 million.

Approve health & Human Services Contracts:  
2018 Amended Contracts/Agreements (Mailout #1):

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2018 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-11-18)</b>		
<b>DRIFTLESS COUNSELING, LLC</b>	<p>Due to an increased need for individual skill development and psychotherapy to Comprehensive Community Services consumers being served by the Clinical Services Unit. (Viroqua)</p> <p><i>This will require county Board approval and is not funded with county tax levy.</i></p>	<p><i>Original Contract Amount: \$45,000</i></p> <p><b>Amended to: \$200,000</b></p> <p>To a total amount not to exceed <b>\$350,000.</b></p>
<b>LUCKY STAR 3 CORPORATION</b>	<p>Due to an increased need for adult family home and CBRF services to clients being served by the clinical Services Unit. (Dodgeville)</p> <p><i>This will require County Board approval and is partially funded with county tax levy.</i></p>	<p><i>Original Contract Amount: \$57,000</i></p> <p>To a total amount not to exceed <b>\$100,000.</b></p>
<b>TELLURIAN, INC.</b>	<p>Due to an increased need for adult family home and CBRF services to clients being served by the Clinical Services Unit. (Monroe)</p> <p><i>This will require County board approval and is partially funded with county tax levy.</i></p>	<p><i>Original Contract Amount: \$15,000.</i></p> <p><b>Amended to: \$49,500</b></p> <p>To a total amount not to exceed <b>\$75,000.</b></p>

Motion by Marty Brewer, seconded by Ingrid Glasbrenner to approve the amended 2018 contracts and forward them onto County Board. Motion carried.

2019 Revenue Contracts (Mailout #2):

**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**

### 2019 Revenue Contracts

<i>Provider Name</i>	<i>Provider Description</i>	<i>2018 Budgeted Revenue</i>	<i>2019 Budgeted Revenue</i>
<i>Care Wisconsin First, Inc.</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 55,000	\$ 56,650
<i>Dane County Capital Consortium</i>	<i>Income Maintenance Consolidation</i>	\$ 991,539	\$ 1,021,285
<i>Department of Administration</i>	<i>Wisconsin Home Energy Assistance Program</i>	\$ 56,234	\$ 57,921
<i>Department of Children and Families</i>	<i>State and County Contract</i>	\$ 377,890	\$ 377,890
	<i>Administration of Child Care Program</i>	\$ 47,224	\$ 47,224
	<i>Community Youth and Family Aides</i>	\$ 85,537	\$ 85,537
<i>Department of Health Services</i>	<i>State and County Contract</i>	\$ 1,063,712	\$ 1,063,712
<i>Division of Public Health</i>	<i>Consolidated Contract (Immunization, Maternal Child Health, Well Woman)</i>	\$ 23,722	\$ 24,434
	<i>Public Health Emergency Preparedness and Response</i>	\$ 35,430	\$ 36,493
<i>Department of Transportation</i>	<i>Specialized Transportation 85.21</i>	\$ 70,570	\$ 70,570
<i>Greater Wisconsin Agency on Aging Resources, Inc.</i>	<i>County Contract</i>	\$ 124,149	\$ 127,873
<i>Inclusa</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 119,674	\$ 128,051
<i>Ithaca School District</i>	<i>Public Health School Health Services</i>	\$ 900	\$ 900
<i>My Choice Family Care, Inc.</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$ 18,000	\$ 19,260
<i>Southwestern Wisconsin Community Action Program</i>	<i>Southwest Wisconsin Opioid Treatment Capacity Project Grant Contract</i>	\$ 75,400	\$ 75,400
<i>The Richland School District</i>	<i>Crisis Case Worker Counseling Services for the 2018-2019 School Year</i>	\$ 60,000	\$ 60,000
<i>University of Wisconsin-Richland</i>	<i>Mental Health Counseling Services on Campus</i>	\$ 18,000	\$ 9,000
<i>Weston School District</i>	<i>Public Health School Health Services</i>	\$ 1,000	\$ 1,000
		<b>\$ 3,223,981</b>	<b>\$ 3,263,200</b>

Motion by Dr. Jerry Berres, seconded by Debra Kyser, to approve the 2019 Revenue Contracts, and forward them onto the County Board for approval. Motion carried.

