

Minutes of the Health & Human Services Committee

Wednesday, August 19, 2020

Chair Dondlinger called the meeting to order at 1:00 p.m.

Present: Supervisors Tim Dondlinger, Kathleen Cummings, Jeremy Walz, Jim Batzko, Joel Gaughan, and Ted Wysocki. **Absent:** Steve Whittow.

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, Interim Health & Human Services Deputy Director Lisa Roberts, Compliance Program Coordinator Will Emslie, Administrative Services Manager Randy Setzer, Director of Administration Andrew Thelke, Budget Manager William Duckwitz, Accounting Services Manager Danielle Igielski, and Accounting Services Coordinator Lisa Davis.

Approve Minutes of June 23, 2020

MOTION: Cummings moved, second by Walz to approve the minutes of June 23. Motion carried 6-0.

Chair's Executive Committee Report

Dondlinger said the committee, on July 20, heard a presentation on Waukesha County's Center for Growth and approved several appointments. On August 17, the committee reviewed the proposed scope for the IT project implementation audit and heard an update on IT projects.

Future Meeting Dates

- September 10, 2020 (Capital Projects)
- October 8, 2020 (Budget)
- October 15, 2020

Update on County's Response to COVID-19

Roberts gave an overview of the four sections the County is using to respond to COVID-19 which include education, data management, contact tracing, and testing. Emslie presented the County's updated data dashboard.

Overview of COVID-19 Reimbursement Funds

Thelke, Duckwitz, and Igielski discussed pending funding sources available in response to COVID-19. Additional ordinances will be coming in September to address ongoing funding needs.

Discuss and Consider 175-O-030 Accept the State of Wisconsin Routes to Recovery Grant and Modify Waukesha County's Non-Departmental 2020 Budget to Authorize Grant Expenditures

This ordinance authorizes the County to accept \$6,600,414 of federal CARES Act funding distributed through the Wisconsin Department of Administration's Routes to Recovery Program to respond to the COVID-19 pandemic. This ordinance also appropriates \$5,236,000 of expenditure authority which is net of approximately \$1.4 million of revenues expected to be earned that cover expenditures already in the base budget. The State will reimburse for eligible expenses incurred from March 1, 2020 through October 31, 2020.

Year-to-date, the County has incurred and claimed reimbursement for \$722,713 of eligible costs and incurred another \$327,651 of costs that will be claimed. County administration is requesting to appropriate the entire allocation of \$6,600,414, less the \$1,364,414 that is anticipated to be earned with existing staff time (e.g., EOC, contact tracing, eligible paid sick leave) that is already in the

budget, for a net budget adjustment of \$5,236,000. It is possible that the County will not need to spend the balance of the grant amount before the grant deadline of October 31 and remaining funds will be returned to the State.

The additional expenditure authority would be appropriated in the Non-Departmental General Fund budget and will only be used to fund eligible expenses. It was noted that the pandemic response has consumed considerable amounts of staff time that are ineligible for reimbursement. The Department of Administration will report back on incurred expenditures and reimbursements regularly to the Finance Committee.

Approval of this ordinance will allow the county to cover a significant portion of pandemic response expenses with grant funds, limiting the need to use the \$300,000 of contingency funds approved by the County Board in March. Most of this ordinance results in no direct tax levy impact but replacing desktop computers with laptops to facilitate remote working capabilities will increase the ongoing replacement costs in future years. Departments will need to review their technology inventory and manage increased costs within their future budget requests.

MOTION: Cummings moved, second by Gaughan to approve Ordinance 175-O-030. Motion carried 6-0.

Discuss and Consider 175-O-034 Modify the Department of Health and Human Services 2020 Budget to Accept the CARES COVID-19 Planning Grant Funding and Appropriate Additional Expenditures

Davis discussed this ordinance which authorizes the Department of Health and Human Services to accept \$30,000 of federal CARES Act funding provided through the Wisconsin Department of Health Services to update the County's Public Health Preparedness Pandemic Plan. The updated plan will focus on support for local infrastructure to conduct disease investigations, policy on isolation of positive cases, and how to expand local contact tracing so that people in contact with probable case individuals are identified and monitored where appropriate. This ordinance appropriates \$30,000 of operating expenditure authority for contracted assistance needed to update the plan. This ordinance has no levy impact.

MOTION: Gaughan moved, second by Cummings to approve Ordinance 175-O-034. Motion carried 6-0.

Discuss and Consider 175-O-032 Modify the Department of Health and Human Services 2020 Budget to Accept the ADRC Critical Relief Funds for COVID-19 Pandemic Response Funding and Appropriate Additional Expenditures

Davis and Smith discussed this ordinance which authorizes the Department of Health and Human Services Aging and Disability Resource Center division to accept \$34,892 of federal grant funds from the US Department of Human Services Administration for Community Living. The Department intends to use these funds to provide laptops to ADRC staff to be able to work remotely while serving clients accessing ADRC services. Replacing desktop computers with laptops will increase the ongoing replacement costs in future years and potentially have a tax levy impact. Departments will need to review their technology inventory and manage increased costs within their future budget requests.

MOTION: Cummings moved, second by Batzko to approve Ordinance 175-O-032. Motion carried 6-0.

