

Richland County

HHS & Veterans Standing Committee

October 13, 2022

The Richland County Health and Human Services & Veterans Committee convened on Thursday, October 13, 2022, in the County Board room at 181 W. Seminary Street, in person, via videoconference and teleconference.

Committee members present included Kerry Severson, Francis Braithwaite, Lee Van Landuyt, Ingrid Glasbrenner, Tim Gottschall, Donald Seep, Danielle Rudersdorf, and Dr. Jerel Berres.

Department heads, staff, and public present were Roxanne Klubertanz-Gerber, Karen Knock, Trisha Clements, Angie Rizner, Meghan Rohn, Jaymie Bruckner, Stephanie Ronnfeldt, Clint Langreck, Tanya Webster, Bill Anderson, Bud Decot, Mary Decot, Gail Surrem, Georgette White, Jack Bauler, Sandra Kramer, Sheila Melby, Becky Dahl, Larry Engel, Sue Stibbe, Arthur Stibbe, Dave Bee, Mary Freeman, Pam Kolberg, Elaine Grein, and Troy Rinehart. Sharon Pasold, Briana Turk, Teresa Nundahl, Darek Kalish Jessica Tisdale, Tammy Wheelock, Cheryl Dull, and Barbara Scott logged in by WebEx. John Couey was present from MIS running the teleconferencing.

Not Present: Ken Rynes and Cindy Chicker.

Agenda:

1. **Call to order:** Committee Chair Ingrid Glasbrenner called the meeting to order at 9:31 a.m.
2. **Pledge of Allegiance:** Lee Van Landuyt led the Pledge of Allegiance.
3. **Proof of notification:** Chair Ingrid Glasbrenner verified that the meeting had been properly posted.
4. **Approve Agenda:** Motion by Tim Gottschall, seconded by Francis Braithwaite to approve the agenda and proper posting. Motion Carried.
5. **Approve Previous Meeting Minutes:** Motion by Kerry Severson, seconded by Dr. Jerel Berres to approve the September 29, 2022 Health & Human Services & Veterans Standing Committee minutes. Motion carried.
6. **Public Comment:** Pam Kolberg, Sandra Kramer, Becky Dahl, Larry Engel, Marg Freeman, and Bill Anderson provided public comments regarding Veteran Services Office operations, services offered by the Veterans Services Office, Health and Human Services, the Aging and Disability Resource Center, and the Senior Nutrition Program, as well as impacts the proposed reductions may have on all of these services. Ingrid Glasbrenner read a letter that was submitted by Marilyn Reinhardt, who was unable to attend the meeting.
7. **Review & Discuss HHS Staffing Levels:** Further clarification and review was requested by the Richland County Referendum Ad Hoc Committee regarding staffing levels at Health and Human Services since current staffing levels, positions that are on hold, and the practice for filling county positions were not properly understood or reflected in the County Administrator's tracking sheet.

Tricia Clements explained there are 13 positions within Health and Human Services that have been vacant for more than a year and proposed that these positions not be filled in the future without approval from the Finance & Personnel Committee, as well as the County Administrator. When these positions are removed, the number of full-time County Staff, full-time leased staff and part-time leased staff drops to 69 employees. Tricia Clements requested that the Richland County Ad Hoc Committee adjust these numbers in their public education materials.

A review of the Behavioral Health Unit within Health and Human Services was provided. There are currently 20 positions within the Behavioral Health Unit overseeing 9 different programs including: Birth to 3, Children's Long Term Supports, Coordinated Services Team, Comprehensive Community Services, Outpatient Mental Health, Substance Abuse, Treatment Court, Adult Protective Services, and Crisis Services. Tricia Clements emphasized the importance of considering what programs and services are being provided when comparing staff levels to other counties. An updated tracking spreadsheet was also reviewed, outlining all positions at Health and Human Services. It was clarified that these positions would remain in place within the county

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structure, however authorization would be needed before they could be filled. Motion by Lee Van Landuyt, seconded by Timothy Gottschall to approve the elimination of the Occupational Therapist and Speech and Language Pathologist county positions, and add the requirement to submit a request to the County Administrator and Finance & Personnel Committee prior to filling the thirteen long-term vacant county positions identified, and forward the recommendation onto the Finance & Personnel Committee and County Board for approval. Motion carried.

Motion by Danielle Rudersdorf seconded by Kerry Severson to forward the updated staffing levels at Health & Human Services to the Richland County Referendum Ad Hoc Committee for public education information materials. Motion carried.

