1. October 21, 2020 Health & Human Services Board Meeting Agenda (PDF)
   Documents:
   
   OCTOBER 21, 2020 HHS BOARD MEETING AGENDA.PDF

2. October 21, 2020 Health & Human Services Board Meeting Packet (PDF)
   Documents:
   
   OCTOBER 21, 2020 HHS BOARD MEETING PACKET.PDF
NOTICE: DUE TO THE CONTINUING PUBLIC HEALTH EMERGENCY, THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE ATTENDANCE BY COMMITTEE MEMBERS.

The Walworth County Government Center remains open, but in-person attendance may be limited to help ensure appropriate social distancing is observed. ALL INDIVIDUALS ARE STRONGLY ENCOURAGED TO WATCH THE MEETING STREAMING LIVE AT https://mediasite.co.walworth.wi.us/Mediasite/Play/e4814c5a494b471fa429d32ed914a2f61d.

Individuals wanting to provide a Public Comment can do so remotely by telephone, but must contact the County Administrator’s Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

(Posted in compliance with Sec. 19.84, Wis. Stats.) A quorum of the Lakeland Health Care Center Board of Trustees will be in attendance.

It is possible that a quorum of the County Board or any of its other committees could be in attendance at this meeting.

Agenda items are available upon request for the Department of Health and Human Services or on the county’s web page (co.walworth.wi.us). The agenda packet, including supporting documents, may be large, depending upon the number of enclosures. Downloading it will require ample computer memory and may take significant time.

AGENDA

Note: all agenda items are subject to discussion and/or action.

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes:
   a) September 16, 2020 Health & Human Services Board Meeting (encl. pgs. 2-3)

6. Public Comment Period

7. New business
   a) Children and Families Division Presentation (encl. pgs. 4-15)
   b) Veterans Service Office move to Health & Human Services (encl. pgs. 16-17)
   c) ADRC State Proposed Formula Change (encl. pgs. 18-19)
   d) Resolution Authorizing the Creation of a Public Health Nurse Position at Health and Human Services (encl. pgs. 20-22)

8. Report(s)
   a) COVID-19 Update (encl. pgs. 23-24)

9. Correspondence

10. Announcements

11. Set/confirm next meeting date and time – November 18, 2020 at 2:00 p.m.

12. Adjournment - The Health and Human Services Board will Adjourn

Submitted by: Kenneth Monroe – Chair, Health and Human Services Board
Elizabeth Aldred – Director, Health and Human Services

Posted: October 15, 2020
Memorandum

To: Walworth County Health & Human Services Board

From: Elizabeth Aldred, HHS Director

CC: Mark W. Luberda, County Administrator

Date: October 15, 2020

RE: October 21, 2020 Health & Human Services Board Agenda

- This month, we will be continuing our divisional series with a presentation from our Children and Families division. The presentation will focus on providing you with a review of how the department utilized the increased allocation of child welfare funds, program updates, the impact of COVID on the division programs, and the family first federal initiative that will be rolled out in the next year.

- The County Veterans Service Office will be moving into the HHS building within the week. We are very excited about this partnership. We would like to share with you some of the planning our departments have engaged in over the past few weeks to enhance the services available to the Veterans and their families within our community.

- The State of Wisconsin has begun sharing its plan for a new formula for funding ADRCs within the state. This new formula is significantly different than the current funding methodology and would significantly impact the department in 2022 if it is approved as is. We will provide you with a general overview of the proposed changes as we know them at this time.

- We are seeking permission for early implementation of the Public Health Nurse proposed within the 2021 budget. The needs of the pandemic continue to be overwhelming and are requiring a continued reallocation and subcontracting of staff to be able to manage the needs of our community. We are seeking permission to begin recruitment and hire for this position with the adoption of the budget.

- This month we will again provide a COVID update. We will be able to provide an update on the Governor’s social distancing mandate, the Wings and Open Arms Free Clinic testing opportunities, and the Healthy Schools Town Hall meeting.
The meeting was called to order at 2:21 p.m. by Chair Monroe.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Kenneth Monroe; Vice Chair Kathy Ingersoll; Supervisors Brian Holt, Joseph H. Schaefer, and Ryan G. Simons; Citizen Representatives Monica Los (arrived remotely at 2:29 p.m.), Penny Scheuerman, and Dr. Richard Terry. Citizen Representative William Wucherer was absent. A quorum was declared.

