

**PROCEEDINGS OF THE BROWN COUNTY**  
**HUMAN SERVICES COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Human Services Committee was held on Wednesday, January 23, 2019 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, WI.

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**Present:** Chair Hoyer, Supervisor Evans, Supervisor Brusky, Supervisor Linssen  
**Excused:** Supervisor De Wane  
**Also Present:** Supervisor Tran, Supervisor Deslauriers, Supervisor Schadewald, Deputy Executive Jeff Flynt, Community Treatment Center Administrator Ed Sommers, Director of Port and Resource Recovery Dean Haen, Health and Human Services Director Erik Pritzl, Community Services Administrator Jenny Hoffman, Public Health Officer Anna Destree, Finance Manager Eric Johnson and other interested parties.

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**I. Call Meeting to Order.**

The meeting was called to order by Chair Hoyer at 6:02 pm.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor Linssen, seconded by Supervisor Brusky to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of November 28, 2018.**

**Motion made by Supervisor Brusky, seconded by Supervisor Evans to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Comments from the Public - None.**

**1. Review Minutes of:**

- a. Aging & Disability Resource Center (September 27 & October 25, 2018).
- b. Aging & Disability Resource Center Nominating and Human Resources Committee (October 25 & November 8, 2018).
- c. Board of Health (July 10 & October 9, 2018).
- d. Children With Disabilities Education Board (October 16 & November 20, 2018).
- e. Human Services Board (October 11 & December 13, 2018).
- f. Mental Health Treatment Subcommittee (October 17, 2018).
- g. Veterans' Recognition Subcommittee (November 20 & December 18, 2018).

**Motion made by Supervisor Linssen, seconded by Supervisor Evans to suspend the rules to take Items 1a-g together. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Motion made by Supervisor Linssen, seconded by Supervisor Brusky to approve Items 1a-g. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Communications**

2. Communication from Supervisor Ballard re: For the Brown County Board of Health to cease sharing demographic and personal information of residents with drug companies and other third parties for the purpose of sending out notifications of missed vaccinations. Instead, this essential educational program should be operated in house and a budget adjustment of \$2,500 would be needed. Doing this in house is consistent with other health departments in the state; allows the

**program to continue at a low cost; and respects the privacy rights of the citizenry. Referred from December County Board.**

It was indicated that Supervisor Ballard was unable to attend this meeting it was asked by him that this matter be held until the next meeting for his attendance to be available.

**Motion by Supervisor Evans, seconded by Supervisor Brusky, to put this item on the next Human Services Committee meeting. Vote taken. MOTION CARRIED UNANIMOUSLY.**

- 3. Communication from Supervisor Schadewald re: This late communication is my request for a review of the programs, services and/or county involvement for children (birth to age 4) that are in need of assistance. Referred from January County Board.**

Supervisor Schadewald began by stating that this is relative to items that were brought up at the budget hearing about Child Protective Services and related directly to what he hears as an educator. He noted that there is a lot of money allocated specifically for programming, he thought it was time to review all programs and policies and services that are available because obviously there is a situation on hand not knowing all the reasons or factors driving that money allocated and so forth. Hopeful that this would begin a discussion on Human Services Committee about what, as a county, do we do after babies are born in terms of services offered? Does anyone look at the schematic of the specifics in terms of what happens to each baby in every particular situation imaginable? If there is a program in place, how do they keep track of the progress of each baby specifically? He, generally speaking, wanted a simple evaluation of the current programming which has been offered for 20 plus years by the County. He doesn't believe most County supervisors are aware of whether or not these programs are actually being evaluated for certain. Finally, as budget time approaches, there inevitably will not be additional revenue every year as they are not at levy every year and when those tough times do indeed come it would be beneficial to be prepared to make programming choices based on some sort of evaluation versus alternatives such as cutting other programs based on simple lack of information. Maybe, if there was more money allocated to helping kids, there would be fewer adults in crisis.

Supervisor Linsen asked if his concerns were exactly to make sure these programs were effective and making sure there are not actually people falling out of the program.

Schadewald clarified his two main concerns the first being that the County make sure it knows what it all has and second to make sure it knows what it is all doing in practice. He, as a County Supervisor no less, would be hard pressed to know what all the programs do and he sees this as an issue. A worthy starting point, he noted, was birth to age 4 and the programs that correspond to these ages.

Hoyer thought it to be important that they do not get into a mandated/unmandated conversation with knowledge that most of their programs are indeed, on the basis, mandated. It is still possible to determine if they are actually effective or not but it is also noteworthy that they are limited by federal and state funding.

Supervisor Evans wanted clarification as to what type of assistance, specifically, does he wish to obtain for these programs.

Schadewald explained it was for the general concept of children in need of assistance. He realized that there isn't the possibility for program involvement for every child in the county.

Evans noted there is a metric for all the different programs and funding mechanisms and it is probably easier to determine programs up to 5 or 6 rather than 4 just based on the way the system is set up with 4k and so forth. If any of the Family Service providers come to Encompass or anything of that nature the answer will most likely always be that more kids can be served. He thought that to most likely be true. Schools serve them when they reach a certain age. He explained that he doesn't have a problem doing it he wished for a bit more of a distinct direction with the request.

