



**Human Services Committee Meeting
Tuesday, April 11, 2017 - 6:00 p.m.
Administration Building
2nd Floor Committee Room**

Agenda

NOTE: UNDER THE KENOSHA COUNTY BOARD RULES OF PROCEDURE ANY REPORT, RESOLUTION, ORDINANCE OR MOTION APPEARING ON THIS AGENDA MAY BE AMENDED, WITHDRAWN, REMOVED FROM THE TABLE, RECONSIDERED OR RESCINDED IN WHOLE OR IN PART AT THIS OR AT FUTURE MEETINGS. NOTICE OF SUCH MOTIONS TO RECONSIDER OR RESCIND AT FUTURE MEETINGS SHALL BE GIVEN IN ACCORDANCE WITH SECTION 2 C OF THE COUNTY BOARD RULES. FURTHERMORE, ANY MATTER DEEMED BY A MAJORITY OF THE BOARD TO BE GERMANE TO AN AGENDA ITEM MAY BE DISCUSSED AND ACTED UPON DURING THE COURSE OF THIS MEETING AND ANY NEW MATTER NOT GERMANE TO AN AGENDA ITEM MAY BE REFERRED TO THE PROPER COMMITTEE. ANY PERSON WHO DESIRES THE PRIVILEGE OF THE FLOOR PRIOR TO AN AGENDA ITEM BEING DISCUSSED SHOULD REQUEST A COUNTY BOARD SUPERVISOR TO CALL SUCH REQUEST TO THE ATTENTION OF THE BOARD CHAIRMAN.

- 1. Call to Order / Roll Call**
- 2. Citizen's Comments**
- 3. Approval of Minutes**
- 4. Resolution to approve the Appointment of Nina Taylor to the Kenosha County Workforce Development Board**

Documents:

Taylor -WDB.pdf

- 5. 2016 Financial Status Update Report for December 31, 2016 – Laurie Staves, Kenosha County Human Services CFO**

Documents:

DHS Committee 2016 Year End Report.pdf

- 6. Resolution to convert Public Health Nurse position to Population Health Project Manager for the Kenosha County Division of Health Services – Robert Riedl, Director - Division of Personnel Services**

Documents:


Population Health Project Manager.pdf

- 7. Any Other Business as Authorized by Law**
- 8. Committee Members Comments**
- 9. Adjournment**

KENOSHA COUNTY

BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: RESOLUTION TO APPROVE THE APPOINTMENT OF NINA TAYLOR TO THE KENOSHA COUNTY WORKFORCE DEVELOPMENT BOARD			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: April 12, 2017		Date Resubmitted:	
Submitted By: Human Services Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: John T. Jansen		Signature: 	

WHEREAS, pursuant to County Executive Appointment 2016/17-52, the County Executive has appointed Nina Taylor to serve on the Kenosha County Workforce Development Board, and

WHEREAS, the Human Services Committee has reviewed the request of the County Executive for confirmation of his appointment of the above named to serve on the Kenosha County Workforce Development Board and is recommending to the County Board the approval of this appointment,

NOW, THEREFORE, BE IT RESOLVED that the Kenosha County Board of Supervisors confirms the appointment of Nina Taylor to the Kenosha County Workforce Development Board. Nina Taylor's appointment shall be effective immediately and continuing until a successor is appointed by the County Executive and confirmed by the County Board of Supervisors. Nina Taylor will serve without pay and will be succeeding Adelene Greene.

HUMAN SERVICES COMMITTEE:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
_____ Michael Goebel, Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Dayvin Hallmon, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ John Poole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Andy Berg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Leah Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



COUNTY OF KENOSHA

OFFICE OF THE COUNTY EXECUTIVE

Jim Kreuser, County Executive

1010 – 56th Street, Third Floor

Kenosha, Wisconsin 53140

(262) 653-2600

Fax: (262) 653-2817

APPOINTMENT 2016/17-52

RE: KENOSHA COUNTY WORKFORCE DEVELOPMENT BOARD

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in her judgment and based upon her qualifications, I hereby submit to the Honorable Kenosha County Board of Supervisors for its review and approval the name of

Nina Taylor, Director
Division of Workforce Development
8600 Sheridan Road
Kenosha, WI 53143

to serve on the Kenosha County Workforce Development Board beginning immediately upon confirmation of the County Board and continuing until a successor is appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors.