Others in Attendance:
County Staff: County Administrator Mark W. Luberda; Director of Health and Human Services (HHS) Elizabeth Aldred; Deputy Directors of HHS Carlo Nevicosi and Trista Piccola; and Finance Director Jessica Conley.

On motion by Supervisor Schaefer, second by Vice Chair Ingersoll, the agenda was approved with no withdrawals.

On motion by Supervisor Simons, second by Supervisor Holt, the July 22, 2020 Health and Human Services Board meeting minutes were approved. Motion carried 8-0

Public Hearing
5) The Walworth County Department of Health and Human Services will conduct a public hearing to seek input from consumers of services, consumer family members, and the public. Testimonials will be received on the quality of health and human services programs, unmet needs, and improvements to the current system of health and human services in Walworth County.

Chair Monroe opened the Public Hearing at 2:24 p.m. Vice Chair Ingersoll offered a motion, second by Supervisor Simons, to enter into the public hearing. Motion carried 8-0. Those present were the same as listed above. Chair Monroe gave a brief overview of the Public Hearing Rules of Conduct and inquired if there were any testimonies either remotely or in person. Hearing none, Vice Chair Ingersoll offered a motion, second by Supervisor Simons, to close the public hearing. Motion carried 8-0.

Chair Monroe closed the public hearing at 2:25 p.m.

Unfinished Business

New Business
6a) 2021 Budget
Director of Health and Human Services (HHS) Elizabeth Aldred gave a brief presentation entitled Health and Human Services 2021 Proposed Budget. Discussion focused on a variety of factors that may cause Wisconsin’s federal funding to be so low amongst the other states; and potential delay in release of the Wisconsin Medicaid Cost Report (WiMCR) funding/reimbursements as it relates to the 2020-2021 budget. Supervisor Holt offered a motion, second by Supervisor Simons, to approve the 2021 Health and Human Services Budget with the inclusion of one Public Health Nurse Crisis Case Manager. Motion carried 8-0.

6b) Approval to Apply for $25,000 Governor’s Juvenile Justice Commission Funding Grant
Deputy Director of HHS Carlo Nevicosi requested permission to apply for the Governor’s Juvenile Justice Commission (GJJC) Technical Assistance grant in the amount of up to $25,000. Nevicosi briefly explained the purpose for the grant. The application is due in late October. There are no match requirements and the reporting
requirement is minimal. **Supervisor Schaefer offered a motion, second by Vice-Chair Ingersoll, to approve application for the Governor’s Juvenile Justice Commission (GJJC) Technical Assistance grant. Motion carried 8-0.**

**Report(s)**
Aldred stated during the Fiscal Audit there was one finding for non-compliance that was related to the Children’s Long Term Support (CLTS) Program. She reported a contracted provider of the County had employed a caseworker who was not completing all the required documentation. The subcontractor addressed the situation and released the employee. Aldred then spoke briefly about the Corrective Action Plan, which includes HHS providing additional monitoring.

7b) Moraine Lakes Management Evaluation Review Findings
Aldred gave a brief overview of the Moraine Lakes Management Evaluation Review Findings for 2020, which evaluates the five counties within our consortium on the management of the food share program. Walworth County is one of five counties that form this consortium. Aldred stated only one case in need of correction is a Walworth County resident. She reported the consortium has been given some time to provide a response, as to how they are addressing the findings that were outlined. Aldred concluded by pointing out that consumer satisfaction is incredibly high for the work that our consortium is doing.

7c) Supreme Court: DHS Exceeded Authority with Medicaid Recoupment Policy
Aldred shared and gave a brief overview of an article entitled “Supreme Court: DHS Exceeded Authority with Medicaid Recoupment Policy”, which represents a change to state practice moving forward that will reduce recoupment risk for the department in the future.