## RICHLAND COUNTY HEALTH AND HUMAN SERVICES

### 2019 HHS Contracts > \$50,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2018 Contract</i>	<i>2018 Amount Expended *</i>	<i>County Funded</i>	<i>2019 Contract</i>
<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>	\$ 75,000	\$ 7,766	Partially	\$ 100,000
<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>La Crosse</i>	\$200,000	\$ 125,592	Yes	\$ 205,000
<b>Creative Community Living Services, Inc.</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>Watertown</i>	\$125,500	\$ 33,132	No	\$ 100,000
<b>Driftless Counseling, LLC</b>	<i>Clinical Services Unit provider of individual skill development and psychotherapy to Comprehensive Community Services consumers.</i>	<i>Viroqua</i>	Original \$45,000 Amended \$200,000 Amended \$350,000	\$ 196,034	No	\$ 200,000
<b>Family Works Programs, Inc.</b>	<i>Children's Services Unit provider of group and treatment foster home services.</i>	<i>Madison</i>	\$140,000	\$ 33,403	Partially	\$ 145,000
<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>	Original \$57,000 Amended \$100,000	\$ 52,899	Partially	\$ 55,000
<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>	\$100,000	\$ 8,766	Partially	\$ 55,000
<b>Marion's Place</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 \$49,500 Amended \$200,000	\$ 117,350	Partially	\$ 100,000
<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>	Original \$58,000 Amended \$59,000	\$ 40,934	Yes	\$ 59,000
<b>Rural Wisconsin Health Cooperative</b>	<i>Children's Services Unit provider of speech &amp; language pathology therapy services to children being served by the Birth to Three Program.</i>	<i>Sauk City</i>	\$ 49,500	\$ 5,769	No	\$ 75,000

<b>Southwest WI Workforce Development Board</b>	<i>Provides contracted employee services to Richland County Health and Human Services.</i>	Platteville	Original \$150,000 Amended \$172,500	\$ 76,218	Partially	\$ 200,000
<b>The Richland Hospital, Inc.</b>	<i>Children's Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program and Clinical Services Unit provider of Adult Protective Services respite services.</i>	Richland Center	\$100,000	\$ 37,956	No	\$ 100,000
<b>Therapy Without Walls, LLC</b>	<i>Clinical Services Unit provider of psychotherapy, community skills development, and a variety of other services to Comprehensive Community Services consumers. Children's Services Unit provider of in-home counseling and mentoring services to children with disabilities.</i>	Reedsburg	Original \$75,000 Amended \$300,000	\$ 128,663	No	\$ 215,000

**Total 2019 Contracts > \$50,000:      \$1,971,500      \$864,482      \$ 1,609,000**

An error was noted on the mailout regarding The Rivers Family Therapy Center, LLC. The 2019 contract amount should be \$14,000. As a result this will move from the list of 2019 contract > \$50,000 and be placed on the list of 2019 contracts < \$50,000. Motion by Ingrid Glasbrenner, seconded by Debra Kyser, to approve the 2019 Contracts > \$50,000 and forward them onto the County Board for approval. Motion carried.

2019 Contracts < \$50,000 (Mailout #4):

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2018 Contract</b>	<b>2018 Amount Expended *</b>	<b>County Funded</b>	<b>2019 Contract</b>
<b>ActivStyle, Inc.</b>	<i>Children's Services Unit provider of specialized medical supplies to children with disabilities.</i>	Minneapolis, MN	\$ 11,000		No	<b>\$ 11,000</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>	Milwaukee	\$ 36,000	\$ 5,529	Partially	<b>\$ 35,000</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>	Richland Center	\$ 15,000	\$ 6,723	No	<b>\$ 30,000</b>
<b>Coulee Region Psychiatric Services, S.C.</b>	<i>Clinical Services Unit provider of in-person clinical/psychiatric supervision and consultation. Dr. Thomas Trannel will serve as the Clinical Director.</i>	Onalaska	\$ 30,000	\$ 17,600	No	<b>\$ 30,000</b>
<b>CR Therapy</b>	<i>Children's Services Unit provider of counseling and therapeutic services to</i>	Spring Green	\$ 11,000	\$ 600	No	<b>\$ 11,000</b>



