Date & Time of Meeting: Thursday, January 28, 2016 at 3:30 p.m.
Meeting Location: Courthouse Assembly Room – B-105 – Courthouse

Health & Human Services Committee Members: John Robinson, Chair, Ken Day, Vice-chair, John Bandow; Matt Bootz; Joanne Leonard; Russ Michalski; Maynard Tremelling

Marathon County Mission Statement: Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)

Health & Human Services Committee Mission Statement: Provide leadership for the implementation of the strategic plan, monitoring outcomes, reviewing and recommending to the County Board policies related to health and human services initiatives of Marathon County.

1. Call Meeting to Order

2. Public Comment (15 minute limit)

3. Approval of the December 9, 2015 Health & Human Services Committee and the Joint Health & Human Services and Public Safety Committee Minutes

4. Educational Presentations/Outcome Monitoring Reports - None

5. Policy Issues Discussion and Committee Determination to the County Board for its Consideration
   A. Role of the Health and Human Services Committee in Moving Forward Resolution #R-8-16 Withdrawal of Marathon County From the Tri-County Partnership Establishing North Central Health Care (NCHC)
      1. Relationship with the NCHC Task Force and Planning Groups to be Established to Implement the County Board Resolution
      2. Transitional Issues: Key Issues that can be anticipated as we transition to a Single County Human Services Model.
   B. Youth Group Home Evaluation and Proposal – Tylka
   C. Program Review and Priority Establishment
      1. Environmental Health and Safety and User Testing Lab
      2. Update on the Request for Proposal for Consulting Support to Program Prioritization
      3. Economic Support Program
   D. Updates on Human Services Programs and Initiatives
      1. Aquatic Therapy Pool
      2. Crisis Services
      3. Psychiatric Residency Program
      4. Correctional Mental Health
      5. Psychiatric Hospital
   E. Transport of People in Need of Mental Health Placement: Are there alternatives to taking a law enforcement professional off the road?
   F. Health Department Grant Review Inventory
      1. Fluoride Varnish Pilot Project
      2. Race to the Top United Way
6. **Next Meeting Logistics and Topics:**
   A. Committee members are asked to bring ideas for future discussion
   B. Next Scheduled Meeting: Thursday, February 25, 2016 at 3:30 p.m.

7. **Announcements**

8. **Adjournment**

   "Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk’s Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

   **SIGNED /s/ John Robinson**
   Presiding Officer or Designee

   **NOTICE POSTED AT COURTHOUSE**

   **FAXED TO:** Wausau Daily Herald, City Pages, and
   Other Media Groups

   **FAXED BY:** M. Palmer

   **FAXED DATE:**
   **FAXED TIME:**

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**Overarching goals for Health and Vulnerable Populations**

**Program Area: Health**

Ranked from highest to lowest priority.

1. People practice proactive behaviors, prevention and early intervention to delay or lessen the impacts of aging, disease and chronic physical and mental health conditions.

2. People with life threatening health emergencies are responded to in a timely and effective manner.

3. Systems are in place that rapidly identify and control the spread of infectious disease.

4. People reach their optimal physical, mental and social health potential.

**Program Area: Vulnerable Populations**

Ranked from highest to lowest priority.

1. People who are at risk are identified early and receive interventions that promote their safety and well being.

2. Marathon County’s systems will assure access to basic needs programs on a timely basis.

3. Vulnerable populations live in safe and healthy social, emotional, and physical environments.

4. Families and their support systems provide for the safety and well being of vulnerable populations.

5. Residents know how to access services available for vulnerable populations.

6. Vulnerable populations are provided the opportunity to reach their full social, educational and emotional development.
1. **Call Meeting to Order**
   The Health & Human Services meeting was called to order at 3:42 p.m. by Chair Robinson.

2. **Public Comment** –

3. **Approval of the Minutes of October 20 and November 12, 2015, Health & Human Services Committee Meeting**
   
   MOTION BY BANDOW; SECOND BY BOOTZ; TO APPROVE THE MINUTES OF THE OCTOBER 20 AND NOVEMBER 12, 2015, HEALTH & HUMAN SERVICES COMMITTEE MEETING. MOTION CARRIED.

   Spelling mistakes under decision 2nd bullet point creating and then under second line will be corrected.

4. **Educational Presentations/Outcome Monitoring Reports**

   A. **Comprehensive Plan Update** –
      The Comprehensive Plan is an important document. Parts may drive the Administrator’s work plan.

      The Needle Exchange Program is part of the plan and is a perfect example of how creative this Comprehensive Plan is. The Comprehensive Plan meets state requirements. The Plan is also looking at Human Health and issues that affect health and human services i.e. health, social services, law enforcement, etc. Chapter 3 is the Health and Human Services Chapter.

      Actions and Goals were identified and shared.

      On Monday, December 7th the Task Force Plan was forwarded to the Executive Committee. This link [www.ncwprc.org\marathon\county\index.html](http://www.ncwprc.org\marathon\county\index.html) will have the complete plan and all backup information.

      The Public Hearing is scheduled for January 16, 2016 in the Assembly Room. The Comprehensive Plan will be taken to the County Board meeting in February or March for approval by the Board.
5. **Policy Issues Discussion and Committee Determination to the County for its Consideration**

   A. **2016 85.21 Elderly and Disabled Transportation Grant Application**

   **Discussion:**
   Marathon County meets all criteria to submit the 2016 Elderly and Disabled Transportation (85.21) Application. The required local match is 20% or $62,717 to receive $314,000. It’s an annual grant application for elderly and disabled program. It has to go to the County Board.

   **Action:**
   MOOTION BY LEONARD; SECOND BY BANDOW TO RECOMMEND ADOPTION OF THE RESOLUTION FOR THE 2016 ELDERLY AND DISABLED TRANSPORTATION (85.21) APPLICATION. MOTION CARRIED.

   **Follow Through:**
   Send to County Board for approval.

   B. **Protecting Public Health Through Needle Exchange**

   **Discussion:**
   Joan Theurer did an introduction on the Needle Exchange Program. Eileen Eckardt and Stephanie Steingraber went through their presentation. Without a relationship people are less likely to trust.

   The Health Department allocates four hours once a week for a nurse to be in the office for the exchange. The cost is approximately $10,000 and is within the existing budget. The program is not condoning the use of needles, but directs users toward treatment and reduces needle sharing.

   It’s an anonymous program. They do not track data. It’s a drop in program. But the program will allow the department to know trends in the county.

   **Action:**
   No action taken.

   **Follow Through:**
   No follow through needed.

   C. **Aquatic Therapy Pool Request for Proposal**

   **Discussion:**
   The goal is to get a concrete number that will be specific enough – not on the current site – for borrowing.

   There was a request to add “realistic concept” under Scope of Service.

   Tom Schaefer from US Aquatics wanted to know which proposal was picked so they can narrow down on numbers. They are waiting for that information and will provide the information for free.

   Should the therapeutic facility be part of the RFP and not just aquatic pool?

   The risk is if US Aquatics can only give a range it could further delay the process. But if we do not award it, are we wasting companies’ time. Should we look for a second opinion as an independent review? Consensus was yes to get a second opinion.

   **Action:**
   No formal action taken.

   **Follow Through:**
   Administration and Facilities will follow-up with US Aquatics.

   D. **Justice for Children’s Bill**

   **Discussion:**
   Dawn Perez, Social Services, explained Senate Bill 326/Assembly Bill 429 and the resolution in
opposition to senate bill 32/6/assembly bill 429 affecting child welfare practices.

The primary concern with the legislation is that this piece of legislation would require all threatened and neglected cases referred to law enforcement. Currently if there are grounds of a significant abuse case then it’s referred, but this law would be every case. All referrals would need to be within 12 hours including weekends and holidays plus referring to the District Attorney’s office for prosecution. Currently Social Services has guidelines that vary with the responses needed. Reporting all case would bog down the system.

Some unintended consequences are investigation with law enforcement on cases that they have no jurisdiction over. No conversation with any agencies that work with the children and know the process has ever taken place.