8. **Review & Discuss Possible Relocation of VSO to Community Services Building:** Trisha Clements reviewed services currently being provided to Veterans at Health and Human Services on a regular basis, ways current Health & Human Services staff can assist the Veteran Services Office, and HIPAA practices within the Community Services Building. It was noted that all Health & Human Services employees are HIPAA Compliance trained annually, and other measures could be implemented to maintain a separation between Veterans Records and/or the general public.
9. **Approve 2024-2027 Budget Levy Reductions per Resolution 22-96 Directive:** Ingrid Glasbrenner reviewed the directive given to the Health & Human Services and Veterans Standing Committee. Due to the Committee overseeing two different departments, a spreadsheet was created that outlined the total 2022 levy budget for each department, and the percentage of the total budgeted levy each department is allocated. Calculations were provided for the amount of cuts and/or increased revenues each department would need to make each year up to 2027. These calculations are based on the percentage of levy received by each department.

A number of documents that were reviewed and discussed at the last meeting, outlining the potential reduction lists and referendum recommendations for both the Veteran Services Office and Health & Human Services were reviewed again. Discussion was held regarding finalizing what recommendations should be forwarded on to the Finance and Personnel Committee, as well as items that would be recommended for referendum.

- a. **VSO Levy Reduction List & Referendum Recommendations:** A request made by Karen Knock that the Health & Human Services and Veterans Standing Committee consider placing the elimination of the Veterans Benefits Specialist position on the referendum and be funded through 2027 to allow further monitoring of the Veteran population. It was also requested that the Committee consider leaving the Veteran Services Office in the Courthouse.

The options for reductions in the Veteran Services office were reviewed and discussed in more detail, as well as which options should be recommended for referendum. Additional discussion was held regarding the potential delay of the Veterans Benefit Specialist position and how this impacts the appropriations of reductions each year between Health and Human Services and the Veteran Services Office leading up to 2027. It was highlighted that while delaying the elimination of this position would reduce the reductions planned for 2024, the reductions proposed by Health and Human Services exceeded the directed amount for 2024. Tricia Clements noted that when the list of reductions was proposed by Health & Human Services, it did not take into account any potential reductions from the Veteran Services Office. Donald Seep raised concerns with delaying the elimination of this position, and Kerry Severson asked for clarification regarding the different types of support that could and could not be offered by staff at Health & Human Services.

The elimination of the ETK Computer System utilized by the Veteran Services Office, and the provision of cemetery flag holders were discussed. Donald Seep raised concerns regarding the elimination of the ETK Computer System since it is an essential tool utilized by the office and provides efficiencies.

Motion by Donald Seep, seconded by Lee Van Landuyt approve the Veteran Benefit Specialist position expiring at the end of 2023 pending approval of the referendum. Further discussion was

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held regarding the position, accreditation requirements, and general operations of the Veteran Services Office. Discussion was held regarding delaying the elimination of the Veteran Benefit Specialist position until the end of 2024. A motion was made by Tim Gottschall, seconded by Danielle Rudersdorf to amend the current motion and approve the Veteran Benefit Specialist position expiring at the end of 2024 instead of 2023, pending approval of the referendum. Donald Seep voiced concerns that extending the Veteran Benefit Specialist position until 2024 will undermine the authority of the County Administrator. Tim Gottschall clarified that he is thankful for the recommendation made by Administrator Langreck and is favor of the path forward, however has concerns that one year may not be enough time to implement this change. Administrator Langreck noted that this item is still being recommended for referendum and therefore the decision will ultimately be determined by the people. Kerry Severson, Francis Braithwaite, Lee Van Landuyt, Ingrid Glasbrenner, Tim Gottschall, Danielle Rudersdorf, and Dr. Jerel Berres voted in favor of the motion. Donald Seep opposed the motion. Motion carried.

Further discussion was held regarding removing the elimination of the ETK Computer System and the provision of cemetery flag holders from the list of levy reductions from the Veteran Services Office. Motion by Donald Seep, seconded by Lee Van Landuyt to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented. A motion was made by Tim Gottschall to amend the motion to remove the provision of the cemetery grave holders, the elimination of the ETK Computer program contract, decreasing the commission per diem by \$750, and decreasing the commission on mileage by \$200 from the list of levy reductions from the Veteran Services Office. Discussion was held regarding the ability to still call an emergency meeting if needed. After clarification Tim Gottschall withdrew his motion to amend. Motion by Lee Van Landuyt, seconded by Tim Gottschall to postpone voting on the motion to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented until after the Health & Human Services levy reduction list is reviewed and discussed. Motion carried.

