



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
FAX 608-269-8747
www.co.monroe.wi.us

AMENDED NOTICE OF MEETING

COMMITTEE: ADMINISTRATION &
PERSONNEL COMMITTEE
TIME: 9:00 a.m.
PLACE: Monroe County Justice Center
Monroe County Board Assembly Room
South Side/Oak Street Entrance
1st Floor – Room #1200
112 South Court Street
Sparta, WI 54656
DATE: Tuesday November 8, 2022

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next month's Meeting Date/Time
3. Minutes Approval of October 11, 2022
4. 9-1-1 Communications Center Director Position
5. Information Technology Director Report
6. Personnel Director Report
7. Child Support
 - a. WCSEA County of the Year Award
 - b. WCSEA President
 - c. Child Support Performance
 - d. Director Report
8. Resolution(s) – Discussion/Action
 - a. Resolution to Request that State Funding for County Child Support Agencies Be Increased By \$5 Million GPR in Each Fiscal Year of the 2023-25 Wisconsin State Budget
 - b. Resolution Eliminating a Community Support Program Case Manager and Authorizing a Comprehensive Community Services Social Worker Position
 - c. Resolution to Amend County Board Rule 3J
9. County Administrator
 - a. Cell Phone Carrier
 - b. County Administrator Report
10. Next Month's Agenda Items
11. Adjournment

Wallace Habegger, Committee Chair
Date notices mailed: November 4, 2022

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.



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Wallace Habhegger, Committee Chair

Date notices mailed: November 2, 2022

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Administration & Personnel Committee
October 11, 2022

Present: Wallace Habhegger, Jason Jandt, Toni Wissestad, James Kuhn, Todd Sparks
Others: Rick Folkedahl, Tracy Thorsen, Lisa Aldinger-Hamblin, Hannah Olsen, Adrian Lockington, Ed Smudde, Bob Micheel, Deb Brandt, Wes Revels, Chris Weaver, David Ohnstad

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Wallace Habhegger.

- Next Month's Meeting Date/Time – The next meeting is November 8, 2022 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Jason Jandt second by James Kuhn to approve the September 13, 2022 minutes. Carried 5-0.
- Rick Folkedahl provided the Information Technology Director Report.
- Personnel Director
 - a. Resolution –
Resolution Authorizing the Establishment of a Full-Time Agronomist Position within the Land Conservation Department – Motion by Jason Jandt second by Todd Sparks to adopt resolution. Bob Micheel, Land Conservation Director explained creation of a full-time Agronomist position to replace the UW-Extension Livestock/Ag Agent. Discussion. Bob Micheel explained that if the 45% funding source from the WEDC, RCP or NRCS is not obtained, the position will not be created. Carried 5-0.

Resolution Authorizing Changes to the Monroe County Personnel Policy Manual, Adoption and Compensation Plan - Motion by James Kuhn second by Toni Wissestad to adopt resolution. Ed Smudde explained that the motions approved by the committee at the last meeting have been reflected in the policy. Discussion. Sheriff Wes Revels explained that the policy language covers uniform allowance for mutual aid, assisting another and or grant reimbursement but the policy doesn't explain emergency situations. The Sheriff provided committee members with suggested language change. David Ohnstad, Highway Commissioner explained the need for comp-time payout for emergency hours. Discussion. Ed Smudde, Personnel Director explained that the committee will need to determine how to move forward whether it is (1) in the form of a stipen; (2) pay the emergency hours out; (3) keep the policy as it is; (4) something different. Discussion. Motion by Supervisor Habhegger second by Supervisor Wissestad to amend the policy as follows:

Section 4.27(4)(a)(5)

Delete:

5. The Highway Patrol Superintendent and Highway Supervisor will be compensated at the straight hourly pay rate with one hour for each hour of emergency comp time acquired on weekends and holidays per Resolution 89-84, November 8, 1989.

Add:

5. The salaries paid to FLSA Exempt employees are generally intended to compensate for the total responsibilities of the position regardless of the number of hours worked; however, circumstances may exist where hour for hour payment or accrual of compensatory time is appropriate.
 - a. The additional hours are generated in required response to an unscheduled event or cause beyond the control of the employee or employee's department and occurring outside the regularly scheduled work day and to which response cannot be reasonably delayed (example: response to weather-or climate-related events; response to structure damage or failure; response to traffic incident, crash or recovery; response to civic emergency; response to fire or natural disaster; response to technical or mechanical building emergency, and other specific events not listed).

This exemption is not available to respond to a matter to supplement staff coverage due to a staffing shortage.

- b. If any such event were to occur, the determination of the emergency authorization would be the responsibility of the department head or elected official, and they would report this to the Personnel Department.

The discussion continued. Call the question by Jason Jandt second by Toni Wissestad. The discussion ended. The motion to amend passed 3 yes, 2 no. The resolution as amended passed 4 yes, 1 no.

- b. Health Insurance 2023 Premium Rate Establishment – Ed Smudde provided members with the 2023 Health Insurance suggested premium rate. Deductibles will remain the same at \$2,000 single / \$4,000 family. The full time single employee portion increase is \$21.56 per month; full time family employee portion is \$34.78 per month. Discussion. Motion by James Kuhn second by Jason Jandt to approve 2023 health insurance premium rates, deductibles to remain the same. Carried 5-0.
 - c. Dental Insurance 2023 Premium Rate Establishment – Ed Smudde provided members with the 2023 Dental Insurance suggested premium rate. The full time single employee portion increase is \$.28 per month; full time family employee portion is \$.88 per month. Discussion. Motion by Toni Wissestad second by Jason Jandt to approve 2023 dental insurance premium rates. Carried 5-0.
 - d. Ed Smudde provided the monthly Personnel Directors report.
- Conference Policy – Shelley Bohl, Monroe County Clerk explained that one County Board Supervisor did not attend the annual WCA Conference. This also happened the prior year. The cost of the annual conference is \$175.00 each year. Should the county develop a policy moving forward so that if a conference is not attended, that the Supervisor pay for the conference? Discussion. It was the consensus of the committee to have the Monroe County Board Chair speak directly with the Supervisor regarding the missed meetings. The committee felt a policy is not needed.
 - Next Month's Agenda Items: to be determined.
 - Chair Wallace Habegger adjourned the meeting at 11:15 a.m.