The request is to have County Board oppose the current bills as they stand. Do you support moving forward the resolution?

The death of a couple children has started this movement. It puts the control on the state and takes control out of the local agencies. Don’t create another problem trying to fix another problem.

Keep resolutions in line with the bills. The committee supports opposition, but would like a more accurate resolution that is specific to our County and how it impacts us.

Action:
MOTION BY LEONARD; SECOND BY TREMELLING TO SUPPORT THE CONCEPT AND FORWARD THE REVISED RESOLUTION TO COUNTY BOARD FOR APPROVAL. MOTION CARRIED

Follow Through:
Brad will work with Dawn Perez to revise the resolution and bring this forward to County Board.

5. Next Meeting Logistics and Topics:
   A. Committee members are asked to bring ideas for future discussion
   B. Next Meetings:
      ▪ Thursday, January 28, 2015 at 3:30 p.m.

6. Announcements - None

7. Adjournment
   There being no further business to discuss, MOTION BY MICHALSKI; SECOND BY BANDOW; TO ADJOURN THE HEALTH & HUMAN SERVICES COMMITTEE MEETING. MOTION CARRIED. Meeting adjourned at 3:12 p.m.

Respectfully submitted by
Mary Palmer
Joint
MARATHON COUNTY PUBLIC SAFETY COMMITTEE and
HEALTH & HUMAN SERVICES COMMITTEE MEETING
MINUTES

Wednesday, December 9, 2015 – 12:00 p.m.
Employee Resources Conference Room (C-149), Courthouse

Attendance:

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<th>Public Safety</th>
<th>Present</th>
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<th>Health &amp; Human Services</th>
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<th>Absent</th>
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<tr>
<td>Craig McEwen, Chair</td>
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<td>John Robinson, Chair</td>
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<td></td>
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<tr>
<td>Matt Hildebrandt, Vice-Chair</td>
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<td>Ken Day, Vice-Chair</td>
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<tr>
<td>Sherry Abitz</td>
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<td>John Bandow</td>
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<tr>
<td>Rick Duerr</td>
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<td></td>
<td>Matt Bootz</td>
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<tr>
<td>Karen Kellbach</td>
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<td>Joanne Leonard</td>
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<td>Jim Schaefer</td>
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<td>Maynard Tremelling</td>
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</table>

Also Present: Deb Hager, Brad Karger, Ken Heimerman, Chad Billeb, Jeff Zriny, Gary Bezucha, Brian Kowalski, Laura Yarie, Sandra LaDu-Ives, E.J. Stark, Joan Theurer, Mary Palmer

1. Call Meeting to Order
The Public Safety meeting was called to order by Chair Craig McEwen at 12:00 p.m. The Health & Human Services meeting was called to order by Chair Robinson at 12:00 p.m.

2. Policy Issues Discussion and Committee Determination to the County for its Consideration
A. What Does Success Look Like for Mental Health Services for Offender Populations:
   1. Community Service’s Program Board Transition Plan for North Central Health Care (NCHC) Leadership
   2. Crisis Services
   3. Services in the Jail
   4. Community Outpatient Services

Discussion:

1. Community Service’s Program Board Transition Plan for North Central Health Care (NCHC) Leadership

Jeff Zriny’s Perspective – As the incoming Chair of the Community Services Program Board Zriny has priorities to meet the needs of the three counties under contract,
- understand NCHC through open communication;
- understanding NCHC and Marathon, Lincoln and Langlade County Boards
- build collaboration between NCHC and the Counties to meet current needs and future needs.

NCHC Board – Wit Keefer is coming to Wausau and meeting NCHC board, executive committee and would like to meet with other stakeholders. It’s anticipated that interviews for a new CEO will take place in mid-April with a start date of mid-summer.

Laura Scudiere will fill Toni Simonson position.

Inpatient psychiatric hospital has 16 beds and can go up to 20 beds. NCHC has contracts with 22 other counties for mutual aid. 90+% of patients come from the three counties. If NCHC takes someone from another county, it doesn’t mean we are taking a loss. Through end of October, 2015 the Sheriff’s department has arranged 93 transports which include juveniles,
violent individuals, etc. 84% are transferred due to no room.

What are the financials? How much of the tax levy provided to NCHC goes into these services? More data is needed regarding finances. Are there incentives to keep patients local?

NCHC was created for the benefit of the three counties – Marathon, Langlade and Lincoln. Programs are mutually beneficial. Are our problems the same as other counties? Zriny stated that the other board members don’t say there are problems.

Marathon County is a leader on services and our needs are different than Lincoln and Langlade. The counties do have the authority to give direction through the statutes. Are we getting the services we need in Marathon County vs Lincoln and Langlade Counties.

The County appoints Marathon County’s NCHC board members. The direction to NCHC Board members is to maximize efficiencies. Maximize efficiencies to take individuals from other counties to keep the rooms full. What is the definition of maximize efficiencies. We have always requested more cost effective which increases efficiencies. It may not be in writing, but it is expected.

The financial analysis will be done soon and then brought to the next public safety committee meeting on January 13.

Being accountable to Marathon County has changed his outlook as a NCHC Board member. There is an education process for incoming board members at NCHC and expectations are explained. Communication and collaboration will be important.

Zriny pledges his availability to work through it and
• build a stronger relationship with all 3 county boards -
• address misinformation
• begin to create a level of confidence in NCHC

2. Crisis Services:
Deb Hager went through the handout on an overview of Marathon County Community Mental Health services for offender populations. Do we want to expand crisis services to include a continuum of services? Should options be explored?

What are the county’s expectations and what are the outcomes? Identify them early in the process. Gather significant and meaningful data on whether this system will work such as a reduction in number of bed days utilized by offender population by detox.

Both committees support exploring developing the work plan issues. Administration is asked to identify and guide committees on outcomes. Support moving ahead and accepting the concept of proactive, reactive and interim stages. Can it be identified as the approach to start with reactive to set proactive. Once it’s stable how is relapsing stopped?

Consensus from the committees emerged that Deb Hager and Chad Billeb will build a work plan to be shared in the future.

Should Marathon County revisit some of the policies of NCHC that result in diversions to out of county facilities.

The County would like NCHC to better define what the basis for those transports are and are there best management practices or policies to minimize the transports. The cost to the county
is law enforcement hours (1 – 2); plus displacement of person from home area.

How can the number of beds used be maximized to reduce out of county placement.

3. **Services in the Jail**
   Does Marathon County wish to develop a secured facility for offenders with mental health needs? It would need to be part of a bigger continuum. Could offenders continue with tele-psychiatry? This is basically for writing prescriptions and understanding therapeutic levels. Should the Jail contract with the correctional medicine vendor for tele-psychiatry?

   Continuity of care is needed. Keep the number of handoffs low. The committees like what’s happening when in jail, but upon release offenders lose that continuity. Can we have tele-psychiatry available after release?

4. **Community Outpatient Services**
   Should Marathon County expand its evidence treatment program for moderate to high risk offenders?

   Does Marathon County wish to create the same treatment program through NCHC for moderate to high risk offenders?

   Does Marathon County wish to reallocate resources to address the current wait list through Attic Correctional Services?

   Population estimate need to be identified along with expected outcomes, target recidivism with a goal of 10% or less. Allocation and reallocation will be easier with this information.

   There is a wet house concept for those nearing end of life for long term, chronic and terminally ill alcoholics. This would need less law enforcement resources. There are people in their disease process that putting them through detox doesn’t make sense.

   Good discussions. Like focusing on where we are going. There has been progress even though it’s slow. Thank all parties for working together to break down and identify issues. This will require prioritization of resources.

**Action:**
No action taken

**Follow through:**
No follow through needed.

3. **Adjournment**
   MOTION BY KELLBACH; SECOND BY MASZK; TO ADJOURN THE PUBLIC SAFETY COMMITTEE MEETING. MOTION CARRIED. Meeting adjourned at 1:50 p.m.

   MOTION BY LEONARD; SECOND BY BANDOW TO ADJOURN THE HEALTH & HUMAN SERVICES COMMITTEE MEETING. MOTION CARRIED. Meeting adjourned at 1:50 p.m.

