



**Minutes**  
**Human Services and Health Board Meeting**  
**Wednesday, March 4, 2020-6:00 pm**  
**Henry Dodge Office Building**  
**Room G52**  
**199 County Rd DF, Juneau, WI 53039**

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1. Call to Order by Chairperson Mary Bobholz at 6:00pm
2. Roll Call and Non-Committee Member County Board Attendance

**Board Present:** Mary Bobholz, Mark Roesch, Jennifer Keyes, Becky Glewen, Naomi Kriewald, David Godshall, Kira Sheahan-Malloy,

**Absent/Excused:** Lois Augustson, Tim Kemmel

**Staff Present:** Director Becky Bell, Division Manager Sheila Drays, Division Manager Alyssa Schultz, Division Manager Monica Hooper, Supervisor Anne Connors

**Others Present:** Marquerite Bashynski

3. Public Comment:

4 Approval of the minutes of the February 5, 2020 meeting  
Motion by Kira Sheahan-Malloy to approve the February 5, 2020 minutes. Seconded by Jennifer Keyes.  
Motion carried.

**5. DIRECTORS REPORT-Ms. Bell**

- A. Annual report
- B. Fund balance policy discussion

Ms. Bell reported to the Board that Human Services and Health Department has a new policy in draft form in regards to end of year balances from Human Services and Health Department going into a fund balance instead of being returned to the general fund at year end.

- C. Greater Watertown Area Foundation Prevention Social Worker funding

Ms. Bell informed the Board that a presentation was given to Greater Watertown Area Foundation to request two more years funding for the Prevention Social Worker. Dodge County Human Services and Health Department was granted the two more years.

**6. COMMUNITY SUPPORT SERVICES REPORT-Ms. Drays**

- A. Statistics for January
- B. Dining Center Comments

**7. CLINICAL & FAMILY SERVICES REPORT-Ms. Schultz**

- A. Statistics for January
- B. Out of home costs
- C. January report from Northwest Connections-After Hours Crisis
- D. Northwest Connections January expenses

**8. FISCAL & SUPPORT SERVICES REPORT-Ms. Hooper**

- A. Review expenditures & revenues
- B. Expenditure adjustment form

Next Meeting will be April 2, 2020 at 6:00pm

Adjourned at 6:26pm

Motion by David Godshall to adjourn. Seconded by Mark Roesch. Motion carried

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Lois Augustson, **Secretary**

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Mary Bobholz, **Chairperson**

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Kris Keith, **Recording Secretary**

**Authorize the Acceptance of the Targeted Safety Support Program Grant Award**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,

**WHEREAS**, the Dodge County Human Services and Health Department, with the support of the Dodge County Human Services and Health Board, applied for and was awarded a grant from the Wisconsin Department of Children and Families for the implementation of a Targeted Safety Support Program in Dodge County; and,

**WHEREAS**, grant funding in the total amount of \$57,700 for the implementation of a Targeted Safety Support Program is available in 2020 as follows: \$19,200 for January through April 2020 and \$38,500 for May through December 2020; and,

**WHEREAS**, the Targeted Safety Support Program purpose and goals include keeping children safe with their families by providing supports and resources that strengthen families, prevent future maltreatment, support reunification efforts by providing services such as food, clothing, housing, parenting, and transportation assistance, household supports, day care, respite, recreational and social supports, and similar assistance; and,

**WHEREAS**, the required local match of approximately \$5,700 is included in the 2020 Human Services and Health Department Budget; and,

**WHEREAS**, the Human Services and Health Department will administer the grant funds in accordance with the Wisconsin Department of Children and Families Contract Amendment, setting forth its respective obligations, understandings, roles and responsibilities with regard to the Targeted Safety Support Grant and the Program said funding supports; and,

**WHEREAS**, the grant award results in additional revenue in the amount of \$57,700 in the 2020 Dodge County Human Services and Health Department Budget;

**SO, NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of Supervisors, that the Department is authorized to accept the grant in the amount of \$57,700, and the Finance Director is directed to make the necessary budget adjustments to the Human Services and Health Department Budget to recognize the grant.

All of which is respectfully submitted this 21<sup>st</sup> day of April, 2020.