Shelley Bohl, Monroe County Clerk
Recorder



WISCONSIN CHILD SUPPORT ENFORCEMENT ASSOCIATION (WCSEA) County of the year

A County/Tribal Child Support Agency as a whole who enhanced or strengthened the Child Support Program. Activities where this county exceeds the expectations of County/Tribal Child Support operations might include: New and innovative ideas and approaches leading to increased efficiency or performance, New and innovative program cost-saving measures, Community awareness program – development and implementation, Inter-Agency and/or Intra-Agency cooperation initiative, or any other notable improvements

2022 Wisconsin Child Support Enforcement Association

Awards Nomination Form

Your Contact Information

First and Last Name: Denise Shervey

Agency Name: Chippewa County Child Support

Select the Category you are nominating: Agency of the Year

Person's Name or Agency you are nominating:

Monroe County

Their County:

Monroe

Dates of Service and Positions Held:

N/A

For all Hall of Fame Nominations, please provide the current mailing address for your nominee:

N/A

Written Information to support your nomination:

(This may be written in the below section or attached with this form)

Will you be attaching additional information: Yes No

I am submitting a supporting nomination for the Monroe County Child Support staff for the 2022 award of WCSEA Agency of the Year. The Monroe County Child Support Agency dealt with a unique situation in 2021 that developed as a result of the placement of Afghan refugees at Fort McCoy in Monroe County. When the refugee families were enrolled in public assistance this created a large influx of case referrals that presented several unique obstacles for case establishment. The agency worked through numerous local, state, and federal sources to resolve issues. The other reason I support the nomination is based on the staff supporting their Director as the WCSEA President. The position requires much of the Directors time be spent on WCSEA functions and meetings. What the WCSEA

President does is for the greater good of the program, but it is often at the sacrifice of time to their agency functions and staff. This nomination is a way to express appreciation for the dedication and hard work of our current WCSFA President and her staff.

**Please submit completed form and any attachments to Shelly Hatch at
shatch@burnettcounty.org**

2022 Wisconsin Child Support Enforcement Association

Awards Nomination Form

Your First and Last Name:

Pamela Pipkin

Your Agency Name:

Monroe County

Your Email Address :

Pamela.Pipkin@co.monroe.wi.us

Your Phone Number:

16082698809

Select the Category you are nominating:

Legislator
Judicial Officer
Child Support Agency
State Employee
WCSEA Member
Child Support Management Employee
Child Support Worker
Child Support Attorney
Hall of Fame

Person's Name or Agency your are nominating:

Monroe County Child Support Agency

Their County:

Monroe County

Dates of Services and Positions Held:

For all Hall of Fame Nominations, please provide the current mailing address for your nominee:



Monroe County Corporation Counsel Office

112 South Court Street, Room 2001
Sparta, Wisconsin 54656

608-269-8891 *phone*
608-269-8970 *fax*
corpcounseldept@co.monroe.wi.us

Lisa Aldinger Hamblin, Attorney
Samantha Wright, Assistant

May 31, 2022

Dear WSCEA Nominating Committee:

It is my pleasure to recommend the Monroe County Child Support Agency (Jenny Gordee-16 years, Jennifer Noack-8 years, Bonnie Peters-27 years, Benjamin Schock-new hire, Wendy Swenson-2 years, Janice Streeter-8 years, and Pam Pipkin-33 years) as the WCSEA County of the Year. I have worked with the staff in the Monroe County Child Support Agency since 2015 when I started as the Assistant Corporation Counsel. I found the staff to be steadfast and valuable co-workers with a wealth of knowledge and extremely helpful.

I became the Corporation Counsel in 2021. There was a difficult time maintaining an Assistant Corporation Counsel so there was a lot of fluctuation in who was handling the child support cases. From the start of my time as Corporation Counsel, the staff at the child support agency proved to be an asset by providing the attorney handling the child support cases with a fundamental understanding of the Monroe County policies and procedures that governed the county's approach to child support cases.

Each specialist did an exemplary job providing notes and case updates to the attorney handling the cases. They all went above and beyond to make sure that there was clear and consistent case management throughout these struggles. In addition, the staff within the child support agency work independently and maintain a high level of customer service.

The staff within the child support agency quickly earned my confidence with their knowledge of legal processes and how to prepare a case for presentation in court. They have maintained that level of confidence through difficult times. Beyond what has already been mentioned, they addressed the Afghan Refugee situation at Ft. McCoy, work with drug court participants, and have a solid relationship with Workforce Connections. Their attention to detail is exemplary and their organizational skills are an asset to Monroe County.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Aldinger Hamblin".

Lisa Aldinger Hamblin

Monroe County Corporation Counsel



May 27, 2022

Wisconsin Child Support Enforcement Association

RE: Monroe County CSA Nomination Support for 2022 WCSEA County of the Year

Dear WCSEA,

The Monroe County Child Support Agency (CSA) exemplifies the County of the Year award description. The Bureau of Regional Operation (BRO) Western Region staff would like to submit this letter of support for the CSA's nomination.

Under CSA Director Pam Pipkin's leadership and longevity, the CSA provides excellent service to their participants, models strength to fellow CSAs and colleagues, and enthusiastically collaborates often. It is also important to note the CSA's leadership and line staff success have excelled while CSA Director Pam has also held and carried out the roles of WCSEA Vice President in 2019 and WCSEA President since 2020. This work necessitates a great deal of time on top of her regular duties, and displays passion and commitment to the CS Program. A few examples of the CSA's great work are below.

A fellow Western Region CSA needed Intergovernmental Assistance in late 2021. Case Specialist Jennifer Noack stepped up to assist. CSA staff have also navigated the recent loss of their Corporation Counsel child support attorney, which created an opportunity for staff to overcome challenges and shine in their efforts to keep multiple attorneys apprised and prepared for hearings.

In 2021 and 2022, the CSA partnered with the Department of Children and Families (DCF) to provide services to the Afghan Refugee guests at Fort McCoy. Jamie Fawcett, the Western Region BRO Area Administrator, had the following to say about the CSA's tireless work for these guests:

"Pam and her staff worked diligently to make sure the Afghan Refugee guests, who were relocated to Fort McCoy in Monroe County, were served appropriately and with kindness and respect. The Monroe Child Support team were instrumental in making sure all cases were processed correctly and closed properly and timely. Pam worked closely with the DCF Leadership Team, the Fort McCoy Liaison, and the interpreter to assist Afghani parents and in particular pregnant mothers. Pam researched and kept track of all potential cases, devising

helpful tools that would assist in correct information being shared and communicated with all parties on a consistent basis. This was vital to the goal of streamlining processes while making certain Child Support guidelines were being followed. At one point in "Operation Allies Welcome", there were 397 pregnant mothers. It was crucial to determine and continuously track how many of these pregnant mothers could or were likely to be engaged with the Child Support Department. Pam and her team always came to the table with an "I can" attitude, even though the additional influx of work was substantial."

