

# Richland County

HHS & Veterans Standing Committee

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**September 14, 2023**

The Richland County Health and Human Services & Veterans Committee convened on Thursday, September 14, 2023, in the County Board room at 181 W. Seminary Street, in person, via videoconference, and teleconference.

Committee members present included Ingrid Glasbrenner, Timothy Gottschall, Donald Seep, Ken Rynes, Dr. Jerel Berres, Cindy Chicker, Sherry Hillesheim, Lee Van Landuyt, and Francis Braithwaite.

Members Absent: Kerry Severson.

Department heads, staff, and public present were, Trisha Clements, Meghan Rohn, Brandi Christianson, Jaymie Bruckner, Jon Hochkammer, Candace Pesch, Stephanie Ronnfeldt, Karen Knock, and Jessica Tisdale. Brandie Anderson, Briana Turk, Michael Windle, Jaclyn Essandh, and Barb Scott attended via Webex. Quintin Hinrichs was present from MIS running the teleconferencing.

## Agenda:

1. **Call to order:** Committee Chair Ingrid Glasbrenner called the meeting to order at 9:30 a.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Donald Seep.
3. **Proof of notification:** Chair Ingrid Glasbrenner verified that the meeting had been properly posted.
4. **Approve Agenda:** Motion by Ken Rynes, seconded by Cindy Chicker to approve the agenda and proper posting. Motion Carried.
5. **Approve Previous Meeting Minutes:** Motion by Lee Van Landuyt, seconded by Francis Braithwaite, to approve the August 10, 2023, Health & Human Services & Veterans Standing Committee minutes. Motion carried.
6. **Citizen Comments:** No citizen comments were offered.

## **Veterans Service Office**

### Consent Items:

7. **2023 VSO Budget Summary:** Karen Knock reported that the Veterans Services Office Budget Summary Report has been posted in the Health & Human Services and Veterans Standing Committee folder for members to review.

### Administrative Report:

8. **Veterans Services Officer, Karen Knock:** Veterans Services Officer, Karen Knock, provided highlights and program updates for the Veterans Services Office. Quarterly reports pertaining to walk-ins and forms were also provided. Outreach efforts over the last few months were reviewed. Discussion was held regarding the operation of the Veterans Services Office when staff are out doing outreach.

Donald Seep questioned the process pertaining to the review and submission of the Veterans Services Office budget. Jon Hochkammer explained the process and how it differs from the past now that there is a county administrator in place. The budget has been presented to the Finance and Personnel Standing Committee and next will now move to the County Board.

Karen Knock left the meeting.

## **Health & Human Services**

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Consent Items

- 9. **HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000):** The Health and Human Services Expenditure Report was made available for review.
- 10. **2023 HHS Budget Summary & Richland County Placement Report:** The Health and Human Services Budget Summary and Richland County Placement Report were made available to the committee.
- 11. **2022 HHS Contract Monitoring Report:** The Health and Human Services Contract Monitoring Report was made available in the committee folder for review.

Action Items:

- 12. **Approve Amended HHS contracts, Agreements, and Amendments:**

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES                      2023 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (6-8-2023)</b>		
<b>ROOTS RESIDENTIAL ADULT FAMILY HOMES, LLC</b>	To provide group home placement services for adults being served by the Behavioral Health Services Unit. (Racine)  <i>This will require County Board Approval</i>	For a total amount not to exceed <b>\$100,000.</b>
<b>FERGUSON CONSULTING, LLC</b>	To provide Mental Health Therapy Clinical Supervision for staff providing Mental Health Outpatient Therapy to persons being served by the Behavioral Health Services Unit. (Richland Center)	For a total amount not to exceed <b>\$2,500</b>
<b>OUR HOUSE SENIOR LIVING MEMORY CARE</b>	To provide community-based residential home placement services for adults being served by the Behavioral Health Services Unit. (Reedsburg)	For a total amount not to exceed <b>\$26,000.</b>
<b>RED MAPLE CONSULTING SERVICES, LLC</b>	To provide psychotherapy, psychotherapy, psychoeducation, substance abuse and recovery planning, community skills development, and wellness management, to Comprehensive Community Services consumers in the Behavioral Health Services Unit. (Gays Mills)	For a total amount not to exceed <b>\$49,500.</b>
<b>WHISPERING PINES CUSTOM BUILDERS, LLC</b>	To provide home modification for children enrolled in the Children’s Long Term Support Program in the Behavioral Health Services Unit. (Richland Center)	For a total amount not to exceed <b>\$5,000.</b>

Motion by Lee Van Landuyt, seconded by Francis Braithwaite to approve the New 2023 contracts and forward those necessary to the County Board for approval. Motion carried.