Ms. Taylor will serve without pay.

Ms. Taylor will be succeeding Adelene Greene.

Respectfully submitted this 16th day of March, 2017.

Jim Kreuser

Kenosha County Executive

COUNTY OF KENOSHA
OFFICE OF THE COUNTY EXECUTIVE
JIM KREUSER

APPOINTMENT PROFILE
KENOSHA COUNTY COMMISSIONS, COMMITTEES, & BOARDS

(Please type or print)

Name: Nina Marie Taylor
First Middle Last

Residence Address: 20519 82nd Street, Bristol, WI 53104

Previous Address if above less than 5 years: _____

Occupation: Kenosha County Director of Workforce Development
Company Title

Business Address: 8600 Sheridan Rd., Suite 122, Kenosha, WI 53143-6504

Telephone Number: Residence (262) 891-7718 Business (262) 697-4564

Daytime Telephone Number: (262) 697-4564

Mailing Address Preference: Business ☒ Residence ☐

Email Address: nina.taylor@kenoshacounty.org

Do you or have you done business with any part of Kenosha County Government in the past 5 years? Yes ☐ No ☒

If yes, please attach a detailed document.

Affiliations: List affiliations in all service groups, public service organizations, social or charitable groups, labor, business or professional organization, and indicate if it was a board or staff affiliation.

Hope Council Board President, Wisconsin Child Support Enforcement
Association Member, Hospice Alliance Volunteer, Kenosha Unity
Coalition Leadership Team, Strive Together, Kindness Committee member.

Special Interests: Indicate organizations or activities in which you have a special interest but may not have been actively involved.

*If more space is needed, please attach another sheet.

Kenosha County Commissions, Committees, & Boards
Appointment Profile - Page 2

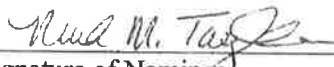
Governmental Services: List services with any governmental unit.

N/A

Additional Information: List any qualifications or expertise you possess that would benefit the Board, Committee, Commission, etc.

Director of Workforce Development programs for Kenosha County, including WIOA, Juvenile Maintenance Programs, Child Support and Supporting Parents Supporting Kids.

Conflict Of Interest: It would be inappropriate for you, as a current or prospective appointee, to have a member of your immediate family directly involved with any action that may come under the inquiry or advice of the appointed board, commission, or committee. A committee member declared in conflict would be prohibited from voting on any motion where "direct involvement" had been declared and may result in embarrassment to you and/or Kenosha County.


Signature of Nominee

3-13-17
Date

Please Return To: Kenosha County Executive
1010 - 56th Street
Kenosha, WI 53140

(For Office Use Only)

Appointed To: _____
Commission/Committee/Board

Term: Beginning _____ Ending _____

Confirmed by the Kenosha County Board on: _____

New Appointment _____ Reappointment _____

Previous Terms: _____

Nina Taylor, M.S.W.

20519 82nd Street, Bristol, WI 53104 • Ninataylor1130@gmail.com • (262) 891-7718

QUALIFICATIONS

- Self-directed critical thinker pursuing a challenging role to maximize proven leadership experience, business acumen, knowledge, and a passion for process improvement to enhance organizational performance, reliability, human capital development, and operational sustainability. Skills include:
 - Quality/Risk Management
 - Leadership Development
 - Strategic Operations Management
 - Budgeting/Forecasting
 - Public Speaking
 - Process/Productivity Optimization
 - Education/Training
 - Project Management
 - Customer Service
- Known for a collaborative style and successes in directing multidisciplinary teams in a variety of settings in which outcomes are developed, evaluated, and executed upon to foster efficient high-reliability services