Respectfully submitted by,
Mary Palmer
RESOLUTION R-_______-16

APPROVING STEPS TOWARD WITHDRAWAL OF MARATHON COUNTY FROM THE TRI-COUNTY JOINT CONTRACT WHICH CREATES THE NORTH CENTRAL COMMUNITY SERVICES PROGRAM BOARD AND TERMINATION OF MARATHON COUNTY’S RELATIONSHIP WITH NORTH CENTRAL HEALTH CARE.

WHEREAS, the Marathon County Board of Supervisors have entered into a series of Joint Contracts to create and renew the North Central Community Services Board as a multi-county community services program with Lincoln and Langlade County; and

WHEREAS, the Marathon County Board has determined that a multi-county community services program may no longer meet the needs of the residents of Marathon County; and

WHEREAS, the Marathon County Board has determined that it may be in the best interest of the residents of the county to take steps necessary to withdraw from the tri-county agreement and pursue evaluate the creation of a Human Services Department governance structure to oversee both social services and the department of community programs require, pursuant to §51.42, Wis. Stats.; and

WHEREAS, creation of a Human Services Department requires that the county conduct a feasibility study and draft an implementation plan in order to procure state approval; and

WHEREAS, it is manifestly fair for the Marathon County Board to advise the partner counties of its intent to withdraw and prudent management to conduct the investigation and fact gathering necessary in order to implement such a substantial change prior to taking a final vote on a resolution to withdraw.
Marathon County Executive Committee met on January 16, 2016 and approved this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Marathon County Board of Supervisors hereby resolves as follows:

approves 1. It is the intent of the Marathon County Board to pursue the creation of Human Services Department and to vote on a resolution approving withdrawal of Marathon County from the Tri-County Joint Contract which creates the North Central Community Services Program Board and termination of Marathon County’s relationship with North Central Health Care.

2. County Administration is hereby directed to:

A. Conduct a feasibility study and draft an implementation plan for the creation of a Human Services Dept.

B. Utilize the Human Services Study previously authorized, which is currently in the Request for Proposal Stage.

C. Continue to collaborate with the appropriate officials from Lincoln and Langlade Counties to insure that they are fully advised of Marathon County’s findings and to receive their input regarding the effects of Marathon County’s withdrawal on the residents of Lincoln and Langlade County prior to any final vote

BE IT FURTHER RESOLVED that all appropriate officials of Marathon County are hereby authorized and empowered to take actions necessary to effectuate the purposes of this resolution.

BE IT FURTHER RESOLVED that the expected effective date of this withdrawal is January 1, 2018, unless either of the other two counties involved also decide to withdraw, or the counties otherwise
agree to an earlier termination date. Final vote on a resolution to withdraw will be taken no later than the September, 2016, County Board Meeting.

Submitted this ____ day of January, 2016.

EXECUTIVE COMMITTEE

______________________________________  ______________________________________

______________________________________  ______________________________________

______________________________________  ______________________________________

______________________________________  ______________________________________

______________________________________  ______________________________________

Fiscal Impact Estimate: No Levy Impact of withdrawal is undetermined/anticipated at this time for 2016 Budget. One purpose of this resolution is to create a mechanism to study fiscal impact. The effect of this resolution on future budgets will be developed through the regular process.
Current Issue

DSS is responsible for the care and custody of children and youth who fall within the jurisdiction of Chapter 48 (Child Protective Services) and Chapter 938 (Juvenile Justice). Currently, there is an unmet need for crisis services to this population. North Central Health Care operates a youth crisis stabilization program that is utilized for up to 24 hours, with capacity for one youth, at times up to two youth. This program is available for the entire community, not just DSS clients, which further stretches the resource.

Current Administrative Rule allows for crisis services of youth up to 5 days in approved settings.

Because the current service is not always available and doesn’t have longer term capacity, some youth have been placed in inadvisable placements short term. Other youth have received crisis and respite services from specialized foster homes, which depletes this resource for ongoing placements. Lack of a longer term stabilization setting also diminishes the ability to place youth who require a Brief Therapeutic Intervention of respite per their crisis plans.

Proposed Solution

Marathon County DSS proposes to coordinate the implementation of a youth group home in Marathon County. The model under consideration is for an 8 bed male and female group home, ages 12-16. The home would be licensed through the Department of Children and Families, and owned and operated by an experienced child caring organization through publication of an RFP. The home would be under contract with, and only used by, Marathon County DSS. The preferred model is for single rooms allowing for privacy to accommodate crisis Stabilization services.

The location of the group home will be selected based on access and relationships to law enforcement, school districts, and the community.

The preferred provider would have experience in managing youth group homes, coordination of high needs youth treatment plans, and provision of aftercare services.

Anticipated Outcomes

Establishment of a youth group home in Marathon County would allow for a number of youth to be returned to our community while remaining in placement, and offer a local option for youth requiring new placements.
In addition, there will be a significant increase in the availability of crisis services for the youth that DSS serves, both in number and length of service.

Specialized treatment foster homes will be supported in more options for crisis and respite options for youth, and be called upon less often to provide high level respite care to youth in crisis.

Lastly, there will be improved outcomes for youth in being connected with the proper placement for crisis and respite services.

**Financial Projections**

In the proposed model, current funding allocated to DSS for placements, would be shifted to 5-6 longer term placements in the group home to provide for a stable base of funding. The remaining beds, 2-3, would be designated for crisis services or respite services for youth who have immediate crisis needs, or require short term placement as part of their crisis plan.

Additional sources of funding include reimbursement through Comprehensive Community Services and Crisis Stabilization funding (Medical Assistance).

In addition to the annual operating costs, there will be startup costs including acquisition of a building and remodeling. The recommended method to fund the startup costs is through a partnership with the child caring organization with a method of reimbursement of these costs over an extended time period.

### Estimated Youth Group Home Costs

#### Year: 2016 (Half Year - estimated start date of 7/1/16)

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<td>Contribution to Remodeling</td>
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<td>6.75 Placements*</td>
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*Placement cost based upon 2016 rate of $188 per day per placement.

#### Year: 2017 (Full Year)

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<td>Contribution to Remodeling</td>
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<td>6.75 Placements*</td>
<td>$464,454</td>
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<td>Out of Home Placement</td>
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*Placement cost based upon 2016 rate of $188 per day per placement.
**Funding Analysis**

Through diversion of current allocations to fund or divert out of home placements, the current projection of costs could be absorbed within the DSS annual budget. The use of these placement dollars for this new service depends on the appropriateness of youth currently in placement to be relocated to the new group home.

The sources of the reallocation of funding are approximately 60% levy and 40% state matching funds. Another potential source of revenue is Medical Assistance dollars for Crisis Stabilization services when that part of the program is operational, however, that would be a small percentage of revenue of the whole.

There is a financial risk to creating this program if Overall County out of home placement costs exceed budgeting amounts, however, this is the scenario faced each year.
Marathon County Health & Human Services Program Review
Marathon County Health Department

Title of Programs: Environmental Health & Safety and Water Testing Lab

County Dollars Involved: $409,950
Other Funding Dollars Involved (grants, private, fees): $676,456

Total Program Cost: $1,086,406
Direct Service Cost (program staff, supervision, program operations, etc.): $967,119
Indirect Service Cost (central department overhead): $119,287

Program Description: The Environmental Health & Safety and Water Testing programs:
- Work with businesses to have lodging, recreation water, and food sold be safe, thereby, not making people sick,
- Protect the public from environmental (human health) hazards, which includes radon, mercury, asbestos, mold, general nuisances (e.g., pet/rodent, insect, garbage, animal waste, methamphetamine drugs), housing, etc.,
- Test private and public drinking water to ensure it is safe to drink, thereby, not making people sick (Coliform Bacteria, Nitrate, Fluoride, Copper, Iron, Arsenic, Alkalinity), and
- Perform compliance tests on sewage treatment plants and recreational water samples.