Schadewald gave a hypothetical to explain what he wishes for more thoroughly. Through the healthy babies program someone visits every single baby that is born, he pointed out. Much of the time those meetings are met with no problem but what exactly is done if this person meets a baby that has a mother that is on meth and there is no father in the picture? He emphasized that, even he, as a Brown County Supervisor doesn't know. Hypothetically, the mother loses the child because the father cannot be found and the child goes to a guardian and then what exactly happens? What does Brown County have as responsibilities for involvement in this hypothetical and how do they know what happens to the child?

Evans stated that there is a protocol for that particular situation and they are placed into different programs for both the mother and the child. He also replied with the fact that the child has a social worker assigned to it. Supervisor Linssen added that the child is also under regular court review every 6 months which would consist of a judge looking at and evaluating the case on a bi-yearly basis. Child Protective Services (CPS) have a case worker assigned to the family as well. Schadewald noted he would like to see that progression and schematic so he could track it. Linssen informed him that's a court process and out of their control but it has to be done. Health and Human Services Director Erik Pritzl ensured Schadewald that they would know if it wasn't occurring due to all the state oversight he reiterated Evans' point that a starting point with regard to this request is necessary otherwise they'll drift into areas of the state and court systems oversight reigns supreme. He added if they weren't doing their job the Department of Children and Families or the State Court System would come in and let them know. It is important though, he agreed, regarding the early childhood concern that Schadewald has to understand the relationship between things such as the Healthy Babies' program and its correlation with the same 4-year old baby and its long-term support and so forth. He iterated that he thinks that is a map that they do understand to a certain extent.

Linssen highlighted he'd be interested in seeing 2 things precisely, the first being the effectiveness rate of the program considering how much capital is being put into it and second, what would be the best alternative in the community to that program if it were to not exist?

Schadewald emphasized they have the same issues arise in the school system insofar as that they have children on their attendance sheets for 6 months yet they never come to school. Many questions tend to arise once entrenched in the system. What, as a county, is being done about these kinds of things? He finished with his main point, obviously we have a CPS situation and undoubtedly there are concerns as to what is happening to children in our community in light of police showing up at elementary schools. What is the role of the County in all of this? If these things didn't happen, no worry would be necessary.

Linssen responded with the fact that for children that are of age 5 and over that regulation is through state programming and statute in terms of information regarding what is happening with a child, who does what about it and what needs to be done in response to any type of CPS referral or juvenile referral. This is not done through the County itself, but rather, mandated by the state in terms of what actually happens in response. Pritzl points out that it is a State supervised County administered system. Linssen does not see much flexibility for the County, as the point when it is found out is when the police show up at school, parents get in trouble and that's how they're referred over immediately to the legal system which is actually covered by the State. From birth programs are more reasonable as they are not coming through referrals of that type because anything else would be hard to change from a County perspective.

Hoyer stressed that they did not want to be over burdensome with all the possibilities this could entail he wanted to make sure there is a balance between all the important information and the education that is involved with this communication. What type of effort and timeframe does this entail to make it manageable and doable?

Evans questioned what exactly are they supposed to be doing? He understands what Supervisor Schadewald is coming from and what he is saying but Evans listed an exhaustive number of programs which didn't even incorporate all imaginable programs but was a general idea showing that this task

may be next to impossible and if not that then unrealistically difficult. He claimed that he knows all these programs and he doesn't have a problem with having to justify them to get their funding but should they all have to come before them and give them a matrix as to what they're actually doing?

Pritzl indicated that through the Community Partnership for Children and the Child Abuse and Neglect Task Force that is where a lot of this review is occurring people are bringing outcomes and outputs forward which makes a lot of this information easily accessible through the United Way. This could help out with the early childhood phase information as well that is in question of being lacked in this communication.

Evans asked Schadewald if he would be interested in a representative from the United Way coming in to the County Board meeting in February to present on some information.

Schadewald notes everyone has a general idea that we are trying to help kids but before you can have a debate you need facts, his first request was he wanted to know where the County was spending money.

Pritzl thinks this is where a good understanding is needed because the community and the nonprofit community can fund a lot of things outside of the scope of what the County funds, need to look at what, exactly, the County is obligated to fund? There is no specific end to what you could do but there is an end to what the county does. A presentation could be produced, as it has been done before, and either presented before this committee or the County Board from the United Way about the Child Intervention Model and its operations with the different players and how Health and Human Services intertwines with that, so to speak.

Schadewald reiterated he just wants the County Board to become more knowledgeable. There will be choices come November. He does not want to wait until October to know the extent of these choices. He restated his levy argument noting that programming may come up against employee wages and benefits and things of that nature if the County is at levy because if you add here you can't add over to there, in general terms. His main concern was to start the conversation regarding this issue and start having the discussions prior to the budget, precisely.

Hoyer asked if the County, United Way presentation would be a good starting point. Schadewald liked the idea. Would he would really like, overall, is the map of the program that is currently being done.