Discuss and Consider 175-O-033 Modify the Department of Health and Human Services 2020 Budget to Appropriate Expenditures for Aging and Disability Resource Center and Increase General Government Revenue

Davis and Smith were present to discuss this ordinance which authorizes the Department of Health and Human Services to increase operating expenditure appropriations by \$34,892 for the carryover of funding from 2019 to 2020 to improve technology capability in the Human Services Center to provide virtual community presentations and better serve staff and committees in their support of the ADRC services offered. The Department intends to use these funds to upgrade the Human Services Board Room to enable audio and visual capability while having virtual meetings. This ordinance has no levy impact.

MOTION: Walz moved, second by Cummings to approve Ordinance 175-O-033. Motion carried 6-0.

Discuss and Consider 175-O-038 Modify the Department of Health and Human Services 2020 Budget to Accept the ADRC Family First Coronavirus Response Act Funding and Appropriate Additional Expenditures

Davis and Smith discussed this ordinance which authorizes the Department of Health and Human Services to accept \$193,229 of Family First Coronavirus Response Act (FFCRA) funding from the US Department of Health and Human Services Administration Special Programs for the Aging. This funding was made available to provide meal options to individuals that previously attended the congregate meal sites hosted by the Health and Human Services Aging and Disability Resource Center Division. The Department intends to use these funds to purchase and deliver shelf stable meals (that can last recipients a week) which will be delivered to homebound older citizens. This funding is intended to cover the higher cost to provide shelf stable meals than serving citizens at the congregate meal sites. This ordinance results in no direct levy impact.

MOTION: Walz moved, second by Batzko to approve Ordinance 175-O-038. Motion carried 6-0.

Discuss and Consider 175-O-035 Modify the Department of Health and Human Services 2020 Budget to Accept the Collaborative Crisis Intervention Services to Youth (CCISY) Grant Funding and Appropriate Additional Expenditures

Davis discussed this ordinance which authorizes the Department of Health and Human Services to accept and appropriate \$68,173 of Collaborative Crisis Intervention Services to Youth (CCISY) grant funding from the State of Wisconsin Department of Health Services which seeks to work with youth, community providers and law enforcement to educate residents about suicide prevention and mental health services and support youth in Waukesha County. This funding is a one-year extension of a five-year grant that had been allocated in prior budget years. The Department plans to use the funding to contract with an outside consultant to provide suicide education and prevention training to community partners.

MOTION: Cummings moved, second by Walz to approve Ordinance 175-O-035. Motion carried 6-0.

Discuss and Consider 175-O-036 Modify the Department of Health and Human Services 2020 Budget to Accept COVID Behavioral Health Part 1 Funding and Appropriate Additional Expenditures

Davis and Kettler discussed this ordinance which authorizes the Department of Health and Human Services to accept COVID Behavioral Health federal funding from the US Department of Health and Human Services to provide additional support to clients with non-Serious Mental Illness, enhanced telehealth capabilities, and streamline admissions of individuals with Serious Mental Illness to the Community Support Program (CSP) and Comprehensive Community Services (CCS).

The Department indicates that it intends to use the grant funds to hire a limited term employee Licensed Clinical Therapist for \$13,271, purchase laptops for outpatient CSP staff to enable telehealth capabilities for \$41,390, obtain a contracted certified peer specialist for \$8,430, and other miscellaneous costs of \$6,309. Replacing desktop computers with laptops will increase the ongoing replacement costs in future years and potentially have a tax levy impact. Departments will need to review their technology inventory and manage increased costs within their future budget requests.

MOTION: Cummings moved, second by Wysocki to approve Ordinance 175-O-036. Motion carried 6-0.

Discuss and Consider 175-O-037 Modify the Department of Health and Human Services 2020 Budget to Accept State Opioid Response Grant Funding and Appropriate Additional Expenditures

Davis and Kettler discussed this ordinance which authorizes the Department of Health and Human Services to accept State Opioid Response grant funding from the Department of Health Services and appropriate \$84,366 in expenditures to provide treatment to individuals with substance abuse disorders, which was received above what was already included in the 2020 adopted budget. The Department indicates that it intends to use the grant to expand case management and wrap around contracted services, medication assisted treatment options, residential treatment, intensive outpatient treatment, and intensive outpatient treatment to individuals with substance abuse. There is no levy impact for this ordinance.

MOTION: Wysocki moved, second by Gaughan to approve Ordinance 175-O-037. Motion carried 6-0.

Discuss and Consider 175-O-031 Modify the Department of Health and Human Services 2020 Budget to Accept the Urban Black and Hispanic Grant Funding and Appropriate Additional Expenditures

Davis and Kettler discussed this ordinance which authorizes the Department of Health and Human Services to accept federal Substance Use Prevention and Treatment Block Grant funding from the US Department of Health and Human Services and appropriate \$100,000 in expenditures to educate minority populations in Waukesha County about substance use services and recovery support available. The Department indicates that it intends to use the grant to provide substance use treatment to uninsured or underinsured minority residents using trauma informed care principles and utilizing interpreter services when needed. In addition, the Department plans to use grant funds to provide training for department staff members including cultural humility and provide outreach brochures in multiple languages. This ordinance results in no direct levy impact.

MOTION: Walz moved, second by Batzko to approve Ordinance 175-O-031. Motion carried 6-0.

Legislative Update

Ignatowski updated the committee on the recent executive order and election results.

MOTION: Walz moved, second by Cummings to adjourn at 2:40 p.m. Motion carried 6-0.

Respectfully submitted,

Jeremy Walz

Jeremy Walz
Secretary