Additionally, the CSA is closely engaged with the W-2 Agency Workforce Connections (WCI) and the Child Support Liaison (CSL) Andrea Brownlee. As a New Director Mentor, Pam presented to the 2021 New Director Orientation attendees with Andrea to describe the challenges and eventual successes found through collaboration, including welcoming Andrea onsite at court hearings. The Monroe Co. CSA staff are leaders with NCP referrals to their CSL.

Respectfully, I submit this letter of support to nominate the Monroe County CSA for the 2022 WCSEA County of the Year Award, and appreciate your consideration!

Amie Geissler

Amie Geissler
BRO Human Services Child Support Coordinator
610 Gibson Street, Suite 2
Eau Claire, WI 54701-2626

Cc: Jamie Fawcett, Western Region BRO Area Administrator



MONROE COUNTY

124 N Court Street, Sparta, WI 54656

Cedric Schnitzler, Board Chair
Email: District.01@co.monroe.wi.us
Phone: 608-269-5228

Tina Osterberg, Administrator
Email: Tina.Osterberg@co.monroe.wi.us
Phone: 608-269-8944

May 24, 2022

Dear Awards/Nomination Committee:

As the Monroe County Board Chair and County Administrator it is a privilege to write a letter of support for the Monroe County Child Support Agency to be nominated for WCSEA County of the Year. We have both had the privilege to work with the Monroe County Child Support Agency Director for a number of years. In 2021, the Agency was faced with many added challenges and excelled at not only maintaining but improving services and relationships.

We witnessed the exceptional work of the Monroe County Child Support staff when met with the added challenges of assisting the Afghan Guests during a very important time in their new lives in the United States. They made sure not only to work across County Department lines, but State and Federal Agency lines to ensure all cases were reviewed and appropriately processed for each unique situation. Monroe County Child Support Director Pam Pipkin worked closely with key partners to ensure all cases were processed as efficiently as possible. With the tremendous amount of dedicated teamwork, it has made a lasting impact on the lives of many of the new guests. The care and effort in which this department carried out their duty was impeccable.

Our long term attorney specializing in child support hearings left the county leaving a void that was filled by the child support staff picking up portions of those duties for several months as well. The staff put in extra effort to ensure the clients received the same exceptional services that they have come to know in the Monroe County Child Support Agency.

Outreach and collaboration with multiple partners such as Monroe County Drug Court, victims of domestic abuse, and Work Force Connections has promoted improved outcomes for citizens of Monroe County.

The Monroe County Child Support Agency is deserving of being nominated as WCSEA County of the Year for their unwavering commitment to the community through exceptional services and outreach efforts.

Sincerely,

Handwritten signature of Cedric Schnitzler in black ink.

Cedric Schnitzler
Monroe County Board Chair

Handwritten signature of Tina Osterberg in black ink.

Tina Osterberg, CPA
Monroe County Administrator



505 Douglas Street
Sparta, WI 54656
Phone: (608) 269-7853
Crisis Line: (888) 886-2327
Fax: (608) 269-7063

03/11/2022

To Whom It May Concern,

I am pleased to write this letter in support of the Monroe County Child Support Agency nomination for the WCSEA County of the Year award for 2022.

The Monroe County Child Support Agency is a steadfast and caring agency which prides themselves on their ability to balance an extremely large caseload. Despite juggling the needs and timeline requirements of approximately 3,000 cases, the agency still manages to assist with and participate in numerous other workgroups and activities within the County and State.

I have been pleased to work closely with Child Support Director Pamela Pipkin for over 14 years. During that time, we have developed a close working relationship built on trust and a deep wish on both of our parts to better the lives of participants in our respective caseloads. Because of this relationship, we are proud to enter into a Memorandum of Understanding yearly between Brighter Tomorrows and the Monroe County Child Support Agency.

Both Pam and the Child Support Specialists and Staff in the Monroe County Child Support office consistently show that they strive to understand more about domestic violence and sexual assault, and how trauma affects clients on their caseload. Because of their willingness to provide discreet and non-judgmental assistance to our clients, we do not hesitate when referring them to speak with Monroe County Child Support Agency about questions they may have.

Due to the reasons above and many more not listed, we wholeheartedly support the nomination of Monroe County Child Support Agency as WCSEA County of the Year.

Sincerely,

A handwritten signature in cursive script that reads "Jan Bruder".

Jan Bruder

Program Coordinator
Brighter Tomorrows

Monroe County Circuit Court

Todd Ziegler Mark Goodman Rick Radcliffe
Circuit Judges

112 S. Court Street, Room 2300
Sparta, WI 54656

Telephone: (608) 269-8700, (608) 269-8926, (608) 269-8875

April 12, 2022

The Circuit Court Judges of Monroe County join together in this letter of support for the nomination of the Monroe County Child Support Agency (MCCSA) as the WCSEA County of the year.

Like all the Wisconsin Counties, the MCCSA faced the systemic challenges of the pandemic. But unlike other Wisconsin Counties, the MCCSA faced and overcame many unique challenges in the last year, namely:

1. **Afghan Refugees.** The MCCSA worked exclusively with many of the Afghan families while housed at Fort McCoy military base. Despite language barriers and cultural differences, the MCCSA successfully completed several child support referrals. Their impact will continue long after permanent homes are found for these families.
2. **Drug Court.** The MCCSA became one of the first agencies in the State of Wisconsin to work proactively with the local Drug Treatment Court. Recognizing that most Drug Court participants have long-standing mental health and substance abuse disorders which impair their employability, the MCCSA became part of the solution instead of part of the problem. By developing a working relationship with the Drug Court, the MCCSA has helped foster long-term recovery and stability for these child support payors. Continuing efforts are ongoing.
3. **Developing Long Term Relationships.** The MCCSA has excelled at thinking outside the box. They do more than collect/enforce child support obligations. By working with available outside agencies, they are developing a network of resources to help facilitate the financial strength of families in our communities. They have worked with the local domestic abuse shelter to provide meaningful assistance to domestic abuse victims. They have worked closely with a local employment and vocational training program to provide education and training for individuals to reach their potential. As Judges, we take pride in finding solutions to allow every individual to reach their potential. The MCCSA is a strong partner in that endeavor.

In conclusion, the MCCSA is deserving of being nominated as WCSEA County of the year. We support their work and their commitment to excellence.

Sincerely,



Todd L. Ziegler,
Branch I



Mark L. Goodman,
Branch II



Richard A. Radcliffe,
Branch III



April 19, 2022

Dear WSCEA Nominating Committee:

I am writing to express my strong support for Monroe County's nomination as WCSEA County of the Year. The past year found Monroe County facing unprecedented issues never seen before in child support with the arrival of thousands of humanitarian parolees from Afghanistan at Fort McCoy. County staff rose to the challenge and Pam Pipkin did an excellent job of representing the child support agency's interests in meetings with county leadership, legislators, state agency staff and military personnel.