PROFESSIONAL EXPERIENCE

Department of Children and Families Division of Family and Economic Security Madison, WI 10/2012 to present
Site Lead for Federal Office of Child Support Enforcement Parent Employment Demonstration Project

- Develop and implement intensive employment and parenting programming for 375 non-custodial parents
- Collaborate with WIOA, DVR, W2 and FSET employment programs and monitor non-custodial parent outcomes
- Manage integrity of evaluation design with the University of Wisconsin, Institute for Research on Poverty
- Compose grant reports and continuing applications for the State of Wisconsin and the Federal Office of Child Support Enforcement. Manage contracts with Goodwill Industries and the Wisconsin Department of Children and Families.
- Manage \$1.15 million budget for Supporting Parents Supporting Kids operations
- Provide outcomes and presentations at state and national conferences

Kenosha County DHS-DWD Child Support Program Kenosha, WI 5/2000 to present
Collections Supervisor

- Coordinate collection strategies to support compliance, consistent quality outcomes, and assess cost effectiveness by way of analytics, summary/trend analysis, performance reporting and legal consultation. Child support collections have increased 14.65% since May, 2000.
- Manage and facilitate joint operations and procedures with the Kenosha County Circuit Court, Sheriff's Department, District Attorney's Office, Workforce Development, Economic Support, and Department of Children and Family Services. Implement special projects and performance improvement plans.
- Manage \$776,000 in contracts and budgets for Service of Process, Genetic Testing/Health Department, Locate Services, and the Kenosha County Clerk of Circuit Courts/Family Court Commissioner's Office Cooperative Agreement
- Request for proposal and competitive bid reviewer for Kenosha County Child Support contracts and previous Kenosha County Human Services Request for Proposal panel member
- Conduct Administrative Review Hearings and render decisions for DCFS Rehabilitative Review Hearings. Provide domestic violence related Good Cause Hearing determinations. Negotiate child support lump sum payments for the County and State.
- Analyze local, state and federal laws and policies. Review and study evidenced based practices. Develop standard operating procedures, produce training manuals and provide staff training.
- Conduct outreach to the Kenosha County Detention Center and the Racine-Kenosha Community Action Agency to provide child support resources and promote Kenosha County Job Center employment services and income maintenance programs
- Other responsibilities include membership in Placement Reduction Committee, Pact Team, and Job Center Service Delivery Team. State and local Official Correspondence Liaison and Administrative Complaint Fact Finder. State Functional Agency Security Liaison (FASL) and Civil Rights training compliance monitor for the Bureau of Child Support.

EDUCATION / TRAINING

Loyola University
Masters of Social Work
Children and Families Concentration

Chicago, IL

09/2009

University of California, Irvine
Bachelor of Arts, Social Ecology
Summa cum Laude

Irvine, CA

06/1993

INTERNSHIPS

Professional Services Group Intensive In-Home Services

6/08 – 7/09

Assess, treat and educate multi-problem families. Provided in-home family therapy utilizing Functional Family Therapy Model.

Kenosha Human Development Services Shelter Care

10/07– 5/08

Applied Bowen Family Systems Theory in daily interactions with clients. Implemented creative open house activities for families and developed a family component for operations.

LICENCES AND PROFESSIONAL MEMBERSHIPS

Wisconsin Child Support Enforcement Association

Current

Awards and Nominations Committee Member

Hope Council for Alcohol and Other Drug Abuse, Kenosha, Wisconsin. Board Member since 2010.

President

Past Vice President, Past Secretary

Kenosha County Women's Substance Abuse Workgroup

Current

Kenosha Unity Coalition

Current

PRESENTATIONS, PROJECTS AND AWARDS

State-Wide Lien Docket Implementation, Sheriff's Warrant Project, and Court Order Conversion Project whereby 3,500 child support orders were modified with the Kenosha County Family Court. Successful partnerships with the courts and law enforcement to maximize collections, expedite court processing, and comply with statutory changes and state and federal guidelines.

