



**WRIGHT COUNTY
HEALTH & HUMAN SERVICES
BOARD AGENDA**

February 22, 2021

Board of Commissioners:

Christine Husom - District 1
Derek Vetsch - District 2
Mark Daleiden - District 3
Mary Wetter - District 4
Michael Kaczmarek - District 5

- I. 1:30 P.M. PLEDGE OF ALLEGIANCE
- II. MINUTES - DISPENSE WITH READING. APPROVE AS WRITTEN/REVISED
 - A. 2021-02-08 HHS BOARD MINUTES (DRAFT)

Documents:

[2021-02-08 HHS BOARD.PDF](#)

- III. REVIEW & APPROVAL OF AGENDA
- IV. REGULAR AGENDA
 - A. SOCIAL SERVICES/PUBLIC HEALTH/FINANCIAL SERVICES
 1. DISCUSSION: FIVE-YEAR WIC CONTRACT (JAMI GOODRUM SCHWARTZ, SARAH GROSSHUESCH, 20 MINUTES)

Documents:

[WIC SWOT.PDF](#)

- V. ADMINISTRATION
 - A. DIRECTOR'S COMMENTS



BOARD MINUTES

WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

February 8, 2021

DATE APPROVED:

Christine Husom,	District 1
Darek Vetsch,	District 2
Mark Daleiden,	District 3
Mary Wetter,	District 4
Michael Kaczmarek,	District 5

THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE HHS BOARD

I. PLEDGE OF ALLEGIANCE

The Wright County Health & Human Services Board met in regular session at 1:30 p.m. with Husom, Vetsch, Daleiden (remote), Wetter-and Kaczmarek present. Chair Vetsch called the meeting to order.

STAFF PRESENT:

Christine Partlow, Business Manager
Christine Treichler, Social Services Supervisor (remote)
Diane Erkens, Social Services Supervisor (remote)
Eleanor Vanasse, Public Health Nurse (remote)
Jami Goodrum Schwartz, Director
Jessica Littrell, Social Worker (remote)
Jill Pooler, Social Services Manager
Joel Torkelson, Public Health Planner (remote)
Karen Popken, Child Support Supervisor (remote)
Kimberly Johnson, Financial Services Manager
Kimberly Kieser, Lead Eligibility Specialist (remote)
Lee Kelly, County Administrator (remote)
Mason Coaty, Information Systems Specialist
Michelle Czech, Financial Services Supervisor
Michelle Miller, Social Services Manager (remote)
Noami Blomberg, Administrative Specialist
Sarah Dearhamer, Case Aide
Sarah Grosshuesch, Public Health Director (remote)
Stephanie-Bridgette Wiley, Financial Services Supervisor
Tammi Martens, Financial Services Supervisor (remote)

OTHER:

Eric Nagel, WCCA, Wright County Mental Health Advisory Council Chair (remote)
Eric Sage, True Friends Senior Director of Program Services (remote)

II. MINUTES APPROVAL

ACTION: Husom moved, Wetter second, to approve the January 11, 2021 minutes. Motion carried 5-0.

III. REVIEW AND APPROVAL OF AGENDA

ACTION: Husom moved, Kaczmarek second, to approve the agenda. Motion carried.

IV. CONSENT AGENDA

- a. AUTHORIZE LETTER IN SUPPORT OF *TRUE FRIENDS* TO OPEN A NEW DAY TRAINING & HABILITATION (DT&H) FACILITY IN ANNANDALE WITH A CAPACITY FOR UP TO 20 INDIVIDUALS
- b. ACCEPT PUBLIC HEALTH TASK FORCE APPLICATIONS
 - i. Eric Bailey – District 1

ii. Ann Bajari – District 5

ACTION: Husom moved to pull *item a* from the consent agenda for discussion with Eric Sage from True Friends. Daleiden seconded. Motion to pull *item a* and approve *item b* carried 5-0.

Eric Sage, *True Friends* Senior Director of Programs Services, gave a background on its operations and its request to expand Day Training and Habilitation (DT&H) services in Wright County, increasing service options for county residents.