Monroe County has also been very proactive in undertaking initiatives designed to assist payers in achieving financial stability both for themselves and their families. The child support agency has worked collaboratively with the courts in developing a very effective Drug Court that addresses child support for participants. Over 50% of the participants in the program have child support orders. Monroe County has identified specific staff who work with the Drug Court to either suspend or modify the child support orders of participants to enable them not only to get back on their feet, but also to hopefully have more involvement in their children's lives.

Monroe County has also developed a wonderful collaboration with their child support liaison, a relationship that strengthens the agency's ability to center families in their enforcement efforts, assist parents in overcoming employment barriers and better position them to provide long term financial support for their children.

Despite the loss of key staff, Monroe County child support workers have stepped up to support Pam who has given unselfishly of her time to her duties as President of WCSEA. I have had the opportunity to work with Pam throughout her tenure in that role and during her work with Operation Allies at Fort McCoy and can attest to the dedication and commitment both she and her staff bring to their work. Monroe County is truly deserving of recognition as County of the Year for their tireless efforts on behalf of the child support community and the people we serve.

Thank you for your consideration.

Connie Chesnik, Administrator
Division of Family and Economic Security
Connie.chesnik@wisconsin.gov
608-422-6187

Kathryn La Due
Economic Support Supervisor
Monroe County Human Services
112 S. Court St.
Room 3000
Sparta, WI 54656

03/21/2022

Pamela Pipkin
Monroe County Child Support Director
WCSEA President
Monroe County Justice Center
112 S. Court St.
Room 2100
Sparta, WI 54656

Dear Pamela Pipkin:

I am writing today to extend my formal recommendation for the WCSEA County of the Year Award along with appreciation and gratitude for the services and teamwork that Monroe County Child Support provides to Economic Support for the residents of Monroe County. Our departments have faced many challenges over the past year and your staff have shown excellence and resiliency in navigating each and every obstacle encountered. Without the substantial team work and effort your team has provided, we would have great difficulty in working through our casework with absent parents and required cooperation with Child Support and Medical Support Liability requirements set forth by the State and Federal Government. I would like to highlight just a few of the areas that have impressed me this year.

In August of 2021, with little notice, Economic Support began receiving medical applications for newborns of Afghan guests who were placed at Fort Mc Coy, WI as part of Operation Allies Welcome and Operation Allies Refuge. Many of these applications did not contain the name of the father of the child and thus required a referral to Child Support. The Monroe County Child Support team was able to work diligently with several members of the agencies assisting at Fort Mc Coy to help us gather the information on the unknown fathers and overall family status. This led to us being able to correctly and accurately update the cases in Economic Support. In addition, understanding the family members helped us to assist the newborn children of our guests by meeting their medical needs. The guests have all departed successfully and we were able to close out the IV-D referrals before the final guest left on 02/15/2022. This is a truly phenomenal success and shows just how much your team is dedicated to accuracy and excellence while maintaining compassion and respect for those served.

Pamela Pipkin

Page 2

Monroe County Child Support staff members have also been a huge asset to Economic Support. Child Support staff members work closely with Economic Support and are always there to assist when we have questions on the status of an absent parent, ongoing IV-D referral, or potential Good Cause Claim for non-cooperation. Often times the Child Support staff members will reach out proactively when they know or expect that someone may be filing a Good Cause Claim. When dealing with very difficult situations of potential harm to the parent or child, the Child Support staff show great compassion and care for the individuals involved as well as their wellbeing throughout the process. Their pro-active nature and communication are helpful as it helps us coordinate the paperwork needed as well as to communicate when and if Good Cause for Non Cooperation is determined.

While working in Economic Support, we may come across something in the KIDS (Child Support) system that we, in Economic Support, are not familiar with. We have been so fortunate to have the Child Support staff as we are able to reach out and gain understanding of unique situations to best serve our customers as well as collaborate thorough a variety of situations. If there is an update needed on the Economic Support side of things, the Child Support staff are very friendly and helpful in reaching out to explain the updates needed.

Monroe County Child Support has shown excellence in casework, integrity, respect, and compassion throughout many different challenges and obstacles over the course of the year. Their dedication and support of the residents of Monroe County as well as Economic Support Services. It is for the reasons listed above that I strongly feel that Monroe County Child Support should receive the WCSEA County of the Year Award.

Thank you for your time and consideration,

Sincerely,

Kathryn La Due
Economic Support Supervisor
Monroe County Human Services,
Western Region for Economic Assistance
kathryn.ladue@co.monroe.wi.us
(608)633-5619

Tara Nichols
Monroe County Justice Programs Assistant Coordinator
112 S. Court Street Room 1008
Sparta, WI 54656
Tel: (608) 269-8821
Fax: (608) 269-8894



To whom it may concern:

As the Coordinator for the Monroe County Drug Court, as well as, the Assistant Coordinator at the Monroe County Justice Programs Office, I am writing to support the Monroe County Child Support Agency (MCCSA) as the WCSEA County of the Year. The MCCSA has been a cooperative partner to our newly implemented Drug Court Program and has been a leader in Wisconsin and Monroe County when facing challenges.

From my perspective, one of the most unique and valuable aspects of the MCCSA has been their willingness to partner with the Monroe County Drug Court Program to come up with proactive solutions for individuals in early recovery. The Drug Court Program identified support payments were a barrier to many participants progress in early phases of the program and discussed this issue with the MCCSA. Their agency listened to our concerns and have helped come up with creative solutions to ensure that these individuals are able to focus on AODA and mental health treatment, which in the long-run, will help them with skill building, employability, and being a more active and engaged parent. The Child Support agency and Drug Court team continue to meet regularly and have ongoing discussions on how to improve this process and make changes as needed. This working relationship is a valued one by both our Drug Court team and its participants.

Additionally, it's important to note that the MCCSA has faced other unique challenges in the past year. Monroe County housed many Afghan Refugees and families at Fort McCoy and with this came new experiences and issues to work through. The Child Support agency worked with families and new parents to establish paternity and ensure all information was correctly entered. This took time and effort by the Child Support agency as there were language barriers and cultural differences that needed to be worked through. Their time, dedication, and willingness to again be proactive is an asset to Monroe County and the State of Wisconsin.

Finally, as we know our very own Pam Pipkin is the WCSEA President, as well as, the Monroe County Child Support Director. A Director position alone is a large responsibility, but in addition to her role as Director, she is also the WCSEA President which is a huge time commitment. The MCCSA Office has stepped up and supported their leader with her commitments and responsibilities and have been able to keep the office running efficiently and effectively when she is focused on her other duties. This speaks highly to their agencies organization, experience, and expertise.