The Health Department serves as an agent by contract to the State of WI Department of Health Services, Department of Agriculture, Trade and Consumer Protection, and Department of Safety and Professional Services to provide health inspections and licensing for the following businesses: restaurants, taverns, food stands, schools, retail food (grocery and convenience stores), hotels/motels, mobile home parks, campgrounds, swimming pools, tattoo and body piercing.

Mandated Service

1. Is this a mandated service? If yes, please provide reference(s) to mandate(s) and specifically explain why the program is essential to fulfilling the mandate.

Local Health Departments are mandated to have a human health hazard program, thereby responsible for investigating all suspected hazards and instituting abatement and control measures to protect the individual (WI Statute Chapter 254.59 Human Health Hazard).

The Licensing Program is a mandated service for Level 3, the highest level for a Health Department. Marathon County has chosen to be a Level 3 Health Department. Level 3 Health Departments are required to be an agent of the state for licensing per WI Statute Chapter 251 Local Health Officials Level 3 Health Departments.
The Water Testing Lab is not a mandated service, however does assist in assuring swimming pools are safe to swim in and tests non-municipal water systems (e.g., churches, taverns, campgrounds, restaurants) to ensure water is safe for consumption under a DNR contract.

2. **To what extent does the program exceed or fall short of what is required in the mandate(s)? Please be specific.**

   Services provided to respond to human health hazard complaints are keeping with the state mandate and Marathon County Human Health Hazard Regulation.

   The Licensing Program operates the food safety program within the established standards set forth by the State of WI Department of Agriculture, Trade and Consumer Protection (DATCP) and Department of Health (DHS). Annually, the Health Department submits a self-assessment of the program standards to DATCP and DHS. An on-site audit is done every five-years, having an evaluation completed in August 2015 by DATCP. The Health Department is keeping with DATCP and DHS program standards.

   The Water Testing Lab is licensed by the Department of Natural Resources (DNR) and Department of Health Services (DHS). Program audits were done in April 2015 by DATCP and October 2014 by DNR. The Health Department is keeping with DNR and DHS program standards.

**Strategic Alignment**

3. **In what ways does this program contribute to achieving Marathon County’s goal of being the healthiest, safest or most prosperous County in the State?**

   The Licensing and Water Testing Lab programs contributes to Marathon County being the healthiest and most prosperous county by assuring safe food, drinking water, lodging, recreational water for residents and visitors. The Centers for Disease Control (CDC) estimates that each year roughly 1 in 6 Americans get sick from foodborne diseases. Foodborne illness cost approximately $1,900 per illness which includes the cost of medical care, work loss, and quality of life (Health-Related Costs from Foodborne Illness in the United States, March 2010). Locally, the Licensing program has been very successful in responding to reports of foodborne illnesses by identifying the organism that made individuals sick, determining how it was transmitted, and providing clear guidance to business owners to prevent foodborne illness from occurring in the future. For business owners, the program reduces their risk for foodborne illness, thereby decreasing the economic impact due to lost revenue and/or employee absenteeism.

   The Human Health Hazard program contributes to the goal of making Marathon County the healthiest and safest county by reducing the risk for residents and visitors in being exposed to a health or safety hazard.
4. In what ways does this program contribute to the goals and action steps of the 2016 Marathon County Comprehensive Plan?

The Licensing Program contributes to the Health and Human Services goal, “Marathon County promotes the physical, mental and social health of the community and takes steps to support healthy living for all residents at all stages of life”, and specifically the objective, “people living in Marathon County will have access to safe, healthy, affordable food”.

The Water Testing Lab supports the Water Resources goal, “The water resources in Marathon County are of the highest quality, for the safety of residents and health of aquatic ecosystems, and are protected from damaging behaviors like overuse and pollution”, and specifically the objective “protect and enhance the quantity and quality of potable groundwater and potable surface water supplies” by monitoring private and public drinking water.

Program Outcomes

5. What are this program's most important attainable goals, measures, or outcomes? To what extent is the program meeting these goals? Please include performance data.

Licensing Program – In 2014, 895 licenses were issued for Marathon County businesses. The following are key measures for the program.

<table>
<thead>
<tr>
<th>Performance Goal</th>
<th>Measure</th>
<th>Benchmark</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restaurants located in Marathon County will have fewer than five (5) critical violations associated with disease transmission.</td>
<td>90% of restaurants’ inspections will have fewer than 5 critical violations.</td>
<td>90%</td>
<td>95%</td>
<td>96%</td>
<td>98%</td>
<td>97%</td>
</tr>
<tr>
<td>Retail food establishments in Marathon County fewer than five (5) critical violations associated with disease transmission.</td>
<td>90% of retail food establishments’ inspections will have fewer than 5 critical violations.</td>
<td>90%</td>
<td>99%</td>
<td>99%</td>
<td>98%</td>
<td>100%</td>
</tr>
<tr>
<td>Pools and whirlpools located in Marathon County will be bacteriologically safe.</td>
<td>90% of pools and whirlpools samples will be bacteriologically safe.</td>
<td>90%</td>
<td>96%</td>
<td>95%</td>
<td>97%</td>
<td>97%</td>
</tr>
<tr>
<td>The re-inspection ratio for pools and whirlpools will be no more than 5%.</td>
<td>5%</td>
<td>5.0%</td>
<td>0%</td>
<td>5.7%</td>
<td>4.1%</td>
<td></td>
</tr>
<tr>
<td>Tattoo businesses in Marathon County will not expose their clientele to</td>
<td>90% of tattoo businesses will have follow infectious disease guidelines.</td>
<td>90%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>
**Human Health Hazards** - In 2014, 514 complaints and consultation/technical assistance contacts were made, completing 39 investigations. The following are key measures for the program.

<table>
<thead>
<tr>
<th>Performance Goal</th>
<th>Measure</th>
<th>Benchmark</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce or eliminate human exposure to environmental health hazards.</td>
<td>95% of complaints or inquiries received are resolved through education, collaboration, or referral, having no enforcement action taken.</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Reduce indoor exposure to radon.</td>
<td>100% of owners with elevated radon tests will be notified of corrective action to reduce levels to meet EPA standard.</td>
<td>100%</td>
<td>100% Note: 113/169 tests were elevated</td>
<td>100% Note: 162/283 tests were elevated</td>
<td>100% Note: 133/211 tests were elevated</td>
</tr>
<tr>
<td>Reduce indoor exposure to radon.</td>
<td>Number of radon systems installed</td>
<td>None</td>
<td>456</td>
<td>513</td>
<td>441</td>
</tr>
<tr>
<td>Residents and visitors will be assured a safe drinking water sources from transient well systems.</td>
<td>100% of transient well systems inspected will meet state guidelines.</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Risk for environmental contaminates will be known prior to the county acquiring a tax delinquent property.</td>
<td>100% of tax delinquent properties acquired by the county will have a report on file as to known environmental contaminates.</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>
**Water Testing Lab** – In 2014, there were 2,839 public drinking water samples and 1,408 private drinking water samples tested in the lab. In 2014, 93% of public drinking water samples were bacteriologically safe (92% in 2013) as were 84% of private public drinking water samples (85% in 2013). The following are key measures for the Program.