- b. HHS Levy Reduction List & Referendum Recommendations:** Trish reviewed the list of reduction items, including the elimination of 5 positions by 2027, and noted the items that should be included on the referendum. Trish explained that due to the elimination of additional ARPA funds, an additional \$20,000 of levy is being requested for 2025 to assist with funding the Senior Nutrition Program. Trisha Clements also discussed moving the Senior Nutrition Program from the Public Health Unit to the Aging and Disability Resource Center.

Trisha Clements explained that when the list of reductions was created, reductions from the Veteran Services Office and the potential for additional revenues were not taken into consideration. Ingrid Glasbrenner questioned if there are any changes that would be suggested based on the motions that have already been made. Trisha Clements noted she would remove the elimination of the Treatment Court position or Community Services Team Coordinator from the list of proposed reductions. Background was given on both the Treatment Court and Community Services Programs, and required matches.

Donald Seep and Danielle Rudersdorf left the meeting.

Motion by Tim Gottschall, seconded by Dr. Jerel Berres to accept the list of referendum items as well as the itemized list of levy reductions for Health & Human Services, with the exception of the elimination of Community Services team programming. Motion passed.

VETERANS SERVICE OFFICE

Action Items:

- 10. 2022 VSO Budget Summary:** Agenda item not discussed.

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Administrative Report:

- 11. **Veterans Services Officer, Karen Knock:** Agenda item not discussed.
- 12. **Monthly Visitor Log Report:** Agenda item not discussed.

HEALTH & HUMAN SERVICES

Consent Items:

- 13. **HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000):** Agenda item not discussed.
- 14. **2022 HHS Budget Summary & Richland County Placement Report:** Agenda item not discussed.
- 15. **2022 HHS Contract Monitoring Report:** Agenda item not discussed.

Action Items:

- 16. **Approve HHS Contracts, Agreements, and Amendments:**

RICHLAND COUNTY HEALTH AND HUMAN SERVICES		
2022 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-13-2022)		
NORTHWEST COUNSELING & GUIDANCE CLINIC	Due to an increased need for crisis intervention services for individuals being served by the Behavioral Health Services Unit. (Menomonie)	<i>Original Contract Amount: \$80,000</i> To a total amount not to exceed \$90,000

Motion by Kerry Severson, seconded by Tim Gottschall to approve the amended 2022 contracts. Motion carried.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES		
2022 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-13-2022)		
FAMILY SERVICES OF NORTHWEST WISCONSIN	To provide residential assessment and follow-up treatment to a child being served by the Child & Youth Services Unit. (Green Bay)	For a total amount not to exceed \$35,000
YOU ARE ENOUGH COUNSELING, LLC	To provide counseling to CCS consumers who are being served by the Behavioral Health Services Unit. (Avoca)	For a total amount not to exceed \$49,500.

Motion by Kerry Severson, seconded by Tim Gottschall to approve the New 2022 contracts. Motion carried.

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RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 Revenue Contracts

<i>Provider Name</i>	<i>Provider Description</i>	<i>2022 Budgeted Revenue</i>	<i>2023 Budgeted Revenue</i>
<i>ADRC of Eagle County</i>	<i>Administration of ADRC Services in Richland County</i>	\$402,666	\$424,989
<i>Care Wisconsin First, Inc. / My Choice Family Care, Inc.</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$65,000	\$11,000
<i>Dane County Capital Consortium</i>	<i>Income Maintenance Consolidation</i>	\$ 1,006,182	\$1,113,066
<i>Department of Administration</i>	<i>Wisconsin Home Energy Assistance Program</i>	\$45,793	\$0
<i>Department of Children and Families</i>	<i>State and County Contract</i>	\$659,541	\$701,613
	<i>Administration of Child Care Program</i>	\$42,815	\$40,815
	<i>Community Youth and Family Aides</i>	\$87,094	\$ 90,610
<i>Department of Health Services</i>	<i>State and County Contract (Includes SOR Grant Funding)</i>	\$1,132,819	\$1,126,043
<i>Division of Public Health</i>	<i>Consolidated Contract (Immunization & Maternal Child Health)</i>	\$18,148	\$18,072
	<i>Public Health Emergency Preparedness and Response (Includes ARPA funding for 2023)</i>	\$417,211	\$214,690
<i>Department of Transportation</i>	<i>Specialized Transportation 85.21</i>	\$79,889	\$79,889
<i>Greater Wisconsin Agency on Aging Resources, Inc.</i>	<i>County Contract (Includes ARPA Funding for 2023)</i>	\$210,672	\$313,082
<i>Inclusa</i>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$130,000	\$99,000
<i>The Richland School District</i>	<i>Crisis Case Worker Counseling Services for the 2022-2023 School Year</i>	\$ 84,000	\$60,000
		\$ 4,381,830	\$ 4,292,869

Motion by Tim Gottschall, seconded by Dr. Jerel Berres to approve the 2023 revenue contracts and forward the recommendation onto the County Board for approval. Motion carried.