	<i>children with disabilities.</i>					
<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>	Madison	\$ 11,000		No	\$ 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>	Necedah	Original \$10,000 Amended \$25,000	\$ 10,089	Partially	\$ 30,000
<b>Fireback, LLC</b>	<i>Clinical Services Unit provider of in-home/individual therapy &amp; wellness management to Comprehensive Community Services consumers.</i>	La Crosse	Original \$15,000 Amended \$30,000 Amended \$49,500	\$ 34,331	No	\$ 49,500
<b>Fitness Choices</b>	<i>Clinical Services Unit provider of recovery education and wellness management services.</i>	Viola	\$ 25,000	\$ 16,092	No	\$ 25,000
<b>Forward Home for Boys</b>	<i>Children's Services Unit provider of group home services.</i>	Richland Center	\$ 25,000	\$ -	Partially	\$ 25,000
<b>G.A.P. Fit-N-Fun</b>	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	Richland Center	\$ 5,600		No	\$ 11,000
<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>	La Crosse	\$ 49,500	\$ 495	Partially	\$ 49,500
<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>	Richland Center	\$ 30,000	\$ 13,054	Partially	\$ 30,000
<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>	Richland Center	\$ 15,000	\$ 609	No	\$ 26,000
<b>Innovative Wisconsin, Inc.</b>	<i>Clinical Services Unit provider of supportive home care to Comprehensive Community Services consumers.</i>	Green Bay	\$ 49,500	\$ -	No	\$ 49,500
<b>J &amp; B Medical Supply</b>	<i>Children's Services Unit provider of specialized medical &amp; therapeutic supplies to children with disabilities.</i>	Wixom, MI	\$ 1,000		No	\$ 11,000
<b>Kareo</b>	<i>Clinical Services Unit provider of an Electronic Health Records (EHR) system which routinely requires</i>	Irvine, CA	\$ 15,000	\$ 11,964	Yes	\$ 15,000

	<i>maintenance, upgrades, and further customizations to meet our programmatic changes and financial claiming needs.</i>					
<b>La Crosse County Human Services</b>	<i>Children's Services Unit provider of secure and non-secure placement facility for children subject to criminal sanctions.</i>	La Crosse	\$ 36,000	\$ 1,350	Yes	\$ 36,000
<b>Lexington Fitness</b>	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	Spring Green	\$ 1,000		No	\$ 11,000
<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>	Richland Center	\$ 49,500		No	\$ 49,500
<b>Lori Knapp Richland, Inc.</b>	<i>Children's Services Unit provider of financial management services to children with disabilities. ADRC provider of respite care, chore service, personal care, and errands for clients.</i>	Richland Center	\$ 19,500		No	\$ 49,500
<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>	La Crosse	\$ 9,500		Partially	\$ 11,000
<b>Midwest Monitoring and Surveillance</b>	<i>Clinical Services Unit provider of SoberLink monitoring equipment for Sobriety Court participants.</i>	Burnsville, MN	\$ 9,500	\$ 6,223	No	\$ 15,000
<b>Midwest Professional Karate, LLC</b>	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	Richland Center	\$ 1,000		No	\$ 11,000
<b>National Seating and Mobility</b>	<i>Children's Services Unit provider of adaptive aids and other related items to children with disabilities.</i>	Madison	\$ 11,000		No	\$ 11,000
<b>Orion Family Services</b>	<i>Clinical Services Unit provider of psychotherapy and psychoeducation services to Comprehensive Community Services consumers.</i>	Madison	\$ 45,000		No	\$ 45,000
<b>Oxford House, Inc.</b>	<i>Clinical Services Unit provider of transitional residential treatment services.</i>	Madison	\$ 5,000		Partially	\$ 15,000
<b>Redwood Toxicology Laboratory, Inc.</b>	<i>Children's Services Unit provider of laboratory testing and monitoring equipment for drug use and abuse of parents and/or juveniles. Clinical Services Unit provider of laboratory testing and monitoring equipment to Sobriety Court participants.</i>	Santa Rosa, CA	\$ 9,500	\$ 1,779	No	\$ 24,500
<b>Regroup Therapy, Inc.</b>	<i>Clinical Services Unit provider of telepsychiatry services.</i>	Chicago, IL	Original \$30,000	\$ 26,063	Partially	\$ 49,500