**Motion by Supervisor Linssen, seconded by Supervisor Brusky, to obtain and have additional information presented in front of this committee regarding the programs and services the County offers and the Counties' direct involvement in those services relative to children (birth to age 4). Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Referral:**

- 4. Communication Plan for Groundwater Exceedance. *Motion at January Board of Health meeting: Motion to the Human Services Committee to draft and enact a policy relative to incidents of contamination by any Government agency or detection of contamination in exceedance of State statute, because we find the situation with Port and Resource Recovery simply unacceptable.***

Supervisor Schadewald spoke of Supervisor Deslauriers coming to the Board of Health and he requested some information to help further along the process. This referral is basically what he asked of the Board of Health to do. The main thing, Schadewald noted, is quick communication with the health department regarding matters such as these. He did not assign any blame for anything, what they wanted was the actual process itself reviewed. Namely, if anyone in the county sees any type of contamination that they make sure they get a hold of a health officer immediately. Enact some sort of policy that necessitates that immediate contact with the appropriate internal and external health officials upon any indication of a health hazard.

Schadewald referenced the recent contamination issues located at the landfill and reiterated what exactly occurred. The main issue with the whole thing was that the Health Officer and other County towns and officers, could have possibly been informed sooner but they, in fact, were not. There was no policy that dictated that, or any repercussions for not doing so internally. Incidences of contamination by a government agency or contamination that exceeds the state statute should have a policy that it is communicated through these sources internally and externally.

Hoyer emphasized the fact that there were no rules technically broken through this. The normal process would be if it was a private entity or the government that it would report to the DNR who then would report to the public health officer. He wanted to know if Schadewald wanted a general bypass of this process?

Schadewald said he didn't want a bypass at all; he wanted just simple communication as it is a beneficial idea regardless. He referenced his district, as a supervisor, he wouldn't want to know about contamination if it happened there that late after the fact.

Linszen wanted to know more about the specifics of the breakdown of communication and where they occurred. Who had found the contamination and why wasn't it communicated?

Schadewald would not say but said that Supervisor Deslauriers had more information.

Supervisor Deslauriers explained one more time the specifics in regard to what exactly occurred at the landfill. There were test wells at the future landfill site and in December, February and April, and testing was done on over 20 of those wells, contamination was discovered on those wells. He was not particularly concerned about this specific instance in particular but rather correcting the processes for how it is reported in future cases, which reflected the thinking of Schadewald. It took until July until anyone outside of Port & Resource Recovery and its constituents knew about this. 152 exceedances of state statute in excess of 160 times the statutes' preventive action limit. His concern from the beginning, he reiterated, was not the investigative process, but rather, it was in the delay in the communication process. He talked about an incidence at PD&T when they were told about the specific TCE contamination and only because he knew what TCE is, he asked whether or not anyone had been notified, but he was informed that there was only actually trace amounts discovered. At this meeting, he noted, they weren't even told about the worst contaminant which was the methylene chloride. He referred to the whole thing, for lack of any other avenue to explain, as a stubborn refusal to acknowledge that there could be an improvement in a certain process by Director Haen. He has this going down 2 paths, the first being going to PD&T specifically to ask Port and Resource Recovery to comply with Corp Counsel guidance, which is within 60 days of an exceedance that it be reported to the DNR and from a logical, reasonable standpoint why not talk with other departments in the County to give them a heads up when there is something of this nature before them. This request is going to PD&T and should be handled properly in his opinion. The second and main concern he has is with public health, there is a consensus of people, he explained, that believe this could be handled better and the only person that can make a difference is not acknowledging this, unfortunately. He pointed out that the health department handled this perfectly in his opinion. On August 3<sup>rd</sup> he contacted Erik Pritzl about the excessive number of exceedances and within 3 days he contacted the DNR. Department of Port and Resource Recovery did not report any of these to the DNR, it was kept within consultants and their department and they did not communicate with Public Health or the DNR for several months. He emphasized it only makes sense that different departments with different angles of concern be communicated with so that all resources can be brought forth to bear on the situation. One thing that Public Health Officer Destree brought up at the Board of Health meeting was that the intent is to not overburden or overregulate with rules governing department heads but wording is needed regulating human health hazards or potential human health hazards. He requested in lieu of these concerns, when a Brown County Representative detects a "substance, activity, or conviction that may have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases or otherwise injuriously to affect the health of the public," that he or she be needing to report that to a Brown County Health Officer and Brown County Health Department Director. Quoted area is the

exact definition of a human health hazard from Wisconsin Statute Chapter 254. This recommendation was also presented to the committee in the document attached to these minutes. When there is a public health concern, so widespread, at such high levels and nothing is communicated, is troublesome. He stated that he doesn't want this policy to, simply, only be limited to well contamination and the land fill site. This public health policy, combined with the risk management policy that was signed by County Executive Streckenbach will cover for many future events and be a big step forward, as long as whoever finds the contamination as a human health hazard potential. It concerned him that he asked at 3 separate prior meetings in terms of what would be done if this happened again, that he didn't get the impression that anything would change.

Hoyer voiced that he believed this proposal was a good way to move forward and apply elsewhere as well.