**Dodge County Human Services and Health Board:**

\_\_\_\_\_  
Mary J. Bobholz

\_\_\_\_\_  
Timothy Kimmel

\_\_\_\_\_  
Kira Sheahan-Malloy

\_\_\_\_\_  
Mark Roesch

\_\_\_\_\_  
Naomi Kriewald

\_\_\_\_\_  
David Godshall

\_\_\_\_\_  
Becky Glewen

\_\_\_\_\_  
Lois Augustson

\_\_\_\_\_  
Jennifer Keyes

***FISCAL NOTE:***

***Finance Committee review date: April 13, 2020. Chair initials: \_\_\_\_\_.***

**Vote Required:** 2/3 Majority of Members Elect.

**Resolution Summary:** A Resolution authorizing the acceptance of the Targeted Safety Support Grant award.



**Dodge County, Wisconsin**  
**Finance Department**  
**Unbudgeted/Excess Revenue Appropriation**  
**Revenue and Expenditure Adjustment Form**

Doc = BX  
 Ledger = BA

Effective January 1st, 2016

Date: March 20, 2020

Department: Human Services and Health Department

Budget Year: 2020

**Description of Adjustment:**

see Resolution

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

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<b>Budget Adjustment</b>
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Project String	Description	Amount
97TSSF-GRANT-STATE	TSSF GRANT FUNDING	-57,700
97TSSF-COUNTY-GEN FD TRN	GENERAL FUND TRANSFER	-5,707
97TSSF-SERVICES-PROF SERV-LIMITED	TIME LIMITED RESOURCES	28,850
97TSSF-SERVICES-PROF SERV-UNLIMIT	UNLIMITED RESOURCES	28,850
97TSSF-INT GOVT-COST	COST ALLOCATION	5,707

**Note the total Budget Adjustment must balance**

Exhibit "A"

**COMMUNITY SUPPORT SERVICES DIVISION**  
**FROM JANUARY TO FEBRUARY 2020 STATISTICS NARRATIVE**  
**FOR THE APRIL 2020**  
**HUMAN SERVICES & HEALTH BOARD MEETING**

**AGING AND DISABILITY RESOURCE CENTER**

**KRIS SCHEFFT – SUPERVISOR**

**CALL STATISTICS**

- Recorded Contacts decreased from 603 in January to 517 in February ↓
- Providing Information and Assistance decreased from 321 in January to 265 in February ↓
- Administering Long Term Care Functional Screens increased from 38 in January to 40 in February ↑
- Providing all other services decreased from 109 in January to 105 in February ↓
- Referring for all other services decreased from 3 in January to 0 in February ↓

**AGING, TRANSPORTATION, AND NUTRITION**

**JACKIE DELAROSA – SUPERVISOR**

**DINING MEAL DONATIONS**

- Congregate donations decreased from \$18.99 in January to \$18.66 in February ↓
- Home delivered donations increased from \$18.04 in January to \$22.37 in February ↑

**DINING MEAL PARTICIPANTS**

- Congregate participants increased from 35 in January to 36 in February ↑
- Home delivered participants increased from 136 in January to 145 in February ↑

**VOLUNTEER DRIVER STATISTICS**

- Total trip miles increased from 20,213 in January to 20,992 in February ↑
- Total hours of service decreased from 906 in January to 873 in February ↓
- Total cash donations received increased from \$2,221.90 in January to \$2,486 in February ↑

**CASELOAD/WORKLOAD STATISTICS**

- Total caseload increased from 322 in January to 326 in February ↑
- Referrals increased from 23 in January to 27 in February ↑
- Court hearings remained steady at 6 in January and February →
- Annual Protective Placement reviews increased from 33 in January to 40 in February ↑
- Supportive Home Care reviews decreased from 28 in January to 26 in February ↓
- Total Supportive Home Care cases increased from 155 in January to 156 in February ↑
- Total Home and Financial Manager caseload remained steady at 36 in February →

**CASELOAD/WORKLOAD STATISTICS**

- FoodShare caseloads increased from 3,312 in January to 3,342 in February ↑
- Medicaid Total caseload increased from 2,395 in January to 2,408 in February ↑
- BadgerCare Total caseload increased from 4,724 in January to 4,766 in February ↑
- Total gross recipients increased from 12,892 in January to 12,959 in February ↑  
(This is the number of county residents receiving assistance, which includes those handled by other counties in the consortia)
- Total cases increased from 7,419 in January to 7,482 in February ↑
- FoodShare expenditures increased from \$630,562 in January to \$633,820 in February ↑
- Child Care expenditures decreased from \$126,734 in January to \$124,405 in February ↓

**CASELOAD/WORKLOAD STATISTICS**

- Programs for Children decreased from 55 in January to 37 in February ↓
- Programs for Children and Families increased from 878 in January to 993 in February ↑
- Programs for Women decreased from 16 in January to 9 in February ↓
- Programs for ALL Residents decreased from 111 in January to 100 in February ↓