I feel proud to partner with the MCCSA and work with all of their staff. Their agency is an example of being proactive, dedicated leadership, and working with people rather than "against" them. I hope that you consider MCCSA for the WCSEA County of the Year and acknowledge their hard-work and dedication.

Sincerely,

A handwritten signature in black ink, appearing to read "Tara Nichols", written over a light blue horizontal line.

04/27/2022

Tara Nichols

Monroe County Justice Programs Assistant Coordinator

5/12/22

This letter is in support of my nomination for Monroe County as WCSEA County of the year.

We have had a challenging year in a couple of aspects:

Andy Kaftan, our Child Support Attorney for the last 10 years retired. My staff had to transition thru a few Attorneys: 1st we had a new Attorney for 3 months with family law background, then the 2nd Attorney had no child support, family law background and had never been in a courtroom until starting with us.

-and-

Fort McCoy in Monroe County became home for 13,000 Afghan Guests. Several the Afghan Guests were pregnant and had children while at Fort McCoy. We received several referrals for the children as they were put on badger care and incomplete information was provided. It took many hours and months to get the correct information allowing us to close our files out.

We also have had some great things happen:

Monroe County has a Drug Court which is a very intensive Program that can last up to 2 years. We entered a Memorandum of Understanding with the Monroe County Justice Department. Participants in Drug Court sign and Release of Information allowing the Drug Court Coordinator to communicate with the Child Support Agency. We review the obligations of the participants to give them the best chance to successfully complete the Program and be able to support and be a part of their children's lives.

We also have a Memorandum of Understanding with Brighter Tomorrows, our local domestic abuse program. Releases of information are also signed in this Program allowing communication between the counselors and our Agency. Staff makes a point to ensure safety of domestic abuse victims but assist them in getting support for their children.

We have created a wonderful relationship with our Andrea, our Child Support Liaison thru Work Force Connections. We refer many participants to her for assistance and have had some success. One example is we had a client that is mentally challenged that kept missing court and needed help to get in touch with DVR. The Child Support Specialist set up a meeting with Andrea, herself, and the client. Work Force Connections was successful in getting the client a working phone and setting up an assessment with DVR. Since then, he has not missed any Court appearances.

My staff also has gone above and beyond in helping to take over duties as I handle my role as WCSEA President. We have just under 3,000 cases and only 7 staff members. Being President is time consuming and they do not complain when I ask them to assist me in Departmental Duties.

In the last year, three of my staff have been on workgroups for the 1st time ever. I am very proud of the initiative they are taking.

I am very proud of my staff and feel that Monroe County is very deserving of the WCSEA County of the Year Award. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Pamela Pipkin', with a long horizontal flourish extending to the left.

Pamela Pipkin

Monroe County Child Support Director
WCSEA President

Dear Awards/Nominations Committee:

My name is Andrea, and I am the Child Support Liaison for Workforce Connections serving Western Wisconsin. It is my great privilege to work with the Monroe County Child Support Team and I am honored to write this letter of support for their nomination for County of the Year.

While all counties have certainly been challenged with the turbulence of the last couple of years, Monroe County Child Support staff has not only survived, but thrived through some additional challenges presented to them that made work even more difficult. They had to deal with losing their long-time lead counselor, and then losing his replacement only a few months later. They also have been leaders in assisting hundreds of Afghan Refugees that were brought to their county and processed through Fort McCoy in very trying times where great support was needed. During this last year, the entire team were active partners in developing collaborative relationships with partner agencies and programs. They not only sought out details on supportive services and referrals for their participants, but they actively sought a better way to serve.

In my time as the Child Support Liaison that serves Monroe County, I have been invited to multiple collaboration meetings. These have occurred with counselors; the director, Pamela; case managers; and participants. I have also seen the dedication of this team as they expand their outreach and collaboration efforts. There is constant two-way communication with referrals and discussion of appropriate services. This team cares deeply about the people they serve and are genuinely seeking to support the needs of the people in their community for their own betterment and advancement. They recognize barriers that exist and work to help connect people with resources that will help overcome those barriers as much as possible. They are true leaders in our region in their service and outreach efforts.

I look forward to every interaction with the professionals at the Monroe County Child Support Agency. They deserve all the kudos and recognitions that can be offered. I look forward to continuing to grow our partnership and helping this agency serve their community for years to come. They are truly a class act and should be recognized for their time and commitment.

Thank you!

Andrea Brownlee

Andrea Brownlee

CHILD SUPPORT PERFORMANCE

PERFORMANCE FISCAL YEAR (10/1 to 9/30)

YEAR	monroe cases	state wide cases	Rank	monroe PATERNITY %	statewide paternity %	Rank	monroe court order %	statewide court order %	Rank	monroe current support %	statewide current support %	Rank	monroe ARREARS %	statewide arrears %	Rank	monroe TOTAL IVD COLLECTED	monroe TOTAL IVD AND NIVD COLLECTED
top \$				90			80			80			80				
2007	2509			113.4			82.82			75.35			70.82			\$ 5,893,541.76	\$ 7,362,505.49
2008	2442			116.03			90.58			76.06			72.64			\$ 6,074,705.31	\$ 7,670,602.57
2009	2545			115.73			91.47			75.65			76.73			\$ 5,964,501.61	\$ 7,569,503.64
2010	2660			115.41			91.62			76.72			77.38			\$ 6,022,849.08	\$ 7,545,728.69
2011	2699			110.83			92.7			77.21			80.53			\$ 6,142,333.85	\$ 7,481,879.01
2012	2831			113.86			91.49			78.05			79.28			\$ 6,392,831.98	
2013	2924	361177		110.2	104.64		90.8	87.35		77.92	72.5		77.29	65.15		\$ 6,293,255.60	\$ 7,711,934.83
2014	2966	365631		110.07	105.43		91.2	86.98		78.06	73.01		78.82	66.02		\$ 6,402,115.18	\$ 7,751,922.51
2015	2979	363152		113.22	104.89		91.21	87.14		78.5	74.15		79.76	67.63		\$ 6,517,891.10	\$ 7,593,032.14
2016	2992	361169		110.5	104.84		92.61	87.18		78.14	74.48		80.15	69.05		\$ 6,381,002.16	\$ 7,546,822.31
2017	2977	361406		107.58	100.52		92.91	87.03		77.92	74.63		80.3	69.04		\$ 6,213,240.79	\$ 7,504,971.00
2018	3004	361623		109.19	102.61		92.88	86.84		77.98	74.71		79.76	69.61		\$ 6,212,295.46	\$ 7,685,416.98
2019	2954	357182		107.54	101.64		93.26	86.99		79.41	75.09		79.54	69.44		\$ 6,332,043.85	\$ 7,678,923.67
2020	2939	345855		107.31	100.11		92.07	86.21		77.59	74.1		79.1	73.58		\$ 6,512,417.55	\$ 7,748,742.55
2021	2780	339845		103.84	98.46		94.35	85.95		77.5	74.54		78.71	72.06		\$ 6,416,220.40	\$ 7,517,806.44
2022	2725	337233	24	107.45	98.09	32	93.94	85.33	16	78.34	73.66	33	79.93	69.43	22	\$ 6,429,721.78	\$ 7,487,547.09