Schadewald pointed out that the County is at the arm of the State in terms of certain rules the state has governing them, but County government always has the right to improve on them just as long as they don't oppose them. He circled back to his main point of the fact that better communication in all areas is vital and a concern that needs to be addressed. The Board of Health is emphasizing improved communication as it is a good idea no matter what.

Health Director Destree responded that she likes the idea of improved communication between departments within the county so that everyone is on the same page in terms of knowledge with what everyone is dealing with specifically is definitely necessary.

Hoyer asked Director Haen, not looking back at past instances, with future cases, does the reality of the spirit of this proposal when it returns from risk management appeal to him?

Haen said he supported a communication plan ensuring that all departments are on the same page the only moving part is that you need to figure out the trigger point in which you reach out to public health. Need a definitive point where it is clear that action needs to happen based on public health concern.

Deslauriers agreed but also added that in this case the fix would not have been anything that substantial, it rather would have entailed a very simple fix. Let's not look for a lowest level necessary for communication, but we should actually over communicate if anything especially with something as essential as water. It's not going to hurt anything by doing so and the resources are present to be able to do so. He felt as though he shouldn't even have to do this it should, rather, be commonsense to communicate when necessary. There will never actually be an absolute limit, there will always be some type of subjectivity involved in the decision to communicate regardless. Someone always has to say, why not communicate this? He will ask for the standard to be made lower if he needs but he doesn't want that, he wanted simply if something has the potential to hurt people to just over communicate if necessary. Not hiring a consultant or anything because there is a Health Department in place and things of the like already so it is a reasonable request, he believed.

**Motion made by Supervisor Linssen, seconded by Supervisor Brusky to refer above recommendation to Corp Counsel, the Health Department, and Risk Management for further review and for it to be brought back to this committee after that. Vote taken. MOTION CARRIED UNANIMOUSLY.**

#### Wind Turbine Update

5. Receive new information – Standing Item. No New Information.

#### Health & Human Services Department

6. Budget Adjustment Request (18-137): Any increase in expenses with an offsetting increase in revenue.

Health and Human Services Director Erik Pritzl noted that this budget adjustment was because they received additional funding from the State to do some crisis improvement projects. The State released a process where you could apply for funds if you participated and they decided that they would. This focused on a couple of initiatives including "Zero Suicide" and also "Collaborative Assessment and Management of Suicidality" training for their behavioral health staff and they also utilized some of these funds to help set up an office for a clinician and team. The State received the application and approved it so they are recognizing receiving the funds.

Hoyer asked if they made an offer with respect to the clinician team.

Pritzl informed him that there has been an offer made and accepted regarding the position in question which starts in February.

**Motion by Supervisor Linssen, seconded by Supervisor Brusky, to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.**

7. **Budget Adjustment Request (19-007): Any increase in expenses with an offsetting increase in revenue.**

**Motion by Supervisor Linssen, seconded by Supervisor Brusky, to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.**

8. **Resolution Regarding Table of Organization Change Health and Human Services Department – Public Health Division.**

Public Health Officer Anna Destree talked about the reasons behind this and the direction it is headed in, it involves, specifically, the hearing and vision program. Main focus is maintaining high quality service and also working with the assurance of others providing services in the community and moving in a positive direction supportive of the Board of Health as well as all the major other stakeholders in preventing blindness.

Destree passed out a "Hearing and Vision Program Presentation" handout which she spoke to thoroughly. Partnership building, stakeholder building, community networking and pulling resources together are all ways to build an assurance for Brown County with respect to the Hearing and Vision Program. They hope to fill a position with someone who is able to follow through with these ideologies and they would also be able to do screenings as well. This screening programs' overall goal would be to get children an avenue to a medical home.

Evans wanted to know exactly what the approved screening methodology entailed. It seemed as though they got rid of a screening process (E-Chart) and then went back to it.

Destree said that they got rid of this practice as it was not appropriate. One reason why the E-Chart method is not appropriate any longer is due to directionality as kids struggle and have to point which caused a multitude of errors, she noted. This was found to be an out of date practice a while back, they just switched over within the past year.

Evans spoke of the fact that the Medical College of Wisconsin has had some issues with their prevent blindness initiative and things of the like.

Hoyer talked about the fact that if there were a change at the State level in terms of best practices those would tumble down and the County would certainly be made aware of them and they would be passed along to them and their office.

Destree ensured him that they are already always made aware of best practice methodologies when they are changed or come about because the ultimate goal is to use best practices in their work consistently.

Supervisor Brusky questioned that if they knew some of their practices weren't best practice then isn't it inconsistent if they didn't go forth and change them or utilize the best ones based on the recommendations they were offered?

Destree replied that Brown County was made aware that the lettering system they were utilizing was, indeed, not best practice but the individuals in charge at the time thought this way was better so they kept utilizing the methodology.

Linszen wished to know if there was any sort of internal review of these types of practices or is there some type of verification from third parties rather than just one departments' word?

