

**Minutes**  
**Human Services and Health Board Meeting**  
**Wednesday June 1, 2022-6:00 pm**  
**Dodge County Administrative Building**  
**Auditorium Rooms H & I**  
**127 East Oak St, Juneau, WI 53039**

---

1. Call to Order by Jenifer Hedrick at 6:00 p.m.
2. Roll Call and Non-Committee Member County Board Attendance

**Board Present:** Jenifer Hedrick, Lisa Derr, Marilyn Klobuchar, Mary Rosecky, Jennifer Keyes, David Guckenberger, Steve Kauffeld

**Absent/Excused:** Jody Steger, David Godshall

**Staff Present:** Director Becky Bell, Division Manager Angela Petruske, Accounting Technician Felicia Bruyette, Division Manager Alyssa Schultz, Division Manager Sheila Drays

**Others Present:** County Chairman David Frohling

3. Approval of the minutes of the May 11, 2022 Meeting  
Motion by Jennifer Keyes to approve the May 11, 2022 minutes. Seconded by Mary Rosecky. Motion carried.

4. Public Comment: NA

5. **BOARD ACTION**

A. Re-opening Congregate Dining in Dodge County

Ms. Bell informed the Board of the intent to open the congregate dining site at the Watermark in Beaver Dam. As of now, one congregate meal site will open with the potential for other sites to open in July. The Watermark is historically the largest congregate meal site with the most meal participants. It is for this reason that the Watermark was chosen as the first site to open. The state of Wisconsin has indicated that the opening of congregate meal sites will be a local decision. Ms. Bell let the Board know that Covid-19 transmission rates have remained low for Dodge County, which was also an important factor when deciding to re-open sites. The dining centers would still allow the option to pick meals up at this time for those citizens who are still uncomfortable with eating at the site. The goal is to open the Watermark to the public on July 17<sup>th</sup>. Ms. Bell also stated that the congregate meals are contracted through Feil's Catering. Feil's catering will bring the freshly cooked meals to the site Monday through Friday. This is a donation based program. Motion by David Guckenberger to re-open Congregate Dining in Dodge County. Seconded by Steve Kauffeld. Motion carried.

**B. 2022 Dodge County Human Services and Health Department Budget Amendment (Dodge County Substance Abuse Block Grant)**

Ms. Bell updated the Board on the resolution in the amount of \$80,616 that is being planned for use towards advertising, marketing, and some women's services. The Substance Abuse Block Grant was a solicitation from the State of Wisconsin that all counties received. A vote is needed by the Board in order to put those funds in the budget with the intent to use the funding to target as many areas as possible. Marketing will involve purchases to brand or advertise. Examples for where advertising will be are public speaking events, educational events, and school events. Prevention efforts will be geared towards high school students, users, or family members of users who need resources. Motion by Marilyn Klobuchar to approve the budget amendment for the Dodge County Substance Abuse Block Grant. Seconded by Lisa Derr. Motion carried.

**C. Re-appointment to the Nutrition Advisory Committee – David Godshall**

**D. Re-appointment to the Nutrition Advisory Committee – Ivan Elm**

Motion by David Guckenberger to re-appoint both David Godshall and Ivan Elm to the Nutrition Advisory Committee. Seconded by Steve Kauffeld. Motion Carried.

**6. DIRECTORS REPORT– Ms. Bell**

**A. Out of State Placements**

Ms. Bell informed the Board that there is still currently only one out of state placement. Discharge planning is still ongoing for that youth with a goal of bringing the child back to the state of Wisconsin within the next month or two. Ms. Bell let the Board know that there are a couple of youth that placement is currently being searched for that may be placed out of state due to resource availability. That may change in the coming weeks. Ms. Bell will keep the Board updated at future meetings on the status of those youth.