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DRINKING WATER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total number of samples</td>
<td>4634</td>
<td>4492</td>
<td>5164</td>
<td>4112</td>
<td>4247</td>
</tr>
<tr>
<td>Bacteriologically safe samples</td>
<td>3820</td>
<td>3655</td>
<td>4373</td>
<td>3661</td>
<td>3931</td>
</tr>
<tr>
<td>Bacteriologically unsafe samples</td>
<td>642</td>
<td>447</td>
<td>418</td>
<td>451</td>
<td>401</td>
</tr>
<tr>
<td>Nitrate&gt;10.0mg/l (unsafe for pregnant women &amp; infants)</td>
<td>95</td>
<td>99</td>
<td>99</td>
<td>84</td>
<td>100</td>
</tr>
<tr>
<td><strong>RECREATIONAL WATER (pools &amp; beaches)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total number of samples</td>
<td>1885</td>
<td>1919</td>
<td>1946</td>
<td>1899</td>
<td>1918</td>
</tr>
<tr>
<td>Bacteriologically satisfactory samples</td>
<td>1809</td>
<td>1843</td>
<td>1839</td>
<td>1850</td>
<td>1858</td>
</tr>
<tr>
<td>Bacteriologically unsatisfactory samples</td>
<td>76</td>
<td>71</td>
<td>92</td>
<td>49</td>
<td>60</td>
</tr>
</tbody>
</table>

6. **Has this program increased its reach, productivity, efficiency and effectiveness by collaborating with other peer or intergovernmental programs? How? To what extent?**

   The Environmental Health & Safety program works closely with other government entities including but not limited to state departments (Department of Agriculture, Trade and Consumer Protection, Department of Safety and Professional Services, Department of Health Services, Department of Natural Resources), other local health departments, and municipalities building inspectors, law enforcement, Social Services, and Marathon County Conservation, Planning and Zoning.

   The Water Testing Lab works closely with area municipal water utilities and sewage treatment plants and state departments (Department of Agriculture, Trade and Consumer Protection, Department of Natural Resources). The Water Testing Lab provides services to the US Forest Service, testing campsite wells from the Nicolet and Chequamegon National Forest.
REQUEST FOR PROPOSAL
PRIORITY BASED BUDGET CONSULTING

ISSUE DATE: January 4, 2016
RFP DUE DATE: 3:00 p.m. February 1, 2016
LOCATION: County Administrator’s Office
County of Marathon
Courthouse - 500 Forest Street
Wausau WI 54403

STAFF: Brad Karger, County Administrator
brad.karger@co.marathon.wi.us

PHONE: 715-261-1400 FAX: 715-261-4173

Proposals will be received by the County Administrator’s Office at the specified location until the time and date cited above. Only proposals received by the correct time and date will be recorded.

Proposals must be submitted in an envelope marked “RFP Response for Priority Based Budget Consulting” and the Vendor’s name and address clearly indicated on the envelope. All proposals must be completed in ink or typewritten and submitted by the time and date above.

Vendors are strongly encouraged to carefully read the entire Request for Proposal.
1. **SCOPE OF WORK**
   Below is a general outline of the anticipated scope of work. However, the final scope of work will be negotiated with the successful proposer.

   The successful vendor will help County leaders evaluate services against each other and determine which services are best aligned with the County’s priorities. It will help the County Board, County staff and the public learn how to value services and to divest themselves of lower-priority services. The successful vendor should also equip the County with the information/programs/tools necessary to address future challenges as they arise. This would include a methodology that can be used to evaluate new, future program offerings in comparison to existing services, and to combine services where most desirable.

   The selected vendor will be expected to provide advisory, analytical and facilitation assistance in the establishment of the County’s Priority Based Budgeting process. The selected vendor shall work with the County Administrator, as the primary point of contact. Services required of the selected vendor may include, but not be limited to, the following:

   A. Assist the County in diagnosing fiscal problems and treatment options.
   B. Assist the County in identifying the most important goals of the County.
   C. Assist the County in steering resource allocations toward the most valuable programs and services.
   D. Provide training and advisory assistance to County staff and/or officials in creating and reviewing program scores.
   E. Develop and support the peer review process to validate program scores. This may include participation of County Board members and other external stakeholders, as well as County staff.
   F. Assist with the calculation of departmental target budgets to ensure resource allocation are consistent with available revenues.
   G. Provide training and coaching in the utilization of the allocation tools during the budget development process.
   H. Be available for meetings as required.
   I. Assist with the presentation of the first complete priority based budget to demonstrate how the program prioritization process was used to enhance decision-making. This may include multiple presentations to County Board.
   J. Explore ideas with County staff and County Board for additional citizen engagement in future budget years.

2. **CONTEXT**
   Marathon County Government has steadily decreased its tax rate from $6.0945 per thousand of assessed value in 2002 to $5.1256 per thousand of assessed value in 2016.
During that same period the tax levy has increased by $9,459,310 to accommodate growing communities and several big increases in correctional costs.

Marathon County is well regarded in the community for its stewardship of resources. Most community leaders believe that the County provides a good value for the public services it provides.

Looking to the future, however, the leaders of Marathon County Government can see a financial problem emerging as early as the 2017 budget with a $5,800,000 deficit anticipated. There has been discussion about filling part of the deficit with a new wheel tax which is expected to generate $3,000,000 in new revenues. The remaining $2,800,000, however, in the preliminary view of the current County Board leadership needs to come out of administrative efficiencies and a reallocation of funds from low priority programs to programs that represent a higher priority.

Once the 2017 budget issues are resolved it is anticipated that the same financial pressures, compounded by State imposed levy limits will require continued attention and fiscal discipline for the foreseeable future. We need a process that can guide us long-term as much, if not more than we need a fix for the 2017 budget.

3. ISSUING AGENCY
   The Marathon County Administration Office is issuing this Request for Proposal (RFP) on behalf of Marathon County Government. The Marathon County Administration Office is the sole point of contact for this RFP. Sole contact person for this proposal is Brad Karger, County Administrator.

4. INCURRING COSTS
   The County of Marathon is not liable for any costs incurred by any applicant in replying to this RFP.

5. APPLICANT RESPONSES TO THE RFP SPECIFICATIONS
   Proposals submitted in reply to this RFP shall respond to the specifications stated herein. Failure to respond to the specifications may be a basis for a proposal being eliminated from consideration during the selection process. Marathon County Government reserves the right to reject any or all proposals and any part of a given proposal.

6. PROPOSAL CONTENT
   A. Each Proposal shall include the following:
      The Proposal must detail how the Vendor will provide the Scope of Services required by this RFP and the cost of providing those services. Proposal costs submitted should reflect a three-year contract with the option for a one (1) year extension. Price guarantees should be included, if applicable. Vendors are encouraged to present in their Proposals any alternate or creative means of providing any item specified in the Scope of Services, and the affect that would have on the proposed prices.

   B. Provide the following information relative to your firm:
1. Firm name and business address, including telephone and facsimile numbers and e-mail address.
2. Year established (include former firm names and year established). Identify the country and state in which the firm was incorporated or adopted.
3. Provide the firm’s type of ownership and, if applicable, parent company or subsidiaries. Include dates of any corporate mergers and/or acquisitions, including all present and former subsidiaries with dates of any and all restructuring since the founding date.
4. Clarify the business address and telephone number of the office(s) at which the work is to be accomplished (if different than item #A). Also include the name, address and telephone number of the project manager, if different than item A.

C. Organizational Structure
Describe your firm’s organizational structure and discuss how you anticipate organizing your project team for this engagement.

D. Key Staff Resumes
Provide a listing of key project term members who will be involved. Provide resumes for the project manager and other key managerial staff and technical information, which include work experience, education, and any work-related publications. The key people proposed for the project must actually participate. If, because of extenuating circumstances, a member must be replaced, the County must approve the new member.

E. Experience and Qualifications
Set forth with experience and qualifications as they relate to the proposed project in terms of technical scope, tasks involved, deliverable products, and other elements of the work as they relate to the evaluation criteria and all requirements of this RFP. The County seeks the following minimum qualifications:
1. Demonstrated expertise in priority based budgeting.
2. Relevant experience providing training and support to multiple local governments implementing priority based budgeting.
3. Relevant experience in facilitating a citizen engagement process.
4. Extensive knowledge and experience with local government, governmental finance and budget processes.
5. Strong written, verbal and interpersonal communication skills.
6. Resource capacity to complete tasks on time.
7. Experience in presenting findings in a public setting.

F. References
Each Vendor must furnish a minimum of five (5) references. At least three (3) of the five (5) references should be from organizations of similar size and complexity as Marathon County. Each reference must identify and describe the project worked on, and specify the originating and final project manager for the party providing the reference. References may or may not be reviewed or contacted, at the sole discretion of the County.