Destree reiterated that there are many different Boards rather than just the Board of Health that these methodologies go in front of, not just a one step process. This new hire is going to be the person on our staff that checks these types of things, such as, is this actually best practice and things of that nature. Another thing this position will do that wasn't done before is evaluate these children in the summer months when they are not in school which was an area lacking before. These children were leaving school in the summer months going without evaluation throughout this time frame, is it possible to thoroughly evaluate when you're missing a 3 month window? This person should eliminate that. They can evaluate the program, make the changes that weren't possible or working as well in the past and so forth.

Linszen wondered what would be lost by losing the 2 positions in question as the new job duties seem quite different. Also, if there is the necessity for any new types of certifications or anything like that.

Destree responded that the Health Aid position did a lot of clerical type work and the work that she did was able to be passed on to the other clerical and health aids that are already in place at Public Health. The Nurse and duties that are doing the direct service would still get covered with the new position. You don't need to be a health aid have any special types of qualifications or certifications, don't need to be a nurse, don't need to be an educator or anything of the like to do the prevent blindness screening. An individual just needs to go through the prevent blindness training offered on site. It can be any staff member that goes through the training. In the past, a Nurse has been used but this is not necessarily necessary. The Nurse is going to have the capability now to focus on direct service type work so the actual screenings, specifically; the educator is going to be able to focus on quality control, building partnerships and things of the like.

Hoyer wished to know if it has been reasonable to keep pace in recent times with the staff that they are allocated now.

Destree informed the board that they are struggling due to the fact that this new position has not started yet and they were hoping to get some type of assistance from the town aids which had fallen through. It is all hands on deck at the moment and its being done, but it is not sustainable. Quite a few staff working on the project at the moment because they had committed to the schools. She noted that the health aid position has just been filled so that should do well to help, plus the educator position, so they are about to be fully staffed which should create a sense of relief from everyone involved.

Schadewald pointed out that this is an initiative by the Health Department officer to improve programming at a vast, efficient cost using best practices to become more proactive as a Health Department. He was thankful for this and he also pointed out that she did this without unlimited funding, so to speak. Change was not unanimous from the Board of Health but they ultimately want, as a collective, is reports on this and evaluations at the conclusion point. They want to make sure the changes that are being made are actually effective.

**Motion by Supervisor Linszen, seconded by Supervisor Brusky, to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.**



9. **Resolution Regarding Table of Organization Change Health and Human Services Department – CTC.**

Finance Manager Eric Johnson started with the fact that this change is with respect to a number of changes at CTC. The first change is to create an Accountant Supervisor position there is currently only a general accountant position that doesn't have supervisory responsibilities. Using this new position the load of supervision will fall to it, which consists of about 20 staff who currently report to their current admissions building and collection supervisor. A supervisor that will focus on collections in the CTC is also part of the change here, they recently changed to the Wisconsin Department of Revenue collection program which will allow much more effective collections once they transition a large number of accounts to that new service and there is perceived value to having a supervisor dedicated specifically to that. Additionally, under this change is to break up 2 separate CNA positions that have been difficult to fill to create 2 part-time benefit eligible and 2 part-time non benefit eligible positions at approximately the same overall cost, respectively.

Hoyer asked whether there is any type of shift in requirements or is there only a time difference.

Johnson responded that the overall FT would stay the same the difference it's the specific types of shifts that the job would entail that makes the difference.

Pritzl added that these positions would add more flexibility in scheduling that would make the positions more attractive to the candidates applying.

Hoyer pointed to the fact that there is a plethora of open positions, he wondered if the hiring would go relatively smoothly.

Johnson replied that the transition should go relatively smoothly as people within the organization most likely will apply and once the okay is given the recruitment process will begin. He reiterated that it would be at a similar cost and same FTE.

Pritzl pointed out that the Court Clerk position falls under this category as well. There is court at the CTC 2 days a week, there has been some questions regarding why it isn't there on a more regular basis and the simple answer is there isn't staff to do certain things, whether it's document flow, or making sure the right people are present and things of the like. There are case workers and court supervisors attending hearings but there is a certain administrative aspect to it that must be addressed. They talked with Corp Counsel on how to support that process better which pointed to a Court Clerk position to help better the process.

Hoyer asked if this position would make the transition to a "One Stop Shop" more attainable in the future.

Pritzl did not think it would help too much in that regard. It could help in some arrangement pieces, such as transporting patients etc., that this position could help with but it wouldn't help much more than that.

Evans wished to know if there was a Nursing Home Administrator hired on as a full time county employee right now.

Pritzl then introduced that individual as Community Treatment Center Administrator Ed Sommers who proceeded to come up and talk a bit about his background, his decision to join the Brown County team and things of that nature.

Evans spoke to the fact that there is a savings available of \$34,494. He wonders why a CNA cannot be kept. It appeared to him that they are going from patient care to clerical in a way. Deleting CNAs and adding CNAs made him nervous. He wondered if this money could be used to get contracted employees.

Pritzl responded with the fact that they are probably staffed okay at the moment but filling positions is the issue due to scheduling issues and so forth, so you have to make them attractive to the candidates applying for them. In terms of the contracted employees' question, he noted that a budget adjustment may be necessary to obtain those funds.