			Amended \$49,500			
<b>Richland School District - Kids Klub</b>	<i>Children's Services Unit provider of recreation/alternative activities to children with disabilities.</i>	Richland Center	\$ 1,000		No	\$ 11,000
<b>Schmidt Consulting, LLC</b>	<i>Clinical Services Unit provider of substance abuse consultation to staff.</i>	Viroqua	\$ 15,000	\$ 6,241	No	\$ 15,000
<b>Seasons Counseling</b>	<i>Clinical Services Unit provider of psychotherapy services for Comprehensive Community Services consumers.</i>	Baraboo	Original \$10,000 Amended \$25,000	\$ 11,043	No	\$ 25,000
<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>	Cazenovia	\$ 12,000	\$ 7,254	Partially	\$ 13,500
<b>Tellurian, 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>	Madison	Original \$15,000 Amended \$49,500 Amended \$75,000	\$ 47,173	Partially	\$ 30,000
<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>	La Crosse	\$ 5,000	\$ -	Yes	\$ 140,000
<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>	Arena	\$ 30,000	\$ 19,751	Partially	\$ 30,000
<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>	Whitehall	\$200,000		Partially	\$ 36,500
<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>	Dodgeville	\$ 20,000		Partially	\$ 20,000
<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>	Viroqua	\$ 45,000	\$ 17,416	No	\$ 45,000
<b>Viroqua Nutrition Counseling, LLC</b>	<i>Clinical Services Unit provider of recovery education and wellness management to Comprehensive Community Services consumers.</i>	Viroqua	\$ 15,000		No	\$ 15,000
<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>	Platteville	\$ 11,000		No	\$ 11,000

**Total 2019 Contracts < \$50,000:**                      **\$ 1,074,100    \$ 261,379                      \$ 1,043,500**

Motion by Marty Brewer, seconded by Debra Kyser, to approve the 2019 Contracts < \$50,000. Motion carried.

2019 Agreements < \$10,000 (Mailout #5):

**RICHLAND COUNTY HEALTH & HUMAN SERVICES**  
**2019 Agreements < \$10,000**

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2018 Contract</i>	<i>2018 Amount Expended *</i>	<i>County Funded</i>	<i>2019 Contract</i>
<b>BI Incorporated</b>	<i>Children's Services Unit provider of monitors and sobrietors to place in the homes of parents and/or juveniles.</i>	<i>Boulder, CO</i>	\$ 7,500	\$ 2,033	No	<b>\$ 5,000</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. Provider of snow plowing/removal and lawn mowing services at the Community Services Building.</i>	<i>Richland Center</i>	\$ 3,600	\$ 2,475	Partially	<b>\$ 9,500</b>
<b>Hope Haven</b>	<i>Clinical Services Unit provider of community residential treatment services.</i>	<i>Madison</i>	\$ 9,500		Partially	<b>\$ 5,000</b>
<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>	\$15,000	\$ 6,579	No	<b>\$ 9,500</b>
<b>Jesse Crawford Recovery Center, Inc.</b>	<i>Clinical Services Unit provider of AODA residential treatment.</i>	<i>Madison</i>	\$ 5,000		Partially	<b>\$ 5,000</b>
<b>Northwest Regional Juvenile Detention Center</b>	<i>Children's Services Unit provider of secure and non-secure placement facility for children subject to criminal sanctions.</i>	<i>Eau Claire</i>	\$ 5,000		Yes	<b>\$ 5,000</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>	\$ 2,600	\$ 1,300	Yes	<b>\$ 2,600</b>
<b>Richland Electric Cooperative</b>	<i>ADRC provider of first alert system installation for clients.</i>	<i>Richland Center</i>	\$ 1,000	\$ 853	No	<b>\$ 1,000</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		Partially	<b>\$ 6,500</b>

<b>Schmitt Woodland Hills</b>	<i>Clinical Services Adult Protective Services and ADRC provider of respite, supportive home care, housekeeping, personal care and errands through their House Calls Unit.</i>	<i>Richland Center</i>	\$ 9,500	\$ 3,103	No	<b>\$ 5,000</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>	\$ 9,500		Yes	<b>\$ 9,500</b>
<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>	\$ 5,000	\$ 2,784	Yes	<b>\$ 5,000</b>

**Total 2019 Agreements < \$10,000:                      \$ 77,000    \$ 19,127                      \$ 68,600**

Motion by Donald Seep, seconded by Debra Kyser, to approve the 2019 Agreements < \$10,000. Motion carried.

