



THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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MINUTES OF THE HUMAN SERVICES BOARD

Regular Board Meeting Special Board Meeting Committee Meeting

Type of Committee: Behavioral Health

Date and Time of Meeting: Thursday, March 2, 2017, at 3:30 P.M.

Person Taking Minutes: Michelle Bellile

**Minutes reflect the recorder's notations of actions taken and are subject to approval of the appropriate committee and/or Board.*

Members Present: Jenny Henkel, Dick Johns, Ronald Kressin, Charles Rayala,
Nancy Tauer, Alan VanRaalte

Members Excused: Bill Korrer, Tom Rudolph, Paul Spencer, Jr.

Members Absent: None

Staff Present: Tamara Feest, Chuck Lechmaier, Donna Shimeck

Others Present: Dawn Winqvist, Lon Voils

I. MEETING CONVENED

Chairman Rayala called the meeting to order at 3:30 P.M. It was noted that the agenda has been distributed to all members and that the meeting had been announced in accordance with the Wisconsin Open Meeting Law.

II. APPROVE AGENDA OF CURRENT MEETING

Motion by Tauer, seconded by VanRaalte to:
APPROVE THE AGENDA AS DISTRIBUTED.
All ayes, motion carried.

III. APPROVE PREVIOUS MEETING MINUTES

Motion by VanRaalte, seconded by Tauer to:
APPROVE THE MINUTES AS PRESENTED FROM FEBRUARY 9, 2017.
All ayes, motion carried.

IV. COMMUNICATION AND REPORTS:

Shimeck introduced Chuck Lechmaier, the Behavioral Health Deputy Administrator. Lechmaier started his new position on March 1, 2017. Shimeck discussed Lechmaier's training and defining his role versus Shimeck's role. Shimeck thanked the Committee for approving the position.

Feest provided a Family Care Update. During a recent State meeting, the roles and responsibilities of the various groups in the expansion process were defined.

DHS and the MCOs have the agency provider list. The MCOs will work to develop the provider network and will try to contract with all the providers.

Enrollment counseling is scheduled to begin on April 1, 2017. The ADRCs will meet with clients and explain Family Care and IRIS.

Feest confirmed the agency will roll to Family Care in July. The transition process for Forest County will take approximately one month and all will transition by July 1, 2017. Oneida and Vilas counties will take three months and by October 1, 2017, all will be transitioned.

Feest stated she and Von Oepen are keeping the agency and DD department informed as to the process. Feest stated the MCOs, as well as ICAs are starting hiring recruitment activities.

Feest discussed the agency being contacted about an upcoming supervised released individual. It is the county's responsibility to find housing.

Feest discussed suggested amendments to Senate Bill 5, regarding Chapter 51.45 to also include drugs. Feest stated the concept is good, however, felt some items needed clarification.

V. DEPARTMENT UPDATES

A. Behavioral Health Report

Outpatient AODA is at capacity. As the lead, the agency AODA Therapist is working closely with KOINONIA. Shimeck is hopeful to have a new AODA Therapist start as soon as possible.

Shimeck discussed the KOINONIA contract and proposed changes. Changes included no longer guaranteeing beds and making the term notice match that of the lease which is 120 days. Work continues on ensuring financial information is completed and determining the most appropriate level of care. Shimeck would like Ministry to be trained in utilizing the ASAM so there is consistency across agencies for determining which services will be recommended to Corporation Counsel. Shimeck also recommends that the hospitals contact HSC Staff for setting up placement at KOINONIA for Settlement Agreements and Commitment Orders instead of the hospital calling KOINONIA directly. Shimeck stated that

any voluntary admission will go through the agency AODA counselor to determine if inpatient at KOINONIA is the most appropriate care.

Shimeck will be meeting with DOC the week of March 6th, 2017, to discuss and work through some system issues with the consumer tracking and billing systems.

Shimeck discussed CCS training that occurred on February 21, 2017 with Oneida and Vilas County Department of Social Services. Four applications have already been received. Follow-up with Social Services is needed regarding the impact of signing the application as this action starts the 30-day timeline. Similar training has been scheduled for other providers, the physicians at Ministry and a local group home. Lechmaier expanded on the training efforts for the outside providers. Shimeck and the agency consultant are working towards completing a matrix to help identify when staff is needed based on consumer enrollment and other factors.

The Mendota contract for Dr. Witkovsky has been finalized. His hours will be increasing to twelve per month. The labor dollar savings from the vacant Outpatient nurse position will help offset the cost of the increase in hours.

Shimeck provided an update on the Emergency Services Dementia Grant. Two screeners have completed their Teepa Snow Positive Approach to Care training. Shimeck stated next steps are to meet with the Tri-county collaborators and complete the goals as stated in the work plan.

An additional group home was trained in CRS which means more consumers who qualify can be enrolled with assisted funding.

Shimeck, Chris Hartlep and Lori Collins have been trained in the RedCap, electronic data system, for the Opiate Treatment Grant.

The agency purchased AODA and suicide prevention curriculum for Oneida and Vilas County Social Services. This curriculum will also be used in the truancy court program. An agency Case Manager will become a trained group facilitator in this material and can then offer this services to teens in the CCS program. The Human Service Center will be hosting the training in June 2017.

B. KOINONIA Report

Shimeck distributed the KOINONIA Bed Day Report. Feest suggested a redesign of the Bed Day Report based on beds not being guaranteed and paid for upfront. Feest suggested that screens, detentions, dismissals for Emergency Services be documented and distributed. It was decided no formal action was needed to change the report.

C. Personnel/Position Update

Shimeck reported on the hiring of a CCS/CLTS Service Facilitator. The new employee will start on March 20, 2017 and will first be trained in CLTS. A new CCS Service Facilitator has been hired and is scheduled to start on April 17, 2017. The agency is ready to offer a position to a candidate for an additional CCS Service Facilitator and has extended an offer to fill the AODA Therapist position but is waiting for acceptance.

**VI. WINNEBAGO MENTAL HEALTH INSTITUTE EXPENSE FOR CHAPTER 48:
ACTION ITEM:**

Feest announced that no action was necessary. Feest and Peterson, Chair of The Human Services Board, will be attending the Oneida County Administration meeting on March 13, 2017 as the reimbursement request is scheduled on the agenda.

VII. NEXT MEETING DATE

Thursday, April 6, 2017 at 4:30 P.M.

VIII. ADJOURNMENT

Motion by Henkel, second by Tauer to:

ADJOURN THE MEETING.

Meeting adjourned 4:33 P.M.

Respectfully submitted,

Michelle Bellile
Administrative Assistant