7d) Update on COVID-19
   i. Update on masks calls and concerns
Deputy Directors of HHS Trista Piccola and Carlo Nevicosi provided an update on the procedures that were implemented, as a result of the Governor’s mandate of mask/face coverings.

   ii. Update on employer town hall
Nevicosi gave a brief overview of the ‘Employer Best Practices During COVID-19: Virtual Town Hall with Walworth County Public Health and Healthcare’ that Public Health hosted on August 31st in partnership with Aurora Advocate Health and Mercyhealth. A subsequent event is being planned for the first week in October that will target parents with school aged children relative to how schools are handling COVID-19. Discussion ensued.

**Correspondence** – There was none.

**Announcements** – There were none.

**Confirmation of Next Meeting** – The next meeting was confirmed for Wednesday, October 21, 2020 at 2:00 p.m.

**Adjournment**

On motion by Supervisor Simons, second by Vice Chair Ingersoll, Chair Monroe adjourned the meeting at 3:30 p.m.

Submitted by Patricia Sommers, Administrative Assistant. Meeting minutes are not considered final until approved by the Health and Human Resources Board at the next regularly scheduled meeting.
Increased 2020 Allocation

• $430,577 increase
• Hired 4 new staff
  • Additional Ongoing supervisor
  • One additional Foster Care Coordinator
  • 2 Case Aides
• Alignment with the child welfare case load study
Program Updates

• Family Treatment Court
  • SAMHSA 5 year grant
  • $1.8 million dollar grant

• CPS After hours access
  • Shift from crisis back to Children and Families social workers

• Targeted Safety Supports
  • Increased in-home cases
  • Decreased out of home care costs
Out of home placement costs

- 2018: $0
- 2019: $100,000
- 2020 (Anticipated): $200,000
- 2018: $300,000
- 2019: $400,000
- 2020 (Anticipated): $500,000
- 2018: $600,000
- 2019: $700,000
- 2020 (Anticipated): $800,000
- 2018: $900,000
Impact of COVID-19

- Foster Care Coordinator = contact tracer
- Continued to do as much face to face as safely possible
- Decrease in the frequency of contracted services with our providers
- Increase in the use of case aides to supplement services
- Delayed court hearings led to increase in our detention costs
Detention costs

2017 2018 2019 2020 (anticipated)

- Detention
  - 2017: $0
  - 2018: $20,000
  - 2019: $40,000
  - 2020 (anticipated): $60,000

- ACE/PACE
  - 2017: 30 youth
  - 2018: 12 youth
  - 2019: 12 youth
  - 2020 (anticipated): 6 youth
Things on the horizon
Enhanced Partnerships

School Partnerships
- Walworth County Truancy plan
- School based social worker

Foster Parents
- Enhanced training
- High needs kids
- Recognition
- Improved communication

Child Advocacy Center (CAC)
- Improved communication
- MOU development
Family First Prevention Services Act (FFPSA) - 2018

- Changes how states are reimbursed Title IV-E money (no new money for states)
- Mandates states to create a 5-year Prevention Plan
- Places new emphasis on home-like settings, including relatives, like-kin and family foster homes.
## Family First Requires Increased Supports for Children and Families

Increase children served in their homes and communities

<table>
<thead>
<tr>
<th>Goal #1</th>
<th>Build Local Prevention Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal #2</td>
<td>Increase Children Served in Family Settings</td>
</tr>
<tr>
<td>Goal #3</td>
<td>Reduce Congregate Care to Clinical Stays</td>
</tr>
</tbody>
</table>
Funding

- Title IV-E of the Social Security Act is the major source of federal funding that supports state and local child welfare programs.
- Family First does NOT provide any additional funding
- It shifts existing resources and attention to prevention services

Impact on Walworth County

- Walworth County received $568,515 in IV-E Funding
- DCF contributes the remainder of our allocation
- DCF has not determined how FFPSA will impact county allocations
- DCF has not determined how counties will be reimbursed for prevention services
Thank you for your time – Questions?
TO: Walworth County Health & Human Services Board
FROM: Elizabeth Aldred, Director of Health and Human Services
DATE: October 13, 2020
SUBJECT: Veterans Service Office Move to WCDHHS

Most of you may know that the decision was made to move the County Veterans Service Office (CVSO) to the Health and Human Services building. This is a wonderful opportunity for the two departments to work together to more effectively connect to and assist our Veteran community. We share a common concern of ensuring Veterans and their families in Walworth County receive the services they need. We believe the presence of the Veterans Office staff in the building will help us better understand and partner around Veterans’ needs and streamline access to services. The move will be completed by October 23, 2020.