This is based on fiscal year 10/1 to 9/30

RESOLUTION NO. _____

REQUEST THAT STATE FUNDING FOR COUNTY CHILD SUPPORT AGENCIES BE
INCREASED BY \$5 MILLION GPR IN EACH FISCAL YEAR OF THE 2023-25 WISCONSIN
STATE BUDGET

1 WHEREAS Monroe County administers the Child Support Enforcement Program on behalf of the state,
2 providing a holistic set of services to Monroe County children and their parents, including paternity
3 establishment, assistance with finding employment, obtaining child support and establishing health
4 insurance orders for children, and enforcing and modifying those orders; and
5

6 WHEREAS child support is one of the most effective anti-poverty programs in the state, with county
7 child support agencies serving approximately 347,000 children and collecting roughly \$906 million in
8 financial support for Wisconsin families in 2021; and
9

10 WHEREAS child support is proven to reduce childhood poverty rates, lead to better educational and
11 behavioral outcomes for children, and have a positive effect on food security, health and housing
12 stability; and
13

14 WHEREAS county child support agencies work closely with both parents to ensure that they have the
15 help they need to be successful, including assistance with finding employment, referrals to other social
16 service programs and right-sizing orders for individuals impacted by substances use disorders or other
17 challenges; and
18

19 WHEREAS state funding for county child support services has failed to keep up with county agency
20 costs, which have steadily increased due to increased complexity of cases, inflation and new regulations;
21 and
22

23 WHEREAS an abrupt federal interpretation change in June 2019 eliminated \$4.2 million in federal birth
24 cost recovery matching funds for Wisconsin; and
25

26 WHEREAS Wisconsin's strong performance in child support is at risk without additional funding. The
27 state has already dropped from 2nd in the nation for the collection of current support in 2016 to 6th in
28 the nation in 2021; and
29

30 WHEREAS without additional state funds, county child support agencies may need to eliminate
31 positions, or reduce services, further impacting federal performance measures, which would result in the
32 loss of additional federal funds; and
33

34 WHEREAS the individuals most impacted by insufficient funding for child support are the children and
35 families served by county child support agencies, who will need to seek out public assistance
36 programming absent the financial security provided by the child support program; and
37

38 WHEREAS state investments in child support are amplified by a generous federal match. Every \$1 of
39 state GPR invested in the Child Support Program generates roughly \$2 in federal matching funds; and
40

41 WHEREAS Wisconsin's Child Support Enforcement Program is incredibly cost-effective, collecting an
42 average of \$6.43 in support for every dollar invested in the program.
43

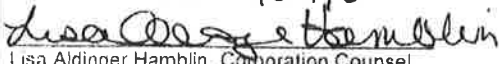
44 NOW, THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors respectfully
 45 requests that state funding for county child support agencies be increased by \$5 million GPR in each
 46 fiscal year of the 2023-25 Wisconsin state budget, which will generate approximately \$9.7 million in
 47 additional federal funding each year. This investment will ensure that Wisconsin counties can continue
 48 to effectively provide economic support to our children.

49
 50 IT IS FURTHER RESOLVED that a copy of this resolution be forwarded by the County Clerk to the
 51 Governor of the State of Wisconsin, State Senators and State Representatives representing Monroe
 52 County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties
 53 Association for consideration.

54
 55 Dated this 22nd day of November, 2022.
 56 Offered by the Administration & Personnel Committee.

57
 58 Fiscal note: There are no cost to the county associated with this resolution.

59
 60 Statement of purpose: A request that state funding for county child support agencies be increased by \$5
 61 million GPR in each fiscal year of the 2023-25 Wisconsin state budget.

Finance Vote (If required): <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent <hr/> Approved as to form: 10/24/2022  Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: _____, 20__ VOJE: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent Committee Chair: _____ _____ _____
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____ <hr/> SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>

RESOLUTION NO. _____

**RESOLUTION ELIMINATING A COMMUNITY SUPPORT PROGRAM CASE MANAGER AND
AUTHORIZING A COMPREHENSIVE COMMUNITY SERVICES SOCIAL WORKER POSITION**

1 **WHEREAS**, Monroe County Health & Human Services Committee and the Administration & Personnel
2 Committee request to eliminate a CSP case manager position in order to establish a CCS Behavioral
3 Health Social Worker position in the Human Services Department at the pay grade N effective January 1,
4 2023; and
5

6 **WHEREAS**, the Comprehensive Community Services (CCS) serves adult and child residents of Monroe
7 County who experience significant mental health and/or substance-use disorders and need professional
8 assistance to function and live in the community; and
9

10 **WHEREAS**, by providing these comprehensive services in the community, Human Services is able to
11 reduce the need for more disruptive and costly stays in institutional settings; and
12

13 **WHEREAS**, the CSP staffing is sufficient to meet consumer needs while the CCS program continues to
14 grow as more adults and children are identified who require these services;
15

16 **WHEREAS**, 121 individuals are currently receiving services, 31 have been determined to be eligible but
17 are waiting to be assigned a service facilitator, and 52 individuals are waiting to be screened to determine
18 if they are eligible; and
19

20 **WHEREAS**, there are 8 full-time equivalent (FTE) CCS positions in which each FTE has the capacity to
21 carry a caseload of 17-18 adult and children consumers; and
22

23 **WHEREAS**, the program will surpass its maximum caseload capacity as we work through the screening
24 and admission process for individuals waiting to be served if no other action is taken; and
25

26 **WHEREAS**, the CCS program is fully funded by Medicaid reimbursement so the cost of this position (and
27 all CCS positions) requires no county tax levy.
28

29 **NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby
30 authorize eliminating the vacant CSP case manager position and establishing an additional CCS
31 Behavioral Health Professional / Social Worker position in the Department of Human Services effective
32 January 1, 2023.
33

34 Dated this 22nd day of November 2022.
35

36 Offered by the Administration & Personnel Committee.
37

38 Purpose: Approve a new CCS Behavioral Health Professional / Social Worker position for 2023.
39

40 Fiscal Note: The position is included in the 2023 budget and the cost (\$85,144 including wages & benefits)
41 shall be covered by Medicaid revenue and shall not require any county levy. The cost of needed equipment
42 (up to \$3,000) shall be purchased in 2022 with Coordinated Services Team Initiative grant dollars.