Johnson spoke to that budget adjustment stating part of what drove this was the open billing position and they wondered if when they filled it there would be an advancement to the avatar software to where the position wouldn't be as necessary. So instead of a full time they could have a half-time FTE savings position and the rest of the money can be allocated to a significant enhancement in their software and increase the efficiencies in the billing area. This is a separate budget adjustment for this money that would go to the Admin committee.

Sommers pointed to the fact that some of the CNA hours are every weekend and that is tough to fill.

Evans asked a question regarding overtime and if positions are tough to fill then current employees must be working overtime.

Johnson said that filling these positions and keeping them filled is going to effectively reduce overtime. If there are 4 positions and they are all filled then the positions will be able to alternate weekends. Pritzl noted the requirement is that there be someone there every weekend at the moment. Right now to meet this requirement they have to call in staff from agencies, use overtime and so forth to meet this requirement. He also highlighted the fact that working every weekend is a tough thing because if you're a CNA right now you're probably working somewhere else too and, most likely, looking for an every other weekend job to supplement that pay.

Some discussion ensued regarding what is more cost efficient for the County, contracted CNAs or just offering a higher wage to their own staff and to the positions currently posted. Pritzl noted that they have to find ways to incentivize their own staff and they are working with Human Resources on that part right now.

Evans wanted to know more about the hiring process and wondered if it was quicker and more efficient for it to take place within the CTC rather than going through Human Resources for hiring purposes.

Johnson said that for certain purposes hiring has to go through Human Resources but streamlining that process is being looked at.

Evans highlighted the \$34,494 in savings one more time and said since it had been budgeted for already he would prefer that that money is allocated for a weekend position CNA. Johnson reminded him that the savings that are seen here are not for the CNA position and nothing is being changed in terms of staffing for CNAs for this, but rather, these dollars are to be utilized for the software.

Pritzl summarized that they had 2 different things come together, the accounting supervisor position and HR came to them and said the recruitment issues they've been having relative to their CNA positions is directly due to their scheduling structure. Nobody is losing their jobs he noted, these are all vacant positions.

Some discussion followed as to whether an RN can do CNA work and that option may need to be looked at as there may be a misunderstanding in terms of over qualification and things of that nature.

**Motion by Supervisor Linssen, seconded by Supervisor Brusky, to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.**

10. Executive Director's Report.
  - a. December 2018.

- b. December 2018 – Supplemental.
- c. January 2019.

Pritzl stated that he would answer questions regarding these 3 points as they were part of the Agenda Packet.

Brusky stated she had a question regarding item 1.c. on page 2 in the part of the item that stated "...there has not been a need to go to the main jail." She was confused about this statement.

Community Services Administrator Jenny Hoffman answered that most of the inmates that were being released were from the timeframe where Economic Support can process the applications right downtown at the Work Release Center. The inmates at the main jail may have a release date coming up but then they go back to court and are sentenced for a longer time. Typically they are seeing inmates at the downtown jail or Huber. The release dates are sometimes hard to follow in terms of fluidity but they are more than willing to go out to the main jail if there was a need.

Evans wanted to know more about the Health Department move. He heard rumblings from multiple reliable sources that it is like putting 10 pounds into a 5 pound bag.

Pritzl highlighted the work done by Public Works to give them some space out at Duck Creek. This gave them some staff space out there and the possibility to build a new lab out there. Downside is splitting part of that division out there and bringing some to Sophie. They developed some new clinic rooms and they are also in the process of moving some staff down and they're starting to get into staff expansion while utilizing all the available space possible. He encouraged other people to start looking at the amount of exact physical space they are going to need.

Evans asked about the car seat program.

Destree came up and talked about the dollars that were allocated for the car seat program and how dollars that they have gotten in the past has since dried up. They have since partnered with multiple fire departments so people come there and they get a car seat for a small donation but this isn't a long term plan. Long term goal is to partner with the Center for Childhood Safety and do multiple different things with their service to assist in the car seat program. This is the Center for Childhood Safety also where Safety Town is going to be making it a perfect fit for this program. If somebody comes for a car seat today, they are signed up with either Bellevue or Howard Fire Dept's for one of the scheduled appointments.

Hoyer asked about the 6 vacant positions in the Child Protective Services staff.

He was informed that the supervisor position had been offered and had been filled and the other positions had been offered as well.

Brusky wanted to know if the supervisor was from in the department. It was somebody who was outside the department, specifically from another county.

Pritzl noted that he has met with other counties in recent times in there are very similar narratives from the other counties in the State. He wanted to iterate the fact that their ask as counties, as a collective, to the DCF is for more funding.

Linssen asked a question regarding the Federal Government shutdown and grant funding as a number of grants are paused and some of them have limited funds and things of that nature. Any dates where the books should be looked at based on these issues?

Pritzl informed him that their primary concern at the moment is Foodshare. Participants have been notified that as of March their benefit is 0, meaning there is no funding beyond February unless this can be resolved at the Federal level.

Linssen asked what funds are all at the Federal level.

