



# THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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## **CORRECTED 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, January 12, 2017, at 4:00 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, Bill Korrer, Ronald Kressin,  
Charles Rayala, Paul Spencer Jr., Nancy Tauer, Alan  
VanRaalte

Members Excused:

Members Absent: None

Staff Present: Tamara Feest, Donna Shimeck

Others Present: Ron Henkel

### **I. MEETING CONVENED**

Chairman Rayala called the meeting to order at 4:00 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, second by VanRaalte to:  
**APPROVE THE AGENDA AS DISTRIBUTED.**  
All ayes, motion carried.

### **III. APPROVE PREVIOUS MEETING MINUTES**

Motion by VanRaalte, second by Spencer Jr., to:  
**APPROVE THE MINUTES AS PRESENTED FROM OCTOBER 13, 2016.**

All ayes, motion carried.

#### **IV. COMMUNICATIONS AND REPORTS**

Feest announced the election of officers for the committee was not included in the January meeting agenda but will be included in February.

Feest updated the committee on the CCS program grievance originally discussed in October 2016. The agency has had several meetings with the State, minor client and parent. Weekly calls with the State continue and no formal response from the agency has been requested by the State. Shimeck added the State has been very pleased with the agency and its progress on process improvement and protocol changes. Shimeck anticipates the State will soon make a decision on when the final telephone call will occur.

Shimeck provided an update on CCS provider trainings. To date, three in-house trainings have taken place. The agency consultant has assisted in facilitating the training sessions. Training sessions have been well received. Oneida and Vilas counties have expressed interest in CCS and its requirements.

Shimeck announced the CST Coordinator resigned in December 2016. Shimeck discussed the State's request to hold the Tri-County CST committee meetings in Vilas County in lieu of holding them in Oneida County. The State wants to ensure there is sufficient representation by Vilas County on the committee. Feest and Shimeck discussed the philosophy of CST and the misinterpretation of it being a program.

#### **V. DEPARTMENT UPDATES**

##### **A. Behavioral Health Report**

Shimeck reported on a potential collaborative relationship with Oneida and Vilas County Social Services regarding the usage of Biomarker tests on complex cases. Shimeck, Dr. Pamela Bean, and all three county Social Services will be exploring this in further detail on a conference call. The agency OWI assessor may administer the tests. Testing costs are \$75.00 for nails and \$129.00 for a nine panel test.

The agency was informed in December that Options Counseling would be closing the Minocqua and Eagle River locations. The last day of operation for both offices was December 31, 2016. This has negatively impacted the availability of services for residents in those areas. Additionally, the agency OWI Assessor would travel to both locations to perform OWI assessments for local residents. Shimeck is working on alternate locations for OWI assessments to be conducted in both areas. Shimeck and Feest discussed ongoing 2017 contract negotiations with regard to the KOINONIA facility and crisis/detox beds and utilization.

Shimeck reported the agency did not qualify for the IDP (Intoxicated Driver Program) grant for 2016.

The contract with the DOC has been finalized. Funds may be used for residential, individual or group therapy and treatment, OWI assessments, and Biomarker testing.

With the recent resignation of the Outpatient Clinic APNP, Dr. Mannem has increased his hours. He is currently carrying a caseload of approximately 300 patients. Due to the increased workload, the clinic's primary focus is on providing psychiatric care for residents on Settlement Agreements, Commitment Orders, and the uninsured. Shimeck has been made aware that Ministry and Marshfield Clinic are not accepting outside referrals for any new patients.

Shimeck discussed a recent \$4,000.00 purchase of prevention training curriculum with funds from the Block grant. The curriculum will be used by Oneida County and Vilas County Departments of Social Services. It has been requested that HSC have an employee complete the training. Shimeck also discussed having received a thank you from the Sokaogon Chippewa Tribe for working with them and providing culturally relevant prevention materials.

Shimeck reported on the progress of the Emergency Services Dementia Grant. Two Service Facilitators attended Teepa Snow dementia training and continue to attend on-line training. Recertification will be necessary each year. The Emergency Services team has also completed on-line dementia training through the UW system. Shimeck noted an increase in calls for Chapter 55's and that suspected dementia clients cannot be held under Chapter 51. Shimeck reported that outreach and training will soon be offered to hospital doctors, jail personnel and law enforcement.

Shimeck continues to finalize the 2017 contracts. Very few remain.

The agency AODA therapist and Shimeck attended a Hope Grant Treatment Path committee meeting. One of the primary goals is to seek a consistent method to assess AODA clients.

Shimeck shared details on the Addiction Assistance Program facilitated by the Eagle River Police Department. The police department was looking for ways to reduce the number of incidents of theft, break-ins, etc., as they relate to addiction. The premise of the program is that residents struggling with addiction can turn over their illicit substances and receive help. Clients in the program are assigned Case Managers and receive referrals for treatment. Clients that do not follow through with the program's requirements may have any pending charges re-instated.

## **B. KOINONIA Report**

Shimeck distributed the year-end Bed Day Report. There was an 87.9% utilization rate and Crisis/Detox bed usage was down. Out of the 1000 beds paid for, only 304 were used. Shimeck and Feest will take this into consideration for the 2017 contract.

**C. Personnel/Position Update**

Shimeck reported the Outpatient Clinic LPN, Christa Kjos resigned in December and went to Aspirus to work with Marleen Bryan, APNP. As a result, the part-time CMA was switched to full-time. It is still unknown if a replacement, part-time RN is needed.

A new CCS Service Facilitator was hired and has begun her training.

The Developmental Disabilities Department has also hired several new staff.

Feest reported several vacancies remain. An additional Service Facilitator, the Behavioral Health Deputy Administrator, the Case Management Assistant position, the part-time AODA therapist, and a CCS/CLTS Service Facilitator position.

There has been internal interest for the Deputy Administrator, Case Management Assistant and part-time AODA therapist. Feest and Shimeck are hopeful to hold interviews this month.

**VI. NEXT MEETING DATE**

Thursday, February 9, 2017 at 3:30 P.M.

**VII. ADJOURNMENT**

Motion by Tauer, second by VanRaalte to:

**ADJOURN THE MEETING.**

Meeting adjourned 5:06 P.M.

Respectfully submitted,

Michelle Bellile  
Administrative Assistant