## Dining Center Comments

February	Site	Comments
3	Reeseville	Meal was delicious, however, some of the carrots were rubbery
3	Horicon	banana was substituted for fruit cocktail
3	Randolph	Comment was made that chicken breasts were small. Another person agreed
3	Watertown	Received bananas instead of fruit cocktail
4	Randolph	Everyone enjoyed the meal
4	Lomira	Extra squash an ham
5	Reeseville	Good flavor pepper steak
6	Reeseville	Very sweet frosting on cake - almost too sweet!
6	Randolph	People especially enjoyed the 3 bean salad
6	Lomira	Received bread instad of rolls. 1 extra piece of turkey
7	Beaver Dam	Short 1 burger!
7	Reeseville	Extremely good German potato salad
7	Lomira	Food temps came in a little low today. Kept in warmers a while before I dished it up. Did not get ketchup and mustard that was ordered for burgers.
10	Randolph	People thought the pork loin was delicious. The applesauce cake was soggy
11	Randolph	People enjoyed the meal. One participant said she wished they had white bean salad more often
11	Beaver Dam	White bean salad is not liked! Lots thrown out.
12	Randolph	A participant's daughter ate with us, she was happy with the food her parent receives
12	Reeseville	Participants always love the baked chicken
13	Randolph	Everyone enjoyed the meal. Said the scalloped potatoes were delicious but a little juicier than they should be
13	Reeseville	Very tasty
13	Watertown	Shorted 2 pieces of melon
14	Randolph	Everyone loved the meal although one participant feels the cakes would be fluffier if beaten more, mentions this often
14	Reeseville	<b>Roast beef was out of this world.</b>
17	Randolph	Everyone enjoyed the meal.
18	Reeseville	Excellent meal!
18	Randolph	Comments like "excellent meal" were made.
18	Lomira	Put meat in oven - serving temp 150 -
19	Reeseville	For those who like liver, they said it was good
19	Randolph	Everyone enjoyed meal, liked the large pieces of liver and all the onions



20	Reeseville	Another excellent meal!
20	Randolph	Very tasty meal if it had been warmer. Had to warm veggins in microwave and potatoes barely warm.
20	Horicon	Short 3 meals. Volunteer driver did not get one. Split meat in half for 2 participants. 1 serving short of applesauce and milk. Purchased 2 ice cream from Kwik Trip
20	Watertown	Shorted 2 ice cream
21	Randolph	Meal was liked. One participant raved about how good the Ambrosia salad was.
24	Randolph	People liked the meal. Commented that sausage was a good size and they really like red potatoes
24	Reeseville	<u>Very good</u> meal - soft cookies, excellent potatoes, <u>very</u> good sausage
24	Mayville	Congregates did not care for "bologna"
24	Beaver Dam	Sausage was so small portion... lots of complaints. No protein in the meal. Terrible!
25	Watertown	Shorted 1 piece of chicken
26	Randolph	People liked the meal. Said Rye Roll was a nice change
26	Horicon	Received cantalope instead of pear slices. 1 serving short baked beans
27	Randolph	everyone really liked the meal, especially the gravy
27	Lomira	Received fruit cocktail in place of apples
27	Reeseville	Excellent meal, but meat slices looked small
28	Randolph	Several people ask to have the spinach lasagna at least once a month. Bread & salad praised also
28	Beaver Dam	LOVE the veggie lasagna and french bread!

## CLINICAL AND FAMILY SERVICES DIVISION

### FEBRUARY STATISTICS NARRATIVE

FOR THE APRIL 2020

### HUMAN SERVICES & HEALTH BOARD MEETING

#### CHILD PROTECTIVE SERVICES UNITS

MARK BEBEL – INTAKE SUPERVISOR  
LISA GRYCOWSKI – ONGOING SUPERVISOR

#### ACCESS REPORTS

- Total number of CPS Access and Services reports decreased by 13 (from 92 to 79) ↓

#### ONGOING CASELOAD DATA

- Number of families being served remained the same at 91 ⇨
- Number of children being served decreased by 9 (from 195 to 186) ↓
- Number of children in out-of-home care decreased by 3 (from 87 to 84) ↓
- Termination of Parental Rights (TPR) and guardianship cases in progress remained the same at 13 ⇨