Pritzl stated which particular funds to be in jeopardy but as long as anything was appropriated prior to the shutdown they are okay through the Federal fiscal year. So much of what they do is Federal fund related such as Child Welfare. He highlighted the fact that Health and Human Services is open at the Federal level. Department of Agriculture is the big one because there was \$2.3 million dollars allocated just to Foodshare just in Brown County in a month.

Destree informed the committee one day after this meeting was the food and hunger task force meeting which pulls together all the pantries including church pantries as well. A plan will be further discussed at that particular meeting.

Pritzl noted the Department of Health Services is doing the best job they can to keep them updated.

Brusky wanted to take a moment to thank Executive Director Erik Pritzl and Deputy Director Jenny Hoffman as they collected some data for her that she was able to present at County Ambassador team day. She also thanked Administration and the Finance Department for the data they presented regarding the \$30 million ask from the Wisconsin Counties Association. This information added an extra punch that undoubtedly caught the eye of the legislature.

Hoyer thanked Brusky for being an ambassador for Brown County.

**Motion by Supervisor Linssen, seconded by Supervisor Brusky, to receive items 10a. through 10c. and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

- 11. Financial Report for Community Treatment Center and Community Services.**
- a. December 2018.**
  - b. January 2019.**

Johnson distributed a handout to the members of the board regarding the Community Treatment Center which he noted was also included in the agenda and welcomed any questions the panel had regarding the handout. The things that are most important to them, he explained, were cost savings and maintaining quality. He wanted to mention one thing on the most recent financial report regarding some additional information under community services. He noted that these two points will be similar in content but there were some additional prior year revenues that they now have a distinct plan for, including CCS cost report settlements for 2017 revenues from that approximate \$840,000, another settlement that the state occasionally settles with the federal government for a number of prior years is anticipated to net Brown County \$600,000. These two revenues along with a balance transfer from CTC to Community Services should cover the significant deficit that Community Services has seen grow in the recent past.

**Motion by Supervisor Evans, seconded by Supervisor Brusky, to receive and place on file 11a. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Motion by Supervisor Brusky, seconded by Supervisor Linssen, to receive and place on file 11b. Vote taken. MOTION CARRIED UNANIMOUSLY.**

- 12. Statistical Reports.**
- a. Monthly CTC Data.**
    - i. Bay Haven Crisis Diversion – November & December 2018.**
    - ii. Nicolet Psychiatric Center – November & December 2018.**
    - iii. CTC Double Shifts – November & December 2018.**
  - b. Child Protection – Child Abuse/Neglect Report – November & December 2018.**
  - c. Monthly Contract Update – December 2018 & January 2019.**

Motion by Supervisor Linssen, seconded by Supervisor Brusky, to suspend the rules and take Items 12a, 12ai, 12aii, 12aiii, 12b & 12c together. Vote taken. MOTION CARRIED UNANIMOUSLY.

Motion by Supervisor Linssen, seconded by Supervisor Evans, to receive and place on file all reports in Items 12a, 12ai, 12aii, 12aiii, 12b & 12c. Vote taken. MOTION CARRIED UNANIMOUSLY.

13. Request for New Non-Continuous and Contract Providers and New Provider Contract – November & December 2018.

Motion by Supervisor Evans, seconded by Supervisor Brusky, to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

Aging & Disability Resource Center – No items.

Syble Hopp – No items.

Veterans Services – No items.

Other

14. Audit of bills.

Motion made by Supervisor Brusky, seconded by Supervisor Linssen to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

15. Such other Matters as Authorized by Law.

Linssen asked that if there was anything with regards to foodshare that Community Services wanted the committee to address at the next meeting that they notify Chair Hoyer ahead of time so it can be added to the agenda.

16. Adjourn.

Motion by Supervisor Evans, seconded by Supervisor Linssen, to adjourn at 7:44pm. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Cayden S. Lasecki  
Administrative Assistant

When a Brown County representative detects a "substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or otherwise injuriously to affect the health of the public", that he/she immediately report that to the Brown County Health Officer and the Brown County Health Department Director.

(Quoted text from Wisconsin Statute Chapter 254 – definition of 'Human Health Hazard')

# HEARING AND VISION PROGRAM PRESENTATION



**Public Health**  
Prevent. Promote. Protect.

**Brown County**  
Health & Human Services

## PRESENTATION AGENDA

- **Welcome and Introductions**

*Anna Destree, MS, Health Officer, Brown County Public Health*

- **Brief Overview of Changes Made to Hearing and Vision Program in 2018-19 School Year**