2019 Memorandums of Understanding (Mailout #6):

**RICHLAND COUNTY HEALTH & HUMAN SERVICES**  
**2019 Memorandums of Understanding**

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2018 MOU</i>	<i>2018 Amount Expended *</i>	<i>County Funded</i>	<i>2019 MOU</i>
<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>	\$100,000	\$ 57,902		<b>\$ 100,000</b>
<b>Symons Recreation Complex</b>	<i>Clinical Services Unit provider of swimming services to Comprehensive Community Services consumers, Children's Services Unit provider of swimming services to children with disabilities, and ADRC provider of Stepping On Program.</i>	<i>Richland Center</i>	\$ 9,500	\$ 5,374		<b>\$ 17,000</b>

**Total 2019 MOUs:                      \$ 109,500    \$ 63,276                      \$ 117,000**

Motion by Marty Brewer, seconded by Dr. Jerry Berres, to approve the 2019 Memorandums of Understanding. Motion carried.

Approve 2019 Vehicle Lease Agreements: Roxanne Klubertanz-Gerber explained that annually the Aging and Disability Resource Center establishes lease agreements with VARC, Inc. and Schmitt Woodland Hills for the utilization of three county-owned vehicles. Motion by Ingrid Glasbrenner, seconded by Debra Kyser, to approve the 2019 vehicle lease agreements with VARC, Inc. and Schmitt Woodland Hills. Motion carried.

Approve 2019-2021 Richland County Aging Plan: Roxanne Klubertanz-Gerber explained the Richland County Aging Plan is required every three years by the Greater Wisconsin Agency on Aging Resources and is tied to funding sources for Aging Programs. Roxanne Klubertanz-Gerber reviewed the mailout and discussed the different listening sessions that were conducted as well as the financial impact. Motion by Donald Seep, seconded by Debra Kyser, to approve the 2019-2021 Richland County Aging Plan, and forward this recommendation onto the County Board for approval. Motion carried.

Approve 2019 s.85.21 Specialized Transportation Assistance Grant: Roxanne Klubertanz-Gerber explained that the Aging and Disability Resource Center is applying for the 2019 s.85.21 Specialized Transportation Assistance Grant. These funds are used to pay for the Driver Escort Program, as well as the Public Transportation bus routes. There is a small increase in funding this year and there is a 20% required match from the County in the amount of \$14,478. Motion by Donald Seep, seconded by Debra Kyser, to approve the 2019 s.85.21 application with the required match totaling \$14,478 and forward the recommendation onto the County Board for approval. Motion carried.

Approve Symantec EndPoint Security Antivirus Renewal: Tim Gottschall explained that Symantec EndPoint Security Antivirus ensures the computers within the agency are secure and safe. In 2018 \$4,500 was budgeted, however it has been discovered that we have the option to sign a three year contract for only \$5,518.80. Motion by Donald Seep, seconded by Debra Kyser, to approve the purchase of a 3-year Essential Maintenance Antivirus Renewal from JComp Technologies, Inc. totaling up to \$5,518.80. Motion carried.

Approve Alliance for Wisconsin Youth Incentive Grant: Tim Gottschall explained the Alliance for Wisconsin Youth Incentive Grant would be additional money brought into the county to for the coordination of preventative services for awareness in community organization. The grant funding is \$2000 and these funds will go directly to those initiatives. Motion by Debra Kyser, seconded by Marty Brewer, to approve the application and acceptance of the 2018-2019 Alliance for Wisconsin Youth Incentive Grant totaling up to \$2,000, and forward the recommendation onto the County Board for approval. Motion carried.

Update on Community Services Building and Courthouse Collaborative Efforts: Tim Gottschall reported that an agreement has been approved with the city of Richland Center to provide snow plowing and lawn care services. Discussion was held regarding competing with private businesses in the community.

Update on Community Services Building Flat Roof Project: Marty Brewer reported they are still trying to get a third party in between the County and the insurance company. Angie Rizner reported there are a few windows in the building that need to be replaced due to mold, however they are all under warranty.

Adjourn: The next meeting is scheduled for Thursday, November 8, 2018 at 9:30 am. Motion by Dr. Jerry Berres, seconded by Mary Brewer to adjourn the meeting. Motion carried.

Respectfully Submitted,

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Health and Human Services Board  
October 11, 2018

Meghan Rohn  
Confidential Administrative Secretary