ACTION: Husom moved, Wetter second, to authorize the Wright County Letter of Support for True Friends application to open a DT&H facility in Annandale. Motion carried 5-0.

V. NEW HIRE

- a. Sarah Dearhamer, Case Aide, Health Care Team, January 15, 2021

VI. EMPLOYEE OF THE MONTH – MARCH

Jessica Littrell is March Employee of the Month.

VII. REGULAR AGENDA

A. Social Services/Public Health/Financial Services

1. PRESENTATION: 2021 MENTAL HEALTH ADVISORY COUNCIL UNMET NEEDS REPORT (ERIC NAGEL)

Mental Health Advisory Council (MHAC) Chair Eric Nagel outlined the identified unmet mental health needs. The Council earlier sought foster provider representation in the committee – a successful campaign. MHAC discussed forming a coalition of food shelves via mobile food service outreach in response to the pandemic and ongoing food security needs. Vetsch emphasized the need for Wright County to increase information awareness on service options available to clients such as transportation, opening the discussion on the use of Uber Lyft and other transportation services.

ACTION: Husom moved, Kaczmarek second, to accept the 2021 MHAC Unmet Needs Report. Motion carried 5-0.

2. UPDATE: COVID 19 VACCINES (JOEL TORKELESON, ELEANOR VANASSE)

As of Friday, February 5, Public Health administered 1,570 doses; 1,400 were for first doses, 170 second doses. Public Health requests from Minnesota Department of Health (MDH) a specified amount of dosage allotment for the following week's use; supplies received were less than the number requested. Vaccine supply is still very limited, and WCPH is finishing Phase 1a. This week will see the second half of Phase 1a completed and priority group 1b started.

Public Health reported an improved collaboration with health care providers in the last few weeks, in addition to successful partnership with law enforcement and the Highway Department for the use of their building. Public Health invited Board members to visit the clinic operations at the Highway Building. WCPH is using Acuity to schedule appointments when vaccine is available, encouraging the public to schedule an appointment online via the county website or call the Public Health office to secure an appointment or, be placed on the waiting list if internet access is not available.

3. UPDATE: CASE BANKING IN FINANCIAL SERVICES (KIMBERLY JOHNSON, MICHELLE CZECH, STEPHANIE-BRIDGETTE WILEY)

Financial Services transitioned to case banking on February 1 to improve client service, workload management, performance measures and to simplify operations within each team. After a successful switch to case banking in Long-Term Care team two years ago and in consultation with other counties using the system, the Family and Adult Services formed a committee to study and draft the proposal, endorsing the case banking case management to be a better system in achieving the Agency's

customer service-first mission as compared to individual case management. Citing an example, clients, no longer tied to an assigned worker, will experience immediate access to a county case manager, resolving issues more expediently.

4. INFORMATION: 2021-01-27 HHS ADVISORY COMMITTEE MEETING MINUTES
(JAMI GOODRUM SCHWARTZ)

The HHS Advisory Committee was scheduled to elect its officers but did not reach a quorum; election was postponed until the next meeting.

B. Administration

1. 2020 4th QUARTER FINANCIAL REPORT

The budget is at 100 percent of the year, with revenues at 98 percent – this includes the \$1.8M transfer-in from the Compensation and Class study. The expenditures are at 95 percent – still waiting for the \$2M CARES Act funding to be transferred in.

The Income Maintenance Random Moment Study (IMRMS) revenue dropped slightly at 52 percent compared to 53.6 percent from previous four quarters. Last year saw a \$3.02M revenue, shy of the projected \$3.4M budget. HHS saw a drop of reimbursement rates around the same time when the State release new guidelines and training in April 2020 – the Agency is determining whether this was a factor in the decrease or whether it was the shift of activities during COVID19 that influenced the reduction.

The Social Services Time Study is at \$2.09M for 2020. The expenditures increased approximately \$1.2M compared to 2019, with revenue dropping from 18.9 percent to 17.1, amounting to \$227K revenue loss.

The Targeted Case Management reported almost \$1.2M in revenue.

Waivers reflected positive results in 2020, having targeted a threshold of 63 percent of staff time dedicated to billable services.