Finance Vote (If required):
____ Yes ____ No ____ Absent

Approved as to form on _____
Lisa Aldinger Hamblin, Corporation Counsel

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20__
____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: November 1, 2022
8 Yes 0 No 1 Absent

Committee Chair: Camille A. Buein
Mary Cook Jason M. [Signature]
Eric Devine SN Jeff [Signature]

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the
foregoing is a true and correct copy of Resolution # _____ acted on by
the Monroe County Board of Supervisors at the meeting held on

SHELLEY R. BOHL, MONROE COUNTY CLERK

New Position Analysis



- New position
- Increased hours to current position
- Additional existing position

Date: 10/19/2022	Department: Human Services
Department Head Name: Tracy Thorsen	

Explain the necessity of this position (be specific as to the reasons why this position is needed and explain reasons why present staff cannot accomplish tasks):

The CCS program continues to grow as more adults and children are identified who require these services – 121 individuals are currently receiving CCS services, 31 have been determined to be eligible but are waiting to be assigned a service facilitator, and 52 individuals are waiting to be screened to determine if they are eligible. There are 8 FTE CCS positions in which each has the capacity to carry a caseload of 17-18 adult and children consumers. The program will surpass maximum caseload capacity as we work through the screening and admission process for individuals waiting to be served if no other action is taken. The CCS program is fully funded by Medicaid reimbursement so the cost of this position (and all CCS positions) requires no county tax levy.

The vacant Community Support Program (CSP) case manager position would be eliminated in order to add a Comprehensive Community Services (CCS) position. The CSP staffing is sufficient to meet consumer needs, so the vacant CSP case manager position is not necessary to be filled.

Suggested Title: CCS Behavioral Health Professional / Social Worker			
Personnel Director's Recommended Classification:		Grade: N	FLSA Class: Exempt
Full-time:	<input checked="" type="checkbox"/>	Part-time: /hours	Projected Start Date: 1/1/2023

Current or newly created Job Description in current County format must be attached.

A completed and approved Resolution must also accompany this Position Analysis.

Funding - Annual Costs to include family insurance coverage:

Hourly Rate	Annual Salary	Retirement	Social Security	Medicare	Work Comp	Health Ins.	Dental Ins.	Life Ins.
25.09	52,187	3,549	3,236	757	600	21,376	855	18

1. Where will the funds for this position come from?
 Medicaid reimbursement at billable rate of \$85.72/hr for BS level or \$128.56/hr for Masters level with year end additional cost reconciliation through the Wisconsin Medicaid Cost Reporting (WIMCR) program to cover the full position expense. There is no county levy in the CCS Program.
2. What equipment will need to be purchased for this position (desk, etc.)?
 office chair and desk set-up, computer, cell phone
 - a. Is office space presently available? Yes Where? Human Services/Telework
 - b. Estimated cost of needed equipment? \$3,000 (to be purchased in 2022 with Coordinated Services Team Initiative Grant dollars)
 - c. Is the cost of needed equipment in the department budget? No
3. What is the grand total cost of all items this fiscal year? for 2023 the total cost is \$85,144 (salary/fringe)
4. What is the annual cost of salary and fringes, thereafter? \$85,144

Supervisory Responsibility (if applicable):

1. In brief detail, explain the supervisory authority this position will have:

N/A

2. Number of employees Directly supervised: _____ Indirectly: _____

List the position titles that will report to this position:

3. What position title will this position report to? Mental Health / Clinic Manager

County Administrator – Action:

Date: _____ Position Approved: Position Denied:

Committee of Jurisdiction: *Carol A. Puni* Action:

Date: 11/1/2022 Position Approved: Position Denied: by a vote of: 8-0-1

Administration & Personnel Committee – Action:

Date: _____ Position Approved: Position Denied: by a vote of: _____

Finance Committee – Action on Fiscal Note:

Date: _____ Funds Approved: Funds Denied: by a vote of: _____

County Board – Action:

Date: _____	Position Approved: <input type="checkbox"/>	Position Denied: <input type="checkbox"/>	
By a vote of:	aye	nay	absent/abstention

Job Title:	Human Services Behavioral Health Professional	Department:	Human Services
Location:	112 S. Court Street, Rm 3000 , Sparta	FLSA Category:	Exempt- Professional
Immediate Supervisor:	Clinical Administrator - Behavioral Health	Salary Grade:	
Supervision Exercised:	None.	Position Type:	Full-time:

Basic Functions and Responsibilities

Under general supervision of the Clinical Administrator, the Behavioral Health Professional provides services to at-risk children and adults, individuals with mental health or substance abuse related issues.

Job Description

ROLE AND RESPONSIBILITIES

- Provides initial and ongoing assessments and serves as a resource person
- Develops case plans, makes arrangements for appropriate services, and monitors individuals receiving Behavioral Health services
- Participate on committees and task forces as assigned
- Complete all required documentation related to job functions within established timelines
- May provide services in the following areas:
 - Adult Protective Services to adults-at-risk and elder adults-at-risk including court and monitoring actions related guardianships and protective placements
 - Crisis Intervention Services including risk assessment, linkage and follow-up activities, crisis planning, and initiating court and monitoring actions related to emergency detentions and civil commitments;
 - Coordinated Services Team
 - Comprehensive Community Services
 - Community Recovery Services
 - Targeted Case Management
 - Any other related services or programs

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Minimum of a Bachelor's degree with major in social work, sociology, psychology, or guidance and counseling; or general college degree with two years professional experience in a human services agency.
- Valid Wisconsin's driver's license.
- Credentialed by the Wisconsin Department of Safety and Professional Services as a Certified Social Worker or other advanced credential such as Advance Practice Social Worker, Licensed Clinical Social Worker, Licensed Professional Counselor, and License Marriage and Family Therapist (individuals who can identify a path to licensure may be considered).