The east side of the lobby will be redesigned with the CVSO and their constituents in mind. The area will be designed to represent the different service branches and to honor our Veterans. As with all seating in our lobby, any consumer can sit in any space. The design of this building sought to make all people who come in to our building feel welcome and respected. We feel these additional decorations will improve the sense of connectedness for not only the Veterans seeking services from the CVSO but for those Veterans who are seeking services throughout other HHS programs. We have also reallocated two second floor conference rooms to be used by the CVSO staff on a full-time basis when they are meeting with Veterans.

The CVSO staff will be sharing the rest of the department with us. This means they will be sharing our collaborative spaces, lunch rooms, copy rooms, photo copiers and shredding bins. They will be bringing their office equipment with them as well. The CVSO will maintain their current phone number and will also be added to our building’s phone tree. They will be added to google maps as part of our building so that the community can know that they are an integrated component of the services within our county.

When we developed our 2020-2023 strategic plan, we developed a workgroup with the objective of working toward the goal of expanding the scope of services between HHS and the CVSO. The group will be creating a plan to facilitate regular cross-training so that HHS is aware of Veterans issues and services and so that they are aware of our array of services. The group is also focused on creating a smooth

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referral process across HHS so that Veterans are able to readily access benefits and services for themselves, their spouses, and their families.

Each division in this department provides services to individuals who are Veterans or have family members who are Veterans. This integration of services will serve to not only provide access to people who were seeking services at the CVSO but will also help us identify ways to better serve the families we have and will serve. Simple steps like training HHS staff on the needs of Veterans and their families or getting our providers credentialed through Veterans supported insurance will be critical to expanding access and quality of care. It is our hope (both Nathan’s and mine) that our two departments will be integrated services. The CVSO will be more than just a tenant, they will be part of the services HHS provides.
MEMORANDUM

TO: Health and Human Services Board
FROM: Randy Kohl, HHS Manager – Long Term Care Division
DATE: October 12, 2020
SUBJECT: Wisconsin Department of Health Services – ADRC Reinvestment

On September 24, 2020 the State of Wisconsin Department of Health Services (WDHS), Office for Resource Development (ORCD), provided a virtual presentation directed to Aging and Disability Resource Center (ADRC) Directors and Tribal Aging and Disability Resource Specialist Supervisors. The purpose of the presentation was to educate the network of the new funding proposal for ADRC services to be implemented in 2022.

The funding analysis conducted by the Reinvestment Advisory group (a 24 member group comprised of WDHS staff and current ADRC Directors representing different regions across the State of Wisconsin) determined the majority of cost for ADRC services is directly tied to the professionals that perform the ADRC work. The calculation of how many FTE would be needed to support all essential services was based on the total population served in a year by the ADRC. The Reinvestment Advisory group further determined this to be 7% of the 60+ population per county and 7% of the 18+ disability population per county. Based on this total, they determined that the ADRC would need 1 FTE per 350 individuals. Additionally, it was determined, an ADRC needs a minimum of 3 FTE including: 1 director, 1 Information & Assistance Specialist and 1 Disability Benefit Specialist, to be operational. For every 8 staff an ADRC would need to have one supervisor. Additional factors related to indirect costs (10%), supplies and services (18%), and training per FTE ($750), provided the funding analysis to calculate the need for an additional $27.4 million general purpose revenue to fully fund all of the ADRC’s in Wisconsin. The additional funding would allow ADRC’s to be fully staffed to meet the needs of the community and expand marketing and outreach. This only includes the base
services required of the ADRC and does not consider the many additional or expanded ADRC services that are required to respond to population growth and health disparities. The considerations for reformulating the allocations per ADRC were based on: projected population growth, health equity, when the ADRC began operation, regional incentives and cost of living adjustments.