*Andrea Kressin, MPH, Community Engagement Manager, Brown County Public Health*

- **Remarks from Prevent Blindness**

*Tami Radwill, CEO, Prevent Blindness Wisconsin*

- **Remarks from WI DHS - Division of Public Health**

*Chris Culotta, MPA, Regional Director, Northeast Region*

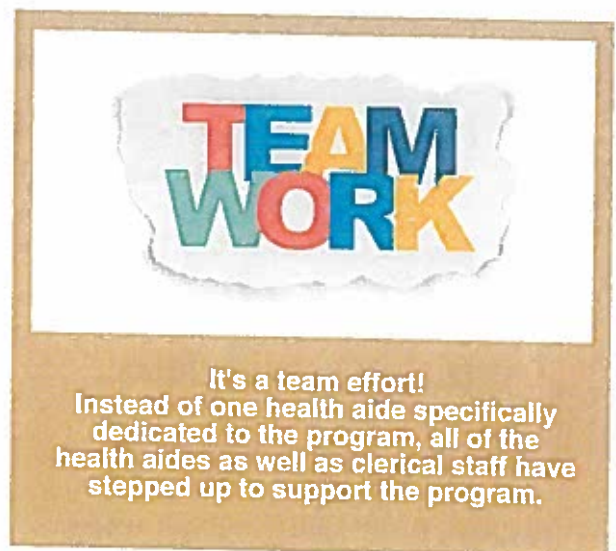
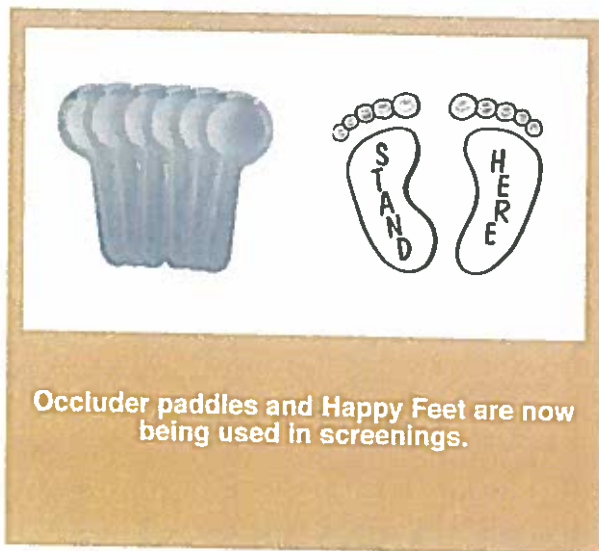
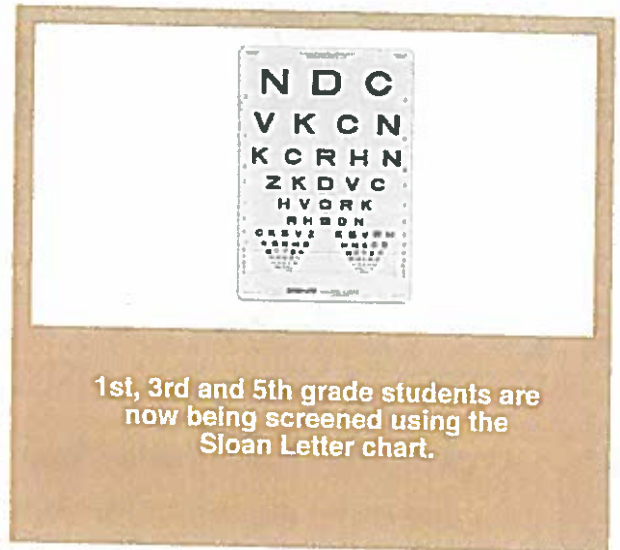
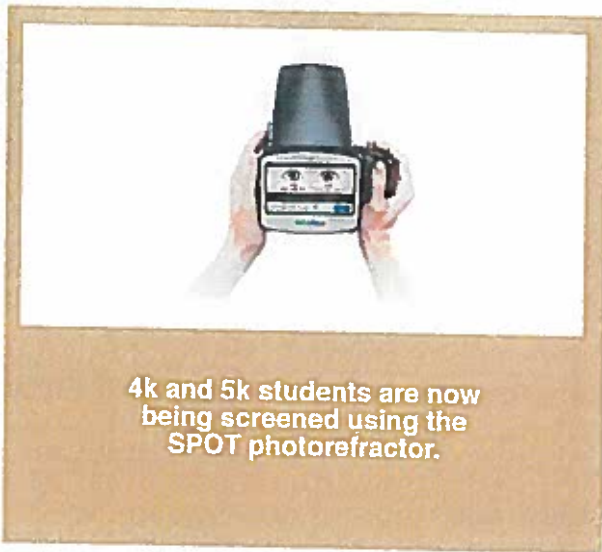
- **Questions/Comments**

## RATIONALE FOR PROGRAM CHANGES IN 2018-19:

- Staffing changes at the end of the 2017-18 school year left the program in need of a temporary solution to ensure that commitments to the schools were met.
- Public Health is being encouraged to move in the direction of ensuring that services are being provided in the community, and enhancing community partnerships (assurance). This includes providing gap-filling services as needed.
- Screening tools are a means of identifying students who need additional testing from a licensed medical professional and do not provide a diagnosis or glasses.
- The same number of children will still be screened for vision problems, but all children will now be screened with an approved screening tool.
- The Hearing and Vision program will continue to screen children at the same grade levels as in previous years: 4k, 5k, 1st, 3rd and 5th grades.

(8)

## PROGRAM CHANGES IN THE 2018-19 SCHOOL YEAR:



### NEXT STEPS:

1. Vision workgroup with community partners
2. Listening sessions with key stakeholders
3. Quality improvement as a focus of the program
4. Health educator to support the program