7. PROJECT INITIATION
Describe how quickly after contract signature the County can expect to begin this consulting engagement and the likelihood that we will have results available in time that can help us with the 2017 County Budget.
8. **TIMELINE**
Request for proposals available: January 4, 2016
Proposals due: February 1, 2016 at 3:00 p.m.
Notification to responders: February 8, 2016

9. **PROPOSAL EVALUATION**
Proposals, which the County determines in its sole discretion, that are deemed responsive to this RFP, will be reviewed and evaluated by the County. The County reserves the right to request Vendors to make one or more presentations to County officials at the Vendor’s sole cost and expense, addressing Vendors’ ability to achieve the objectives of this RFP. Proposals will be evaluated, in part, according to whether the Vendor meets the minimum qualification and submits a proposal complying with all of the requirements of this RFP.

Evaluation of vendor proposals will be based on the following criteria;

30% Methodology – that the vendor will use to conduct work outlined in RFP and evidence of ability to perform the work described herein.
25% Experience – previous experience performing related projects of complex nature, including, but not limited to, similar size and type of organization.
25% Cost of proposal
15% References – will be based on references submitted as part of RFP, but can include clients not submitted.
5% Staff – capability and availability of professional staff to serve the County of Marathon in a competent and timely manner.

The selection committee has not yet been formed, but is likely to include leaders in these positions:

- County Board Chair
- Finance and Property Committee Chair
- County Administrator
- Sheriff
- Finance Director

10. **SUBMITTAL OF PROPOSALS**
All proposals must be submitted in a sealed envelope clearly labeled, “Priority Based Budget Consulting”. Submit ten (10) copies of your proposal(s) to:

Brad Karger
County Administrator
Courthouse
500 Forest Street
Wausau WI 54403

Proposals may be mailed or hand delivered; however, only those received in the County Administration Office by 3:00 p.m. on February 1, 2016, will be considered under this solicitation. Applications received after this time and date will not be accepted. Deposit in the mail is not sufficient. All proposals will be opened at 3:00 p.m. on February 1, 2016 in the County Administration Office, Courthouse, 500 Forest Street, Wausau WI.
11. MARATHON COUNTY PROCUREMENT POLICY

All aspects of this Request for Proposals will be in accordance with the Marathon County Procurement Policy, Sections 3.01 through 3.16 of the General Code of the County of Marathon. A copy of the Procurement policy is available at the office of the Marathon County Clerk, Marathon County Courthouse, 500 Forest Street, Wausau, Wisconsin 54403 and on the Marathon County website www.co.marathon.wi.us. The following are excerpts from the Marathon County Procurement Policy:

A. Public Announcement and Selection Process

It is the policy of Marathon County to publicly announce all requirements for consulting services and to negotiate such contracts on the basis of demonstrated competence and qualifications and past performance with existing contracts as determined in prequalifying procedures. In the procurement of consulting services, Marathon County shall request firms to submit a statement of qualifications and performance data. All information submitted in response to the Request for Proposals shall constitute a Public Record upon award of this contract.

B. Termination Of Contract

The County may, for its convenience, terminate this contract at any time by a notice in writing from the County to ________ by certified mail. If the Contract is terminated by the County as provided herein, ________ shall be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of ________ covered by this Contract, unless payments of compensation have previously been made.

C. Change Orders

The scope of the services to be performed under this Contract may be amended or supplemented by mutual written agreement between the parties to the Contract. This amendatory provision shall not operate to prevent the County from exercising its reserved right to establish reasonable time schedules of and for any of the work or services to be performed by ________ hereunder, nor to cancel any of the services not performed at the time notice is given to ________ of the cancellation of such services or portion of the work to be performed hereunder.

D. Gratuities And Kickbacks

It shall be unethical for any person to offer, give, or agree to give any elected official, employee or former employee, or for any elected official, employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer for employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the contents of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceedings or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore.

It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or a higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract, or order.
E. Non-Appropriation Of Funds
Notwithstanding anything contained in this contract to the contrary, no Event of Default shall be deemed to have occurred under this contract if adequate funds are not appropriated during a subsequent fiscal period during the term of this contract so as to enable the County to meet its obligations hereunder, and at least thirty (30) days written notice of the non-appropriation is given to _______.

F. Hold Harmless
_______ hereby agrees to release, indemnify, defend, and hold harmless Marathon County, their officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the performance of contractor, its officers, officials, employees, agent or assigns. Marathon County does not waive, and specifically reserves, its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.

G. Americans With Disabilities Act Compliance
In connection with the performance of work under this contract, _______ agrees that no qualified individual with a disability, as defined by the Americans with Disabilities Act, shall, by reason of such disability, be excluded from participation and the benefits of services, programs, or activities, including employment, or be subjected to discrimination. _______ is specifically notified that it is subject to all employment requirements listed under Title I of the Americans with Disabilities Act by virtue of its contract with Marathon County, a public entity. _______ is specifically notified that it is subject to federal requirements to assure participation and access to public facilities, programs, and activities under Title II of the Americans with Disabilities Act by virtue of its contract with Marathon County, a public entity. These requirements mandate separate or special programs or reasonable modification of existing programs, services, and activities without surcharge to disabled individuals as long as safety is not compromised. _______ shall provide a similar notice to all its subcontractors.

H. Insurance Requirements
_______ shall not commence work under this contract until all insurance required under this paragraph is obtained, and such insurance has been approved by the County, nor shall ____ allow any subcontractor to commence work on their subcontract until all similar insurance requirements have been obtained and approved.

(a) Worker's Compensation Insurance. _______ shall obtain and maintain throughout the duration of this contract statutory Worker's Compensation insurance for all of its employees employed at the site or while working on this project. In case any work is sublet, _______ shall require the subcontractor similarly to provide statutory Workers' Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by _______.

(b) **General Liability, Professional Liability and Property Damage Insurance.**

______ shall secure and maintain in force throughout the duration of this contract such General Liability, Professional Liability and Property Damage Insurance as shall protect him/her and any subcontractor performing work covered by this contract from claims for damages for personal injuries including accidental death, as well as from claims for property damage, which may arise from operations under this contract, whether such operations be by ______, or by any subcontractor or by anyone directly or indirectly employed by either of them; and the amount of such insurance shall be as follows:

- Comprehensive General Liability $1,000,000 per occurrence and in aggregate for bodily injury and Property Damage.

- Professional Liability Coverage, $1,000,000 per occurrence and in aggregate.

- Automobile Liability $1,000,000 per occurrence and in aggregate for bodily injury and property damage.

- Excess Liability Coverage, $1,000,000 over the General Liability and Automobile Liability Coverages.

- If aircraft are used in conjunction with this project, $2,000,000 per occurrence and in aggregate for bodily injury and property damage.

I. **Proof Of Insurance**

______ shall furnish the County with a Certificate of Insurance countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that _______ meets the insurance requirements identified above. The Certificates of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days prior written notice to the County and specify the name of the contract or project covered. The Certificate of Insurance shall be delivered to the Owner, with a copy of the Certificate of Insurance to be delivered to the Risk Management Division for approval prior to the execution of this contract. Upon renewal of the required insurance and annually thereafter, the County shall receive a new Certificate of Insurance for three years after completion of the project. The Certificates shall describe the contract by name and or identification number in the "Description of Operations" section of the form.

J. **Dispute Resolution**

If a dispute related to this agreement arises, all parties shall attempt to resolve the dispute through direct discussions and negotiations. If the dispute cannot be resolved by the parties, and if all parties agree, it may be submitted to either mediation or arbitration. If the matter is arbitrated, the procedures of Chapter 788 of the Wisconsin Statutes or any successor statute shall be followed. If the parties cannot agree to either mediation or arbitration, any party may commence an action in any court of competent jurisdiction. If a lawsuit is commenced, the parties agree that the dispute shall be submitted to alternate dispute resolution pursuant to §802.12, Wis. Stats., or any successor statute.
Unless otherwise provided in this contract, the parties shall continue to perform according to the terms and conditions of the contract during the pendency of any litigation or other dispute resolution proceeding.