The final recommendation for the ADRC funding formula:

- Population over the age of 60 = 30%
- Population of individuals over the age of 18 with disabilities = 30%
- Population of individuals over the age of 18 considered minority = 15%
- Population of individuals over the age of 18 considered to be in poverty = 15%
- Population of individuals over the age of 75 = 10%

The State of Wisconsin Department of Health Services, Office for Resource Development (ORCD), used this formula when determining the CARES Act funding distribution to ADRC’s in 2020.

As identified earlier in the memo, the earliest possible date for the new ADRC formula allocation would be 2022. The State of Wisconsin Department of Health Services, Office for Resource Development (ORCD) is planning to prepare for a variety of scenarios based on decisions related to the 2021-2023 biennial budget. The Walworth County DHHS leadership will further study the new formula and the impact this may have related to funding amounts, staffing allocations and services to the community.
Memorandum

To: Health and Human Services Board
   Human Resources Committee

From: Elizabeth Aldred, Director of Health and Human Services

Date: October 12, 2020

RE: Authorizing the Creation of a Public Health Nurse Position at Health and Human Services

I am respectfully seeking authorization for early implementation of the new Public Health nurse position proposed in the 2021 budget. If authorized, we will begin recruiting immediately. With a projected December 6 start date, this position will cost $5,803 and will be funded with available 2020 budget.

The COVID-19 pandemic has drawn attention to the need for Public Health Nursing services. Our small group of nurses oversees disease investigations and contact tracing efforts. They have served as primary points of contact for the countless agencies, long-term care facilities, and businesses seeking guidance on COVID-management strategies. Their close work with schools has been vital in keeping schools safely open for face-to-face instruction. The looming need for mass COVID immunization will further tax the limited nursing resources.

Slowing the spread of the coronavirus has been Public Health’s priority for the past seven months. This has come at great cost as important programs and services like immunization clinic, pre and postnatal home visiting, and suicide and substance abuse prevention have been sidelined. Early implementation of this position allows Public Health to begin to resume these service while continuing to lead the county’s COVID response.
Resolution No. xx - 11/20
Authorizing the Creation of a Public Health Nurse Position at Health and Human Services

Moved/Sponsored by: Human Resources Committee

WHEREAS, there are currently 3.00 FTE RN – Public Health (“Public Health Nurse”) positions in the Health & Human Services Department; and,

WHEREAS, the Health & Human Services Department seeks to create an additional full-time 1.00 FTE RN – Public Health position to better serve the Public Health needs of the department and the county; and,

WHEREAS, the Human Resources Committee (“Committee”) has considered the creation of an additional 1.00 FTE RN – Public Health position at Health & Human Services and hereby recommends the creation of the position; and,

WHEREAS, the Health & Human Services Department has sufficient funding in 2020 to cover the cost of this additional position for the remainder of the year, and the County Administrator’s 2021 Budget includes this additional position for 2021.

NOW, THEREFORE, BE IT RESOLVED by the Walworth County Board of Supervisors that the creation of an additional 1.00 FTE RN – Public Health position be and the same is hereby approved effective as of December 6, 2020.

BE IT FURTHER RESOLVED that the County Administrator shall update the appropriate Administrative Procedure to reflect the new FTE count of 4.00 FTE RN – Public Health positions in the Health & Human Services Department, with departmental and grand totals being adjusted accordingly for the 1.00 FTE increase.

__________________________________________  _____________________________
Nancy Russell                           Kimberly S. Bushey
County Board Chair                     County Clerk

County Board Meeting Date: November 10, 2020

Action Required: Majority Vote _____ Two-thirds Vote X Other _____

Policy and Fiscal Note is attached.
Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

__________________________________________  _____________________________
Michael P. Cotter                   Jessica Conley
Corporation Counsel                 Finance Director

__________________________________________
Mark W. Luberda
County Administrator

If unsigned, exceptions shall be so noted by the County Administrator.
I. **Title:** Authorizing the Creation of a Public Health Nurse Position at Health and Human Services

II. **Purpose and Policy Impact Statement:** The purpose of this resolution is to create an additional 1.00 FTE Public Health Nurse position in Health & Human Services.