#### CHILD AND ADOLESCENT SERVICES UNIT

AMY BOOHER – SUPERVISOR

#### JUVENILE JUSTICE CASELOAD STATISTICS

- Total caseload increased by 3 (from 157 to 160) ↑

#### BIRTH TO THREE PROGRAM DATA

- Number of referrals decreased by 13 (from 28 to 15) ↓
- Number of admissions decreased by 7 (from 20 to 13) ↓
- Number of discharges increased by 2 (from 9 to 11) ↑
- Total number of children served decreased by 7 (from 136 to 129) ↓

#### CHILDRENS LONG TERM SUPPORT WAIVER (CLTS) and COMMUNITY OPTIONS PROGRAM (CCOP) DATA

- Total number of children served decreased by 3 (from 184 to 181) ↓
- Average caseload size for CLTS staff is 45
- Total number of new referrals this month is 13; total for the calendar year is 19
- Number of families dually enrolled in both CLTS and CCS increased by 2 (from 25 to 27) ↑
- Wait list for CLTS and CCOP programs remains at 0

#### CLINICAL SERVICES UNIT

SARA GASKA – CLINICAL SUPERVISOR  
KIM KUNZ – COMMUNITY PROGRAMS SUPERVISOR

#### OUTPATIENT MENTAL HEALTH SERVICES DATA

- Admissions decreased by 20 (from 54 to 34) ↓
- Discharges increased by 15 (from 38 to 53) ↑
- End of month total client census decreased by 20 (from 993 to 973) ↓
- End of month psychiatry census (for all programs) decreased by 3 (from 854 to 851) ↓
- End of month therapy census decreased by 31 (from 444 to 413) ↓

- Average caseload size for MH therapists decreased by 4 (from 63 to 59) ↓
- # of clients on waitlist for adult psychiatric evaluation is 0, next available appt. is 4/14/20 (as of 3/15/20)
- # of clients on waitlist for child/adolescent psychiatric evaluation is 0, next available appt. is 4/27/20 (as of 3/15/20)
- Next available intake date for MH (non-emergency) is 3/23/20 (as of 3/15/20)

### **OUTPATIENT SUBSTANCE ABUSE SERVICES DATA**

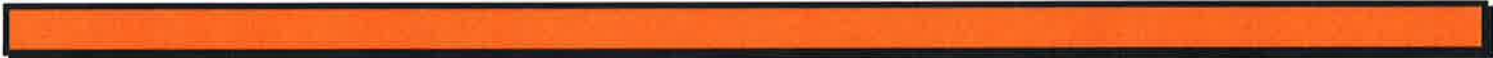
- Admissions increased by 16 (from 25 to 41) ↑
- Discharges increased by 1 (from 21 to 22) ↑
- End of month total client census increased by 17 (from 145 to 162) ↑
- Average caseload size for SA counselors increased by 3 (from 26 to 29) ↑
- Number of Intoxicated Driver Assessments increased by 3 (from 32 to 35) ↑
- Next available intake date for AODA (non-emergency) is 3/18/20 (as of 3/15/20)

### **CRISIS RESPONSE SERVICES DATA**

- Total hospitalization days decreased by 31 (from 117 to 86) ↓
- Of this total, number of county-funded days increased by 27 (from 47 to 74) ↑
- Number of Emergency Detentions (EDs) decreased by 3 (from 13 to 10) ↓
- Number of crisis diversions stayed the same at 165 →
- Number of protective custody cases decreased by 1 (from 1 to 0) ↓
- Number of voluntary admissions decreased by 1 (from 8 to 7) ↓

### **COMMUNITY PROGRAMS DATA**

- Community Support Program (CSP) end of month census stayed the same at 5 →
- Comprehensive Community Services (CCS) end of month census increased by 8 (from 179 to 187) ↑
- Targeted Case Management (TCM) enrollment decreased by 1 (from 37 to 36) ↓