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RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 HHS Contracts > \$50,000

Provider Name	Provider Description	Location	2022 Contract	2022 Amount Expended *	County Tax Levy Funded	2023 Contract
Children's Hospital of Wisconsin Community Services - Children's Service Society	<i>Child & Youth Services Unit provider of treatment foster care and respite. Behavioral Health Services Unit provider of respite services to children with disabilities.</i>	Milwaukee	\$261,000	\$124,341	Partially	\$261,000
Chileda Institute	<i>Child & Youth Services Unit provider of residential care center services.</i>	La Crosse	\$255,000	\$185,583	Partially	\$255,000
Community Care Resources	<i>Child & Youth Services Unit provider of treatment foster care and respite. Behavioral Health Services Unit provider of respite services to children with disabilities.</i>	Middleton	\$186,000	\$71,387	Partially	\$191,000
Cornerstone Foundation dba Lucky Star 3 Corporation	<i>Behavioral Health Services Unit provider of CBRF and AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	Dodgeville	\$250,000	\$82,176	Partially	\$250,000
Diane's Adult Family Home	<i>Behavioral Health Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	Arena	\$125,000	\$46,963	Partially	\$100,000
Driftless Counseling, LLC dba Trailhead Therapy and Mentoring	<i>Behavioral Health Services Unit provider of individual skill development and psychotherapy to Comprehensive Community Services consumers.</i>	Viroqua	\$900,000	\$501,324	No	\$900,000
Evergreen Manor III	<i>Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	Juneau	\$75,000	\$0	Partially	\$75,000
Evergreen Manor, Inc.	<i>Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.</i>	Necedah	\$75,000	\$38,339	Partially	\$75,000
Forward Home For Boys	<i>Child & Youth Services Unit provider of children's group home services.</i>	Richland Center	\$100,000	\$72,596	Partially	\$100,000
Hailey Schneider, APNP	<i>Contracted provider of medication management and individual outpatient services.</i>	La Crosse	\$10,000	\$0	Partially	\$100,000

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Provider Name	Provider Description	Location	2022 Contract	2022 Amount Expended *	County Tax Levy Funded	2023 Contract
Memorial Hospital of Boscobel, Inc. dba Gundersen Boscobel Area Hospital and Clinics	<i>Behavioral Health Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program.</i>	<i>Boscobel</i>	<i>\$75,000</i>	<i>\$10,510</i>	<i>No</i>	<i>\$75,000</i>
Northwest Counseling & Guidance Clinic	<i>Behavioral Health Services Unit provider of 24/7 crisis intervention telephone services. The services include phone center staffed by trained crisis professionals and a mobile crisis response service locally available to conduct face-to-face assessments and interventions afterhours.</i>	<i>Frederic</i>	<i>\$80,000</i>	<i>\$56,858</i>	<i>Yes</i>	<i>\$80,000</i>
Premier Financial Management Services, LLC	<i>Behavioral Health Services Unit provider of financial management services to children with disabilities.</i>	<i>Milwaukee</i>	<i>Original \$100,000 Amended \$210,000</i>	<i>\$39,114</i>	<i>No</i>	<i>\$100,000</i>
RTP (WI), S.C. dba Array Behavioral Care	<i>Behavioral Health Services Unit provider of telepsychiatry services.</i>	<i>Chicago, IL</i>	<i>\$130,000</i>	<i>\$49,551</i>	<i>Partially</i>	<i>\$130,000</i>
Rural Wisconsin Health Cooperative	<i>Behavioral Health Services Unit provider of speech & language pathology therapy services to children being served by the Birth to Three Program.</i>	<i>Sauk City</i>	<i>\$75,000</i>	<i>\$32,343</i>	<i>No</i>	<i>\$75,000</i>
Shay Rehabilitation & Psychological Services, Inc. dba Kickapoo Counseling	<i>Behavioral Health Services Unit provider of individual skill development and psychotherapy to Comprehensive Community Services consumers.</i>	<i>Westby</i>	<i>Original \$100,000 Amended \$300,000</i>	<i>\$126,912</i>	<i>No</i>	<i>\$300,000</i>
Southwest WI Workforce Development Board	<i>Provides contracted employee services to Richland County Health and Human Services.</i>	<i>Platteville</i>	<i>Original \$49,500 Amended \$230,000 Amended \$525,000</i>	<i>\$249,817</i>	<i>Partially</i>	<i>\$325,000</i>
St. Joseph's Health Services, Inc. dba Gundersen St. Joseph's Hospital and Clinics	<i>Behavioral Health Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program.</i>	<i>Hillsboro</i>	<i>\$75,000</i>	<i>\$40,407</i>	<i>No</i>	<i>\$75,000</i>