The parties further agree that all parties necessary to the resolution of a dispute (as the concept of necessary parties is contained in Chapter 803, Wisconsin Statutes, or its successor chapter) shall be joined in the same litigation or other dispute resolution proceeding. This language relating to dispute resolution shall be included in all contracts pertaining to this project so as to provide for expedient dispute resolution.

K. Non-Debarment Clause

_________ hereby certifies that neither it nor any of its principal officers or officials have ever been suspended or debarred, for any reason whatsoever, from doing business or entering into contractual relationships with any governmental entity. __________ further agrees and certifies that this clause shall be included in any subcontract of this contract.

L. Statement Of Compliance

Vendor has carefully reviewed Marathon County's required contract language, as set forth in the Request for Proposal/Bid pertaining to termination of contract, change orders, gratuities and kickbacks, non-appropriation of funds, hold harmless/indemnification, ADA compliance, insurance requirements/proof of insurance, dispute resolutions, and non-debarment, and is in full compliance with all statements and requirements. This contract language is incorporated herein by specific reference as if set forth in full. Any statements set forth in this contract document that conflict with Marathon County's contract language are superseded by Marathon County's required contract language.

M. Notice Regarding Wisconsin Open Records Law

___________________________________ understands and agrees that Marathon County is a political subdivision of the State of Wisconsin and as such, it is subject to the open records law. ______________________________ specifically agrees to clearly identify any proprietary information containing financial or other information it does not wish disclosed by Marathon County pursuant to an open records request at all times during the course of this agreement.

The following is a new contract term that I would like added to Marathon County's standard contract language:

Notice Regarding Wisconsin Public Records Law. Consultant/Contractor understands and agrees that Marathon County is a political subdivision of the State of Wisconsin. As such, Marathon County is subject to the Wisconsin "Public Records Law." Consultant/Contractor agrees to clearly identify any confidential or proprietary information it does not wish disclosed by Marathon County pursuant to public records requests at all times during the course of this Agreement, or thereafter. In the event Marathon County becomes involved in litigation due to a refusal to release information identified as confidential or proprietary by Consultant/Contractor, Consultant/Contractor agrees to indemnify, defend and hold harmless Marathon County for any costs associated with said litigation.

N. Independent Contractor Status
The relationship of the Contractor to Marathon County shall be that of an independent contractor and the Contractor shall not be entitled to any of the rights, benefits, salaries, wages or fringe benefits which employees of Marathon County are eligible to receive. Nothing in this agreement shall be construed so as to deem the Contractor, its employees or agents; 1) As employees of Marathon County; 2) As carrying out the functions of Marathon County; or 3) As effectively acting as or in place of Marathon County. The Contractor has no authority to incur any obligation for or on behalf of Marathon County. No federal, state, or local taxes or social security deductions or contributions shall be made by Marathon County on behalf of the Contractor.

12. CLOSING
Thank you for reading this request for proposal for Priority Based Budget Consulting. If you decide that this is a good fit for your organization, we encourage you to invest the time and resources to put forward a proposal. If not, thank you for your time in at least considering the possibility.

If you put forward a proposal and are selected to work with our team, we think that you will find that we are strategic in our thinking, committed to high standards of public services, we follow-through on our commitment and we are fun to work with.
Marathon County Health & Human Services Program Review

Marathon County Department of Social Services

Title of Program: Economic Support

County Dollars Involved: $654,177
Other Funding Dollars Involved (grants, private, fees): $2,613,214

Total Program Cost: $3,267,391
Direct Service Cost (program staff, supervision, program operations, etc.): $2,735,088
Indirect Service Cost (central department overhead): $532,303

Program Description:
The Economic Support Program determines eligibility and maintains benefits for the following federal and state programs:

- Medicaid (BadgerCare Plus, Family Planning Only Services, Elderly, Blind and Disabled, Nursing Home and Long Term Care Medical Assistance) provides health care coverage to individuals and families that meet financial and non-financial eligibility criteria.
- FoodShare helps low-income individuals and families to purchase food to obtain a more nutritious diet.
- Caretaker Supplement provides a cash supplement to households where all caretakers are receiving Supplemental Security Income (SSI) payment.
- Child Care assists working families with the cost of daycare

This program is performed within the IM Central Consortium which consists of Langlade, Marathon, Oneida and Portage Counties. Marathon County is the Lead County for the Consortium.

Mandated Service

1. Is this a mandated service? If yes, please provide reference(s) to mandate(s) and specifically explain why the program is essential to fulfilling the mandate.

The 2011-13 State budget no longer required that the Economic Support program be a mandated service administered by county agencies. Part of changing the county administered system to the current consortium system was to allow counties that were not interested in continuing to administer this program to opt out and the State would take over the administration of that county. (Of the seventy-two counties in the State one county, Menomonie, opted out of running the program.)

As the State was going through the budget discussion in 2011, many organizations advocated for counties to administer these programs. Counties believe that they can provide services which are more effective and efficient for their residents.
The Marathon County Board passed County Resolution R – 27 – 11, urging the State lawmakers to keep the counties involved with administering these programs. The Resolution stated that the counties were in a better position to provide local access and advocacy for our residents and local accountability for performance of that work; and that by continuing to utilize a county based model the State could achieve substantial savings within the administration of these programs.

2. To what extent does the program exceed or fall short of what is required in the mandate(s)? Please be specific.

Marathon County opted to stay in the business of administering the Economic Support Programs and is partnering with Langlade, Oneida and Portage Counties to form the IM Central Consortium. Effective 2011, the Department of Health Services reduced the funding statewide by 19% as the case load grows. Inherently, there will be times when the consortium is not able to provide quality services consistently as the resources do not match the need for services.

As a consortium we continue to improve our performance each month of operation and meet the performance standards in most identified areas.

Strategic Alignment

3. In what ways does this program contribute to achieving Marathon County’s goal of being the healthiest, safest or most prosperous County in the State?

Economic Support is a key player in addressing the focus of the County Board’s resolution R-44-12, which addresses the goal of attaining the Healthiest County in the State ranking. In this resolution it states that many different health factors including access to and quality of healthcare, social factors, economic factors and physical environment lead to creating a health community. The Economic Support programs play a major role in several of these factors by providing medical coverage for adults and children within Marathon County so they have the ability to access healthcare. The Economic Support program ensures the access to basic medical insurance and FoodShare for our most vulnerable populations. This supports the acquisition of preventative and comprehensive medical care for children and families.

Families are healthier and safer in Marathon County because they have tools to access needed medical care and basic needs. Marathon County residents become more prosperous with the assistance of the Child Care Program to help pay for high quality day care.

4. In what ways does this program contribute to the goals and action steps of the 2016 Marathon County Comprehensive Plan?


There are several goals in Chapter 3 that are directly related to programs that are provided through Economic Support:
• Goal 1: Persons with disabilities and older adults will live safely and independently. The Economic Support program works in collaboration with the Aging and Disability Recourse Center and Community Care Connections of Wisconsin through Family Care to assist in keeping the older/disabled adults in their homes. The Medicaid Elderly, Blind and Disabled program also provides the health care coverage needed by many of the county’s disabled and older population. The FoodShare program provides assist to those same individuals to supplement their food purchasing ability.

• Goal 2: Promote access to safe, healthy, affordable food. The FoodShare Program plays an essential part of decreasing food insecurity in Marathon County. Each month over 1.3 million dollars in FoodShare benefits are issued to individuals residing in Marathon County.

• Goal 3: Ensure that every child makes it to adulthood with health, stability, education, and growth opportunities. The BadgerCare program provides health care coverage to children, pregnant women and adults who meet a set of income guidelines. For individuals over these limits, this program acts as a portal for accessing health care coverage through the Federal Marketplace, and applications are automatically referred to this program for further processing of health care coverage. The FoodShare program again plays an important role in this goal by providing needed funds to supplement a household’s income.

• Several of the other goals within this section relate to various means of preventing or providing different health care coverage. These goals are directly related to the program as 18% of the population in Marathon County is covered by one of the many different types of Medicaid coverage provide by Economic Support. The fact that individuals are covered by health care provides them the opportunity to seek the care they need in a timely manner as well as having access to preventative health care.