III. **Budget and Fiscal Impact:** Passage of this resolution will result in a cost of $5,803 in 2020 and a cost of $90,056 annually, which has been included in the 2021 budget.

IV. **Referred to the following standing committees for consideration and date of referral:**

   Committee: Health & Human Service Board       Date: October 21, 2020
   Vote:

   Committee: Human Resources       Date: October 21, 2020
   Vote:

   County Board Meeting Date: November 10, 2020

Policy and fiscal note has been reviewed and approved as an accurate statement of the probable policy and fiscal impacts associated with passage of the attached resolution.

Michael P. Cotter
Corporation Counsel

Date

Jessica Conley
Finance Director

Date

Mark W. Luberda
County Administrator

Date
Memorandum

To: Health and Human Services Board

From: Carlo Nevicosi, Deputy Director - HHS

Date: October 14, 2020

RE: COVID-19 Update

Collaboration with Schools
Much of Public Health’s work over the summer involved collaborating with school district administrators to prepare for a fall reopening. Our position remains that a face-to-face educational option is vital and that with the proper strategies in place, schools can operate safely in our current environment. We have provided our schools with a host of tools to make their own decisions on how to educate the children in their respective districts. Chief among these tools is a sophisticated report that is distributed to administrators every two weeks. This report includes COVID activity levels within individual school district boundaries and separated by age group. All public schools in Walworth County are offering at least partial face-to-face programming, with the vast majority offering five days of face-to-face instruction. Many schools have reported positive cases, but these have been promptly addressed and contained.

On October 13, HHS partnered with Advocate Aurora and Mercy Health to host the ‘Healthy Schools During COVID-19: Virtual Town Hall with Walworth County Public Health and Healthcare’. This event provided perspectives from Public Health and local healthcare partners, including an overview of COVID-19 in Walworth County, information on current best practices for schools and families, and an opportunity for questions from the community.

Community Testing
The Sheriff’s Office, HHS, and the National Guard operated a two-day testing event at the Fairgrounds September 30th and October 1st. Slightly less than 600 people participated in testing. This was the lowest level of participation of any of our multi-day public testing events.

The National Guard is changing its approach to public testing events. They plan to implement a number of recurring sites throughout the southeastern region rather than periodic multi-day events. Walworth County is eligible for one day of testing each week and we are scouting several locations for this service.
We recently partnered with Open Arms Free Clinic to apply for a Department of Health Services grant to offer additional testing options for the community. On October 13th, Open Arms began offering two hours of drive through testing on Tuesdays, Wednesdays, and Thursdays. They will offer this service through the end of October. Testing is first come, first served and open to all who live or work in Wisconsin.

**Contact Tracing**
An increase in positive cases county-wide has predictably led to increased demand for disease investigations and contact tracing. We have used a combination of Public Health staff, reassigned HHS employees, and contracted providers to meet these demands. Like many local health offices, our resources have been strained. Several neighboring counties have publicly stated that they have implemented “Crisis Standards of Practice” and will significantly reduce the amount of contact tracing they do. We have not adopted these Crisis Standards of Practice and continue to perform all required contact tracing duties. This has come with some cost as virtually all Public Health resources for the past seven months have been dedicated to COVID response. Other important services like immunization clinics, Seal-a-Smile, and pre- and post-natal home visiting have been suspended. We are working on plans to phase these services back in. We are bringing on additional contracted contact tracers and are requesting early implementation of the new Public Health Nurse position proposed in the 2021 budget.

**Mandate Compliance**
Following the Governor’s Emergency Order #1 mandating face coverings, we established a process for gathering and reviewing community concerns related to violations of said order. Our process includes a review of complaints, outreach phone calls, and follow-up letters. This process expanded in scope with the Governor’s Emergency Order #3 limiting building capacity. This order is more restrictive than the capacity limits we suggest in our Phased Guidance document. This process may soon need to change due to the October 14th ruling by a Sawyer County judge blocking the Governor’s order.