PHYSICAL DEMANDS

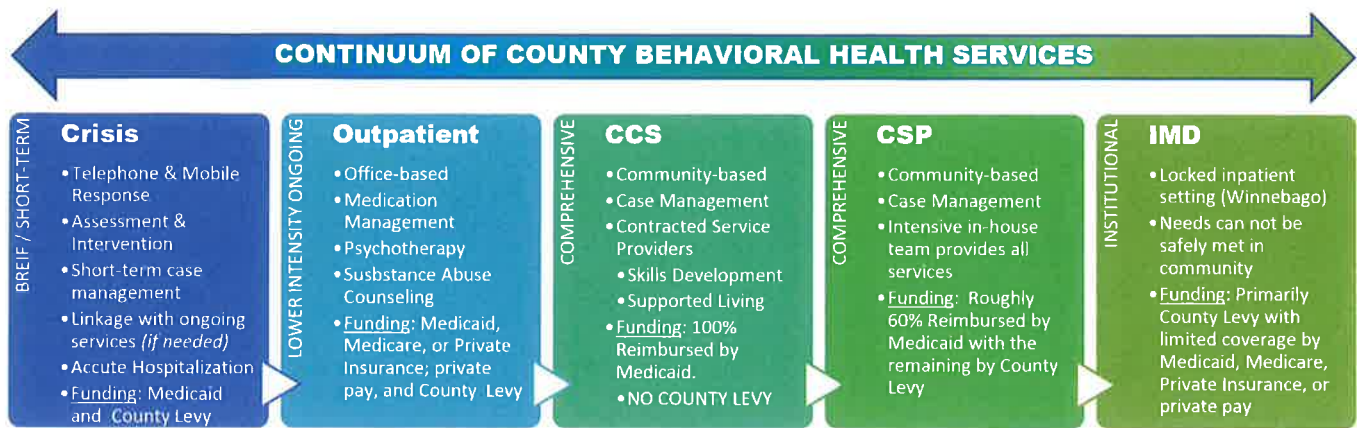
A large percentage of time is spent Sitting, walking, talking, hearing, keyboarding, using judgment. Stands, stoops, climbs, bends, reaches, uses near and far vision, lifts, pushes/pulls up to 10 pounds, carries up to 40 pounds, is exposed to adverse weather, potential for physical attack, travels to and moves about county sites and homes intermittently.

ADDITIONAL NOTES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Employee Signature: _____ **Date:** _____

Approved by Supervisor: _____ **Date:** _____



Importance of Community-Based Services: Both the Community Support Program (CSP) and Comprehensive Community Services (CCS) are community-based Medicaid programs that serve individuals with significant mental health issues. By providing intensive services to these individuals in the community, we are able to eliminate or reduce the need for more disruptive and costly stays in institutional settings or “Institutions of Mental Disease” (IMD).

There’s a significant consequence to individuals’ lives and to the county budget if we cannot meet their treatment needs in our community. Institutional stays take people away from their community and support system and is extremely costly to the county. The daily rate for Winnebago Mental Health Institute ranges from \$1,319 to \$1,627 per day (which would translate to \$40,000 or more per month). Charges for institution stays are mostly covered by county levy. Medicare or private insurance may cover a portion of the cost. Medicaid only covers a portion of institutional stays for individuals who are under the age of 22 or over age 64 (for ages 22 – 64 Medicaid does NOT cover IMD).

CCS vs CSP: Comprehensive Community Services serves a broader group of adult and child residents of Monroe County with mental health and/or substance-use disorders that need professional assistance to function and live in the community. The Community Support Program only serves adults with specific severe and persistent mental health diagnoses. While both are Medicaid programs, counties are reimbursed for 100% of the CCS program costs, but receive roughly only 60% Medicaid reimbursement for the CSP program. In addition to covering a wide range of community support and skill building services, CCS Medicaid also covers the cost of services in adult community residential facilities. Conversely, CSP Medicaid reimbursement does not cover these same residential placements so county levy must be used. Overall, CCS offers more service options to a broader range of recipients and is financially better for the county budget.

CCS Staffing Needs: The CCS program continues to grow as more Monroe County adults and children are identified who need these services – 121 individuals are currently receiving CCS services, 31 have been determined to be eligible but are waiting to be assigned a case manager, and 52 individuals are waiting to be screened to determine if they are eligible. There are currently 8 full-time equivalent CCS positions. Each has the capacity to carry a caseload of 17-18 adult and children consumers. If no other action is taken, CCS will surpass maximum caseload capacity as we work through the screening and admission process for those waiting to be served. The CSP caseload remains stable and does not require an additional case manager.

Eliminating the vacant CSP Case Manager position and replacing it with an additional CCS Behavioral Health Social Worker will make it possible to address the service needs of our Monroe County residents waiting for services.

RESOLUTION NO. _____

RESOLUTION TO AMEND COUNTY BOARD RULE 3J

1 **WHEREAS**, Monroe County Board Rule 3.j. reads, “County Board members shall attend meetings in
2 person for a determination of a quorum, voting, and per diems;” and
3

4 **WHEREAS**, a motion to amend Section 3.j. to allow virtual attendance without restriction was defeated
5 by the Monroe County Board of Supervisors on a 7-7 vote at the Board meeting on May 25, 2022; and
6

7 **WHEREAS**, the Monroe County Corporation Counsel has further clarified that Section 3.j. prohibits
8 virtual attendance by both County Board Supervisors and non-Supervisor members of county
9 committees; and
10

11 **WHEREAS**, County Board Supervisors and committee members may face unforeseen medical events
12 which inhibit their ability to attend meetings in person but do not inhibit their ability to make decisions
13 based on the needs of their districts and/or the residents of Monroe County; and
14

15 **WHEREAS**, many committees currently include members who are not Supervisors, but rather county
16 employees or members of the public, and may not have the flexibility to attend meetings in person.
17

18 **THEREFORE BE IT RESOLVED** that the Monroe County Board Rules 3j shall be amended to read
19 as follows:
20

21 3.j. County Board Attendance Rules:
22

23 i. County Board members shall attend meetings in person for a determination of a
24 quorum, voting, and per diems. Exceptions shall be made by the County Board Chair for
25 medical events.
26

27 ii. The committee chairs are authorized to approve non-supervisor committee members
28 to attend meeting virtually as needed. In-person or approved virtual attendance by non-
29 supervisor members of a committee are eligible for making the determination of a
30 quorum, voting, and per diems as applicable.
31

32 Dated this 22nd day of November, 2022
33

34 Offered by Administration & Personnel Committee
35

36 Statement of purpose: To amend the current Monroe County Board Rules
37

38 Fiscal Note: There is no known fiscal impact associated with this resolution.

Finance Vote (If required):
____ Yes ____ No ____ Absent

Approved as to form:

Lisa Aldinger Hamblin, Corporation Counsel

Committee of Jurisdiction Forwarded on: _____, 20____
____ Yes ____ No ____ Absent

Committee Chair: _____

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20__
____ Yes ____ No ____ Absent

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is
a true and correct copy of Resolution # _____ acted on by the Monroe
County Board of Supervisors at the meeting held on _____

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.