In Chapter 10, one specific goal is related to the Economic Support program:

• Ensure that every person has the opportunity for education and employment to be self-supporting.

A portion of this goal relates to supporting affordable, high-quality child care within Marathon County. The Economic Support program provides families within the county the opportunity to apply and receive assistance with coverage of child care. The State has implemented the Young Star program for all child-care providers that are able to accept child care payment from this program. Young Star is designed to rate the quality of each child care provide to ensure that children through Wisconsin are provided with the best care possible.

Program Outcomes

5. What are this program’s most important attainable goals, measures, or outcomes? To what extent is the program meeting these goals? Please include performance data.
One of the most important outcomes that is tracked for Economic Support is customer service. As this is part of our County’s Core Values we feel it is important to know what our customers are feeling about the services they are being provided. The first two weeks in November we completed our latest Customer Service Survey utilizing our Call Center software. The following results are based on the 1102 individuals responding to this survey:

I was treated with respect and courtesy on this call.
- IM Central Consortium
  - 96% agreed
- Marathon County
  - 97% agreed

All of my questions and concerns were addressed on this call.
- IM Central Consortium
  - 95% agreed
- Marathon County
  - 96% agreed

The call center clearly explained the process and what is expected of me.
- IM Central Consortium
  - 96% agreed
- Marathon County
  - 97% agreed

Overall I was satisfied with the service I received on this call.
- IM Central Consortium
  - 95% agreed
- Marathon County
  - 97% agreed

The State also tracks several areas that are considered part of providing quality customer services. These areas are looked at for the consortium as a whole.

The timeliness of applications, renewals and Six Month Report Forms are track and a base target has been set by the State at 95% for the consortia to achieve. Our snapshot of December 2015 shows:

- Applications timeliness is at 96.08%.
- Renewals are at 97.35%.
- Six Month Report Forms are at 91.96%.

The State also tracks the performance within our Call Center. There is a performance measure of achieving a wait time of less than 12 minutes average attached to these figures. From our snapshot for December 2015 the Consortium is currently responding to calls within a 6.47 minutes average. The State also tracks the percentage of calls that are answered by the Call Center utilized by in our Consortium. This rate is at 85.71% of the 9,451 calls received in December.
6. Has this program increased its reach, productivity, efficiency and effectiveness by collaborating with other peer or intergovernmental programs? How? To what extent?

The collaboration with Langlade, Oneida and Portage Counties in operating the IM Central Consortium continues to be the major collaboration that is happening within the Economic Support Programs. Marathon County is the lead agency within our consortium which puts us in the position to guide the counties on work process, product and efficiency. Marathon County continues to be instrumental on the state wide negotiating team which developed the State County contract on Income Maintenance with the Department of Health Services.

The collaboration has been a learning experience for all four counties. The Operations Committee continues to meet on a regular basis where areas of improvement are evaluated, ways to assist each other in getting the work accomplished, and areas that we can streamline to make us more effective in delivery of our programs. The Operations Committee is also working closely to ensure the smooth implementation of the Afford Care Act changes that will take place later this year.

The Economic Support programs have also been working for several years with the Aging and Disability Resource Center and Community Care Connections of Wisconsin (Family Care) collaboratively to make the implementation of the Family Care Program a success in Marathon County. Individuals that apply for Long Term Care Services through the Family Care Program need to work with all three of our agencies in order to receive services. This means that we work together to insure that customers are provided accurate and timely information and benefits.

We also continue to work with hospitals and clinics within the county to assure customers receive the benefits they are eligible for in a timely manner. This allows individuals and families to receive the medical help they need when it is needed the most. This collaboration will remain important as we continue to work with the Affordable Care Act changes. A large portion of our county population will be seeking access to Health Care coverage that has not been available to them in the past. It will be critical for everyone to work together to ensure that individuals receive the guidance needed to access these benefits both through our agency and the Federal Marketplace.
<table>
<thead>
<tr>
<th>Date Awarded</th>
<th>Amount</th>
<th>Name of Grant</th>
<th>Submitted for Review</th>
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<tbody>
<tr>
<td>4/1/2015</td>
<td>$29,813.13</td>
<td>Local Public Health Ebola Preparedness</td>
<td>4/14/2015</td>
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<tr>
<td>10/1/2015</td>
<td>$10,000.00</td>
<td>WI Asthma Coalition</td>
<td>9/29/2015</td>
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<tr>
<td>Mid-November</td>
<td>$4,000.00</td>
<td>WI Child Passenger Safety Enforcement</td>
<td>10/19/2015</td>
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<tr>
<td>10/14/2015</td>
<td>Est. $11,446</td>
<td>United Way of Marathon County - Race to the Top</td>
<td>12/29/2015</td>
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<tr>
<td>11/1/2015</td>
<td>Est. $6,000</td>
<td>Bridge Community Health Clinic – Fluoride Varnish Pilot Program</td>
<td>12/29/2015</td>
</tr>
</tbody>
</table>

December 29, 2015
GRANT REVIEW FORM

Department: Health
Contact: Joan Theurer

Division: Chronic Disease Prevention

Name of Grant: Bridge Community Health Clinic – Fluoride Varnish Pilot Project

Purpose of Grant: Bridge Community Health Clinic is contracting with Marathon County Health Department to provide in partnership a fluoride varnish pilot project targeted for low income children 0-6 years of age served by community based programs (i.e., Marathon County Head Start; Women, Infant & Children (WIC), and Family Resource Center). The purpose of this pilot is to:
- 500 children receive treatment to decrease risk of Early Childhood Caries
- 80% of children served will either obtain or retain a dental/health care home
- Obtain prevalence data on Early Childhood Caries
- 80% of uninsured children will be enrolled in health insurance

How does accessing this grant further the department’s ability to achieve Marathon County’s overarching goals, mission and strategies? This grant supports Marathon County Strategic Plan Goal 1: Provide leadership for greater cooperation and collaboration among state, regional, and local public and private entities. The Health Department in partnership with Bridge Community Health Clinic have and continue to address gaps in oral health, including early childhood prevention measures. Grant funds will reimburse the Health Department for Public Health Educator’s time providing health teaching and case management/referral services.

Total Cost of Grant: Reimbursement estimated to be approximately $6,000
County Match: None
In-Kind Contribution: None
Duration of Grant: November 1, 2015 to June 30, 2016
Date Agreement Secured with Bridge: December 8, 2015

Please explain any other current or future commitment being made by the County through this grant application. None

Date Prepared: 12/28/2015 Date Notified: 10/14/2015

Send to Deputy County Administrator’s Office.
GRANT REVIEW FORM

Department: Health

Contact: Joan Theurer

Division: Family Health

Name of Grant: Race to the Top – United Way of Marathon County

Purpose of Grant: On behalf of the Early Years of Marathon County, the United Way of Marathon County was awarded a Race to the Top grant in the fall of 2015. The purpose of this grant is to engage private sector businesses in the advancement of early childhood development; increase the connection of local parents to our early childhood systems of support; and grow community awareness about the early years as a critical time to invest.

How does accessing this grant further the department’s ability to achieve Marathon County’s overarching goals, mission and strategies? This grant supports Marathon County Strategic Plan Goal 1: Provide leadership for greater cooperation and collaboration among state, regional, and local public and private entities. The Health Department is providing Public Health Educator expertise in support of the grant at 4 hours per week. The Public Health Educator will be the Marathon County representative to the State Hub, the network of representatives from other funded communities within the State of Wisconsin. This representation is a requirement of communities receiving grant funds, and coincides with the work the Public Health Educator does on behalf of the State of WI Maternal Child Health Block Grant.

Total Cost of Grant: Estimated reimbursement for staff time $11,445.76

County Match: None

In-Kind Contribution: None

Duration of Grant: 07/01/2015 to 12/31/2016

Date Agreement Secured with United Way: In process

Please explain any other current or future commitment being made by the County through this grant application. None

Date Prepared: 12/28/2015

Date Notified: 10/14/2015

Send to Deputy County Administrator’s Office.