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<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 Contract</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 Contract</i>
Tellurian, Inc.	<i>Behavioral Health 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 \$75,000 Amended \$120,000	\$29,375	Partially	\$115,000
TLC Senior Home Care, LLC	<i>Behavioral Health Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	Arena	\$85,000	\$48,953	Partially	\$85,000
Trempealeau County Health Care Center	<i>Behavioral Health 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	\$270,000	\$0	Yes	\$270,000
Vista Care Wisconsin	<i>Behavioral Health Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	Sheboygan	\$840,000	\$534,340	Partially	\$840,000
Total 2022 Contracts > \$50,000:			\$5,022,000	\$2,330,889		\$4,777,000

Motion by Tim Gottschall, seconded by Francis Braithwaite to approve the 2023 Health & Human Services contracts over \$50,000, and forward the recommendation onto the County Board for approval. Motion carried.

Approval of 2023 contracts < \$50,000, 2023 Agreements < \$10,000, and 2023 Memorandums of Understanding were postponed until the next meeting.

- Discussion returned to agenda item #9 and the pending motion to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented. Discussion was held regarding the total amount of levy reductions that had already been approved and Stephanie Ronnfeldt reviewed the figures associated with the approved changes. Motion by Kerry Severson, seconded by Tim Gottschall to take the motion to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented off the table. Motion carried.

Motion by Donald Seep, seconded by Lee Van Landuyt to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office and approve all other items as presented. Motion carried.

Tim Gottschall left the meeting.

- 17. Approve 2023 Vehicle Lease Agreement and Memorandum of Understanding:** Agenda item not discussed.

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- 18. Approve the Application and Acceptance of the 2023 85.21 Specialized Transportation Grant:** Roxanne Klubertanz-Gerber explained that the 85.21 Specialized Transportation Grant is applied for every year through the department of transportation. The grant provides state financial aid for the Transportation program in the Aging and Disability Resource Center, and was approved by the Transportation Coordinating Committee along with the required 20% tax levy match of \$15,978. Motion by Dr. Jerel Berres, seconded by Kerry Severson to approve the application and subsequent acceptance of the 2023 85.21 Specialized Transportation Grant, which includes the required 20% county match in the amount of \$15,978, and forward the recommendation onto the County Board for approval.
- 19. Approve New Nutrition Advisory Council Members and Resignation Recognition:** Agenda item discussed in conjunction with agenda items #20 and #21.
- 20. Approve New Coordinated Services Team (CST) Coordinating Committee Member List:** Agenda item discussed in conjunction with agenda items #19 and #21.
- 21. Approve New Comprehensive Community Services (CCS) Coordination Committee Membership List:** Agenda item discussed in conjunction with agenda items #19 and #20. Motion by Kerry Severson, seconded by Lee Van Landuyt to appoint Georgette White and Virginia Wiedenfeld to the Nutrition Advisory Council, approve the membership list to the Coordinated Services Team (CST) Committee, and approve the membership list to the Comprehensive Community Services (CCS) Coordination Committee, and forward the recommendations on to the County Administrator for review and submission to the County Board for approval. Motion carried.

Administrative Report:

- 22. Director, Tricia Clements:** Agenda item not discussed.

Personnel:

- 23. HHS Personnel Updates:** Agenda item not discussed.

Closing:

- 24. Future Agenda Items:** Agenda items that were not addressed on the current agenda.
- 25. Adjournment:** The next meeting is scheduled for November 10, 2022 at 9:30 a.m. in the Richland County Board room and via WebEx. Motion by Lee Van Landuyt, seconded by Kerry Severson to adjourn the meeting. Motion carried.

Respectfully Submitted,
Meghan Rohn
Confidential Administrative Secretary