**B. Public Health Updates**

Ms. Bell informed the Board that Carol Quest continues to act as Interim Public Health Officer until August 1<sup>st</sup>. If a Public Health Officer has not been hired by that time, Fond du Lac County Public Health Officer, Kim Mueller, has agreed to step in as Interim again for a set time. Dodge County Public Health is no longer providing contact tracing for any positive Covid-19 cases as of April 29<sup>th</sup>. Ms. Bell updated the Board that it is tick season and Lyme disease is a concern. There have already been a few reported cases in Dodge County so far this year. Ms. Bell also notified the Board about the Community Health Needs Assessment. The assessment is sent out to the community every three years in conjunction with Marshfield Medical Center (previously Beaver Dam Community Hospital), Watertown Public Health, and Watertown Hospital. Ms. Bell indicated that she would inform the Board of any updates as they are known.

**C. Public Health Officer Recruitment Discussion**

Ms. Bell informed the Board that a full time nurse and part time nurse were hired for Public Health, beginning their positions this week. There are no applications for the Public Health Officer at this time. Recruiting efforts have been increased to include contracting with an advertising agency to place the position in the Wisconsin Nursing Newsletter. The advertisement goes to 38,000 active licensed nurses in the state. The minimum requirements for the Public Health Officer include a Bachelor's degree in nursing and three years of experience in a Public Health setting.

Any candidate for the position is required to have their resume sent to the State of Wisconsin and reviewed. Without the minimum requirement, Dodge County runs the risk of a reduction in funding and a decrease in Public Health Level. Levels of service are determined by the amount of services a county is able to provide. Dodge County is currently rated as a Level 2 county. Ms. Bell explained that while there is no deadline for when a Public Health Officer must be hired for Dodge County, there must be at least an acting interim while the position is vacant.

#### D. Staff Retention and Recruitment Discussion

Ms. Bell updated the Board that Human Services and Health Department has received the resignation of the supervisor for initial assessments for CPS, as well as for an initial assessment social worker. There is intention of implementing a retention bonus for those positions, which will be placed on the next Human Resources Committee agenda. Ms. Bell explained that the Department is proposing a retention bonus of \$1,000 per quarter. Ms. Bell stated that the national average of social workers to stay in that type of position is only two years. Current Dodge County initial assessment social workers have had to absorb the other cases from the workers who resigned. This means that they have taken on the workload of 2.5 workers. The Department arrived at the decision of \$1,000 per quarter based upon practices in other departments in Dodge County. Ms. Bell explained that retention of staff is defined as current staff who are currently in the department and have stayed for an entire quarter. The attempt is to acknowledge the social workers are being asked to do far more work than ever before and encourage them to stay because they provide a mandated service for Dodge County. Ms. Bell also clarified that new hires would not be eligible for the retention bonus or a sign on bonus. Board Member David Guckenberger inquired about planning should the Department see the loss of another intake worker. Ms. Bell assured the Board that there is a plan in place if that should happen. CPS workers are also assisting when possible with initial assessment cases. Ms. Bell let the Board know that there are several applicants and several interviews lined up for the position. Dodge County is not the only county in the state facing a social worker retention struggle. Burnett County is currently seeking other counties to contract social workers to help with caseloads.

#### E. 2023 Position Requests Discussion

Ms. Bell informed the Board that the Department would like to add several positions to the 2023 budget. The first position is the Children's Long Term Support Case Manager due to the increase in the amount of cases. This position is revenue generating and would not be funded through county levy. It is a Medicaid reimbursable position. The next position being requested are the positions of two CCS Case Managers. These are also 100 percent Medicaid reimbursable positions and would not be funded through county levy. The reasoning behind the request for these positions is due to a large increase in the number of referrals for the CCS program, particularly in the area of children. At this time, there are 19 staff members with an average caseload of 25 per worker. Ms. Bell also stated that despite being Dodge County employees, the salary and fringes are also reimbursable through Medicaid. Another position being requested for the 2023 budget is for an Adult Protection Services Social Worker. This position would be funded through county levy dollars. Over the last couple of years, cases have continued to increase for APS in the Department. Adult Protection Services investigates cases of abuse or neglect of older or vulnerable adults. Certain abuse and/or neglect may include physical, sexual, emotional, financial exploitation, and self-neglect.