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<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (6-8-2023)</b>		
<b>THE CHANGE GROUP, LLC</b>	Due to an additional need to provide psychotherapy, community skills development, and a variety of other services to Comprehensive Community Services consumers in the Behavioral Health Services Unit. (Berlin)	<i>Original Contract Amount:</i> <b>\$25,000</b>  To a total amount not to exceed <b>\$74,500</b>
<b>FORWARD HOME FOR BOYS</b>	Due to an increased need to provide group home services to children being served in the Child and Youth Services Unit. (La Crosse)	<i>Original Contract Amount:</i> <b>\$100,000</b>  To a total amount not to exceed <b>\$110,000</b>
<b>CHILED A INSTITUTE</b>	Due to an increased care need for children being served in the Child and Youth Services Unit. (La Crosse)  <i>This will required County Board Approval</i>	<i>Original Contract Amount:</i> <b>\$255,000</b>  To a total amount not to exceed <b>\$300,000</b>
<b>PLATTEVILLE FAMILY RESOURCE CENTER</b>	Due to an increased care need for Psychological tests for parents and children being served in the Child and Youth Services Unit. (Platteville)	<i>Original Contract Amount:</i> <b>\$9,500</b>  To a total amount not to exceed <b>\$15,000</b>
<b>WISCONSIN FAMILY TIES</b>	Due to an increased care need for family/caregiver support of children enrolled in the Children’s Long-Term Support Programs in the Behavioral Health Services Unit. (Madison)	<i>Original Contract Amount:</i> <b>\$36,000</b>  To a total amount not to exceed <b>\$41,000</b>

Motion by Cindy Chicker, seconded by Ken Rynes to approve the Amended 2023 contracts and forward those necessary to the County Board for approval. Motion carried.

**13. Approve Modification of the HHS Addendum to the Employee Handbook:** Tricia Clements reviewed the recommended updates to the HHS Addendum to the Employee Handbook and explained that Adult Protective Services, Child Protection Social Workers, and Mental Health Therapists were previously reclassified up one grade. When the reclassification occurred, changes were not made to temporary Social Worker and Mental Health Therapist in Training positions which were historically one grade lower. Tricia Clements also reviewed several other minor changes to the Addendum. Motion by Ken Rynes, seconded by Cindy Chicker to approve the modified Richland County Health & Human Services Addendum to the Richland County Employee Handbook of Personnel Policies and Work Rules, effective October 8, 2023. Motion carried.

**14. Approve the 2024-2028 Richland County Coordinated Transportation Plan:** Tricia Clements explained that it is required that projects funded by the Section 5310, Elderly and Disabled Capital Assistance Program be derived from a locally developed coordinated public transit-human services transportation plan. Requirements of the plan were reviewed, as well as the process that was used to create the plan. Jaclyn Essandh of the Southwest Regional Planning Commission discussed a few of the specific changes from the previous plan.

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Motion by Cindy Chicker, seconded by Dr. Jerel Berres to approve the 2024-2028 Richland County Regionally Developed Transportation Coordinated Plan. Motion carried.

- 15. Approve 2024 Vehicle Lease Agreement and MOU:** Tricia Clements explained that a vehicle lease agreement with Schmitt Woodland Hills and Memorandum of Understanding with Pine Valley Community Village are annually renewed. The Transportation Coordinating Committee has approved the leasing of the county vehicles. Motion by Donald Seep, seconded by Ken Rynes to approve the Richland County Transportation program 2024 Vehicle Lease Agreement with Schmitt Woodland Hills, and a Memorandum of Understanding with Pine Valley Community Village. Motion carried.
  
- 16. Approve the 2024 Treatment Court Grant:** Tricia Clements explained that when this item was presented at the previous meeting there were incorrect dollar amounts included. Therefore, this item is being brought back with the corrected amounts. Motion by Tim Gottschall, seconded by Francis Braithwaite to approve the application and acceptance of a Treatment Alternatives and Diversion (TAD) Grant totaling \$173,333 with an up to \$43,333 County match and forward the recommendation onto the County Board for approval. Motion carried.
  
- 17. Approve Comprehensive Community Coordinating Committee Membership List:** The responsibilities of the Comprehensive Community Coordinating Committee were reviewed as well as the revised membership list. It was noted that the spelling of Dr. Jerel Berres is incorrect and he is not representing the Richland County Board. Motion by Dr. Jerel Berres, seconded by Lee Van Landuyt to approve the new membership list of the Comprehensive Community Coordinating Committee and forward the recommendation onto the County Administrator for review and submission to the County Board for approval. Motion carried.
  
- 18. Approve Resolution to Honor Karn Schauf, Information & Assistance Specialist:** Tricia Clements announced that Karen Schauf is retiring after 33 years of services to Richland County. During her services she was an active part in countless events and committees throughout the region and she will be missed. Motion by Lee Van Landuyt, seconded by Cindy Chicker to approve the resolution recognizing the retirement of Karn Schauf, and forward the recommendation onto the County Board for approval. Motion carried.

## Administrative Report:

- 19. Director, Tricia Clements:** Tricia Clements provided highlights and program updates for each unit of the agency including staffing updates, trainings, events, and new and ongoing initiatives. A written handout was provided in the folder for committee members to review. Tricia Clements highlighted several items from the report.
  
- 20. Review and Discuss the 2024 HHS Budget:** Tricia Clements explained there have not been any changes made to the budget since it was presented to the committee last month. Jon Hochkammer noted that the approval of the county budget will occur in October, however the budget process is an ongoing process and feedback is always appreciated year round.

## Closing:

### **21. Future Agenda Items:**

- 22. Adjournment:** The next meeting is scheduled for October 12, 2023, at 9:30 a.m. in the Richland County Boardroom and via WebEx. Motion by Ken Rynes, seconded by Lee Van Landuyt to adjourn the meeting. Motion carried.

Respectfully Submitted,  
Meghan Rohn  
Confidential Administrative Secretary