Public Health ended positively with a \$1.97M revenue in 2020, compared to \$1.9M in 2019, even while needing to redirect staff activities this year during the pandemic.

2. DIRECTOR COMMENTS

The HHS Board switched to electronic version of agenda packet distribution effective immediately, this is in line with what County Administration is practicing.

HHS is considering a move from two home nursing programs (NFP and HFA) to one program called Maternal Early Childhood Sustained Home-Visiting (MECSH) to maintain standards, consistency and improved supervision of staff and families receiving services.

There is an increase in Public Health Nurse home visit reimbursements for UCare from \$140 to \$180 per visit – this will be reflected in the 2021 budget.

HHS, along with Functional Industries and the Central MN Mental Health Center provided a letter in support of Minnesota's application to receive technical assistance through the ODEP-sponsored Advancing State Policy Integration for Recovery and Employment (ASPIRE) initiative.

The County Administrator approved work-hour change from .5 to 1.0 FTE for one Public Health Nurse (PHN) position in Assessment Services. This authorization tentatively ends by May 31, 2021.

Leveraging existing staff, HHS formed an Integrated Services team to provide a broad and universal new intake process to assess and determine client needs, reducing barriers to service access. This has been discussed for several years, and with the rollout of a new call center, the Agency concluded the time was right to introduce Integrated Services.

HHS will discuss WIC services at the February 22 HHS Board meeting.

The meeting adjourned 3:02 p.m.

Minutes submitted by Naomi Blomberg, Administrative Specialist

DRAFT

Analysis of WCHHS' Control of Right of First Refusal for WIC with MDH

The Federal WIC program is nutrition education program for financially eligible women and their young children. It is operated locally through grants administered by the Minnesota Department of Health. WIC grants are awarded every 5 years with counties being the deciding entity about who provide the services. There are currently only three counties who do not operate WIC as part of their Health and Human Services Programs, Scott, Carver and Wright. The WIC grant in Wright County is awarded to Wright County Community Action (WCCA) and has been for many years. The grant amount in 2021 is approximately \$375,000. We are asking the board to provide direction on the upcoming 5-year contract cycle. This SWOT addresses the pros and cons of WCHHS maintaining the WIC program.

STRENGTHS (+)	WEAKNESSES (-)
<ul style="list-style-type: none"> ▪ Ability to leverage existing staff ▪ Programming aligns with SHIP goals with experienced staff in nutrition education ▪ Client's eligible for multiple programs administered by HHS, increasing customer's self sufficiency ▪ Ability to have more services centrally located ▪ Budget neutral ▪ Access to services in new GC is generally convenient to all areas of the County ▪ Significant inroads possible to reach families through county coordination/integrated services approach, better saturation of county at-risk population 	<ul style="list-style-type: none"> ▪ Wright County is one of a very few counties in Minnesota not providing this service, we do not have the built-in historical knowledge of counties that have been providing this service all along ▪ Adding new programming during pandemic adds additional stress
EXTERNAL FACTORS	
OPPORTUNITIES (+)	THREATS (-)
<ul style="list-style-type: none"> ▪ Ability to find efficiencies with multi-county program if directed ▪ Braid resources and supports for families in common with other HHS programs ▪ One stop services for clients ▪ Existing WOW van model lends itself to clinics across the county ▪ Current WIC program has a federal waiver that has resulted in increased enrollment ▪ Waiver for in person allows for flexibility in starting new program ▪ Leverage existing relationships with early childhood and childcare to increase outreach ▪ Unique wrap around services available to families such as Children's Mental Health Outreach social worker on staff ▪ Leverage Child and Teen Checkup funded staff time to meet WIC deliverables 	<ul style="list-style-type: none"> ▪ Significant impact to WCCA funding ▪ As right of first refusal program could default to the county if WCCA isn't able to provide program in the future, requiring HHS to quickly add programming without benefit of planning ▪ Anticipated loss of Child and Teen Checkup funding will reduce Wright County and WCCA(subgrantee) ▪ May alter relationship with community partner ▪ Pandemic has led to uncertain economic environment for non-profits