After reviewing the case, APS then makes the determination if a candidate is eligible for protective placement or guardianship. Ms. Bell explained that in January of 2016, Dodge County APS has a total of 267 cases. As of 2022, there are a total of 317 cases. There has been no increase in APS social work staff in over a decade for Dodge County, though the amount of cases continue to increase. Dodge County APS caseloads per social worker far exceed the average of 68 cases per worker. This detail has been brought to the attention of Wisconsin Legislature. WCA and WCHSA are possibly working on additional funding for counties to be able to add staff, but that won't be until the next budget cycle. Investigations are intense at onset for APS workers who are completing frequent visits and managing how to best meet the needs of the consumer safely. Each worker has an average of about 15 active onset cases and the remaining cases are ongoing over a given period of time. This current caseload is being completed by five Dodge County social workers. Ms. Bell also informed the Board of the intent to request a position for a Behavioral Therapist for the outpatient clinic. This position would also be reimbursed through individual medical service insurance companies and is revenue generating. The Behavioral Therapist is being requested due to the large increase in mental health services and substance abuse treatments. Ms. Bell stated that while there are other clinics in Dodge County that provide those services, wait times can be very substantial.

Ms. Bell explained to the Board that each year, Ms. Petruske will complete a WIMCR report that breaks down all staff time and the programs where their time is spent, both direct and indirect. WIMCR uses a formula based on claims to Medicaid and will reimburse the Department for costs that were not covered for certain programs. Ms. Bell referred the Board to the annual report which is located on the Dodge County website. The website is organized by division and allows anybody to reach out to department managers.

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

- A. Statistics for April
- B. Dining Center Comment

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

- A. Statistics for April
- B. Out of Home Costs

Ms. Schultz informed the Board that the Department is required by state statute to pay for out of home placements, their care, and their return to their homes and/or to the least restrictive setting for the placement. The issue that many counties are currently facing while trying to set up out of home placements is facilities have a lower capacity and a limited ability while setting rates. This is causing facilities to have fewer staff and therefore, a shortage of beds available to consumers. The Department has seen an increase in the number of children with challenging behaviors and is having a hard time placing the youth due to the shortage of facilities. Ms. Schultz explained another example where there are difficulties is foster care. Payments are made to foster parents based on the level of need for an individual youth.

- C. March report/expenses from Northwest Connections-After Hours Crisis
- D. Northwest Connections-After Hours Crisis Calls and Mobile Requests 2020-Present

**9. FISCAL & SUPPORT SERVICES REPORT – Ms. Petruske**

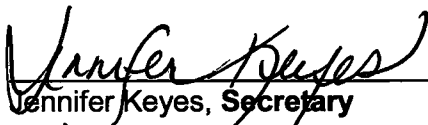
**A. Review 2022 Expenditures & Revenues**

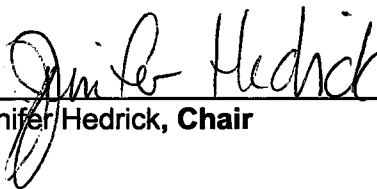
Ms. Petruske updated the Board that as of March, Dodge County Human Services and Health Department is currently at a deficit, but that is expected to fluctuate

**B. Budget Adjustment Form – N/A**

**10. Next Meeting - 6:00 p.m., Wednesday July 6, 2022**

**11. Adjourned at 7:39 PM**

  
\_\_\_\_\_  
Jennifer Keyes, **Secretary**

  
\_\_\_\_\_  
Jenifer Hedrick, **Chair**

  
\_\_\_\_\_  
Felicia Bruyette, **Recording Secretary**