## 2018 Children's Monthly Out-of-Home Placement Costs (# of children / \$\$\$)

	Group Homes		Institutions		Foster Care		Kinship Care		Monthly Total	
January	2	10,650.36	10	109,574.34	67	93,187.11	40	10,127.23	119	223,539.04
February	2	9,963.24	11	113,199.67	68	98,062.06	36	9,056.41	117	230,281.38
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
<b>Total 2020</b>	<b>4</b>	<b>20,613.60</b>	<b>21</b>	<b>222,774.01</b>	<b>135</b>	<b>191,249.17</b>	<b>76</b>	<b>19,183.64</b>	<b>236</b>	<b>453,820.42</b>
<b>Average 2020</b>	<b>2</b>	<b>10,306.80</b>	<b>10.5</b>	<b>111,387.00</b>	<b>67.5</b>	<b>95,624.58</b>	<b>38</b>	<b>9,591.82</b>	<b>118</b>	<b>226,910.21</b>
<b>Total 2019</b>	<b>38</b>	<b>209,007.18</b>	<b>106</b>	<b>1,221,874.82</b>	<b>696</b>	<b>780,744.80</b>	<b>474</b>	<b>112,938.58</b>	<b>1200</b>	<b>2,324,565.38</b>
<b>Average 2019</b>	<b>3.2</b>	<b>17,417.26</b>	<b>8.8</b>	<b>101,822.90</b>	<b>58</b>	<b>65,062.07</b>	<b>39.5</b>	<b>9,411.55</b>	<b>100</b>	<b>193,713.78</b>

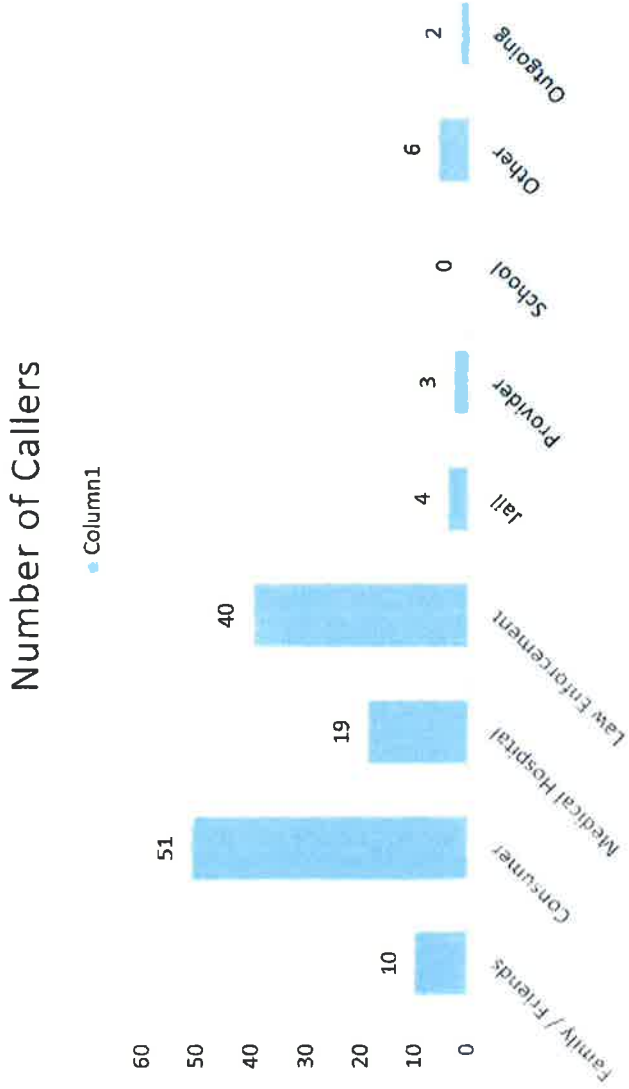
Number of placements are duplicated month-to-month.



**Dodge County**  
**Data Report for February 1, 2020 to February 29, 2020**

**Total Calls—135**  
**Total Minors: 16**  
**Total Adults: 116**  
**Total Age Unknown: 3**  
**Stabilization Calls: 10**  
**Admission Confirmations: 1**  
**Mobile Sent—4**  
**AODA related contacts—14**  
**Dementia Related contacts - 2**

Caller	Total	Percent
Family / Friends	10	7.41%
Consumer	51	37.78%
Medical Hospital	19	14.07%
Law Enforcement	40	29.63%
Jail	4	2.96%
Provider	3	2.22%
School	0	0.00%
Other	6	4.44%
Outgoing	2	1.48%
<b>Totals</b>	<b>135</b>	<b>100%</b>



Facility	Voluntary	ED	Total
Madison VA	1	0	1
Mercy Medical	0	1	1
Rogers Memorial	0	1	1
St. Mary's	1	0	1
Theda Care	1	0	1
Winnebago	0	2	2
Pending – Follow-Up by next shift / hospital does bed location	0	0	0
<b>Totals</b>	<b>3</b>	<b>4</b>	<b>7</b>

SIREN, WI 54872-0309  
715 349 7069

Billing: 3/04/2020  
Page: 0

Bill to: DODGE COUNTY HS  
199 CTY RD DF

Chart: 26896  
Bill for: DODGE COUNTY 2020  
199 CTY RD DF 3RD FLR

JUNEAU WI 53039-9512

JUNEAU, WI 53039

Date	Proc	Description	Provider	Units	Debits	Line Balance
12/03/19	1172	EMERGENCY SERVICES MOBILE MILE ASHLY STEGER 12/3-28 12/9-52	SERVICES	80.00	39.20	39.20
12/24/19	1172	Filed DODGE COUNTY HS c# 4363081 EMERGENCY SERVICES MOBILE MILE LEAH STAUDUHAR	SERVICES	36.00	17.64	17.64
1/01/20	1160	Filed DODGE COUNTY HS c# 4363021 EMERGENCY SERVICES PHONE FLAT	SERVICES	1.00	8012.00	8012.00
1/01/20	1170	Filed DODGE COUNTY HS c# 4359931 EMERGENCY SERVICE MOBILE FLAT	SERVICES	1.00	2402.92	2402.92
1/03/20	1171	Filed DODGE COUNTY HS c# 4359941 EMERGENCY SERVICE MOBILE USAGE LEAH STAUDUHAR	SERVICES	2.90	142.76	142.77
1/03/20	1172	Filed DODGE COUNTY HS c# 4363001 EMERGENCY SERVICES MOBILE MILE LEAH STAUDUHAR	SERVICES	35.00	17.15	17.15
1/07/20	1171	EMERGENCY SERVICE MOBILE USAGE LEAH STAUDUHAR	SERVICES	5.00	246.15	246.15
1/17/20	1171	EMERGENCY SERVICE MOBILE USAGE ASHLY STEGER	SERVICES	3.80	187.07	187.07
1/17/20	1172	Filed DODGE COUNTY HS c# 4363061 EMERGENCY SERVICES MOBILE MILE ASHLY STEGER	SERVICES	52.00	25.48	25.48
1/20/20	1140	EMERGENCY SERVICE TRAINING/SUP HALEY JUSTMANN	SERVICES	1.00	33.72	33.72
1/20/20	1171	Filed DODGE COUNTY HS c# 4377401 EMERGENCY SERVICE MOBILE USAGE HALEY JUSTMANN	SERVICES	5.40	265.84	265.84
1/20/20	1172	1/20-2.9 1/27-2.5 EMERGENCY SERVICES MOBILE MILE HALEY JUSTMANN	SERVICES	56.00	27.44	27.44
1/20/20	1140	1/20-30 1/27-26 EMERGENCY SERVICE TRAINING/SUP ASHLY STEGER	SERVICES	1.00	33.72	33.72
2/01/20	1160	Filed DODGE COUNTY HS c# 4377421 EMERGENCY SERVICES PHONE FLAT	SERVICES	1.00	8012.00	8012.00
2/01/20	1170	Filed DODGE COUNTY HS c# 4374491 EMERGENCY SERVICE MOBILE FLAT 27 OF 29 SHIFTS COVERED	SERVICES	1.00	2244.92	2244.92
2/02/20	1171	Filed DODGE COUNTY HS c# 4374501 EMERGENCY SERVICE MOBILE USAGE ASHLY STEGER	SERVICES	2.90	142.76	142.77
2/15/20	1171	EMERGENCY SERVICE MOBILE USAGE KRISTIN STOIBER	SERVICES	3.60	177.22	177.23
2/15/20	1172	Filed DODGE COUNTY HS c# 4377441 EMERGENCY SERVICES MOBILE MILE KRISTIN STOIBER	SERVICES	38.00	18.62	18.62

TOTALS: 22046.64

TOTAL BALANCE: 22046.64

less Jan. \$11,064.90

Feb. \$10,981.74

**NORTHWEST COUNSELING AND GUIDANCE CLINIC**

PO Box 309  
Siren, WI 54872

Dodge County Human Service & Health Department  
Henry Dodge Office Building  
199 County Rd DF 3rd Floor  
Juneau, WI 53039

3/4/2020

Enclosed please find the **FEBRUARY** monthly billings for the following services from NWCGC:

Training/Supervision-1140	\$67.44
Mobile Service Usage-1171	\$585.84
Mobile Service Mileage-1172	\$71.54
Mobile Service Expense-1173	\$0.00
Phone Flat Rate- 1160	\$8,012.00
Mobile Flat Rate- 1170	\$2,244.92

**TOTAL DUE** **\$10,981.74**

If you have any questions, please call 715-349-7069.

Thank you,

Cortney H.  
Out-Patient/County Billing Coordinator  
Northwest Counseling & Guidance Clinic