Lump Sum Release Program development and implementation. Program increases child support collections \$150,000 annually and reduces incarceration levels and Kenosha County Sheriff's Department costs. Since 2003 the program has collected over \$1,800,000 for families.

Developed Pro Se Legal Clinic for indigent child support parents in coordination with the ELCA Outreach Center and local attorneys

Nominated and received Wisconsin's Child Support Program of the Year Award in 2014 for the Kenosha County Child Support Agency

Wisconsin Bureau of Child Support and Wisconsin Child Support Enforcement Association conference presentations. Recent presentations involved information on employment services, child support partnerships with workforce programs, and employment for non-custodial parents.

National tele-conference presentations provided for the University of Wisconsin, Institute for Research on Poverty in regard to Kenosha's Supporting Parents Supporting Kids employment and parenting programming

National Child Support Enforcement Conference August, 2015 presentation featuring changing the culture of child support and connecting child support programs to employment services

Mary Lou and Arthur F. Mahone Fund "Living Legend" Award, 2016

"Volunteer of the Year", Women's and Children's Horizons, 2003

VOLUNTEER

Kindness Week Member

2005 to Present

Hospice Alliance Volunteer

Current

Conduct Job Center Human Services Building tours for Carthage College Social Work Students

Current

Gateway Technical College Dr. Martin Luther King, Jr. Planning Committee Member

2006-2012

Anger Management Female Inmate Educator, Kenosha County Detention Center

2006-2007

**Kenosha County Department of Human Services
2016 Financial Status Update Report**

**Draft
(Unaudited)**

NOTE: No entry indicates a projected breakeven status at that date or no levy budgeted within that specific Division.

	03/31/2016	06/30/2016*	09/30/2016*	12/31/16 Est as of 12/28/2016	Final 12/31/2016 as of 03/20/2017	Notes
Aging & Disability Services	\$ 149,083	\$ 175,771	\$ 217,000	\$ (94,000)	\$ 51,520	Adjustment from 12/28/2016 includes additional payables and year end insurance chargeback of \$64,978 (Note: add'l funding reimbursement for total ins chargeback = \$2,180).
Children & Family Services	\$ 388,000	\$ (475,500)	\$ (531,500)	\$ (1,264,000)	\$ (813,979)	Adjustment from 12/28/2016 includes additional payables and year end insurance chargeback of \$587,765 (Note: add'l funding reimbursement for total ins chargeback = \$208,782).
Health	\$ 50,000	\$ 50,000	\$ 65,900	\$ 44,000	\$ 239,857	Adjustment from 12/28/2016 includes year end adjustments for receivables and payables and year end insurance chargeback of \$270,988. (Note: add'l funding reimbursement for total ins chargeback - \$91,108).
Medical Examiner	\$ (21,085)	\$ 3,100	\$ 19,252	\$ 23,000	\$ 44,195	Adjustment from 12/28/2016 includes additional payables and year end insurance chargeback of \$19,924.
Veterans	\$ (8,927)	\$ (9,442)	\$ (5,414)	\$ (9,000)	\$ (9,526)	Adjustment from 12/28/2016 includes year end insurance ins chargeback of \$10,941.
Workforce Development	\$ -	\$ -	\$ -	\$ -	\$ -	
Net Additional Levy Needs (Levy Surplus)	\$ 557,071	\$ (256,071)	\$ (234,762)	\$ (1,300,000)	\$ (487,933)	

Year End Insurance Chargeback Recap: Total insurance chargeback for above divisions = \$954,596 less additional funding reimbursement to offset = (\$302,070) for net increase chargeback of \$652,256 covered within above divisions surplus.

Brookside Care Center (Under) Over Budget	\$ (73,346)	\$ 312,936	\$ 410,962	\$ 569,114	\$ 1,253,817	Adjustment from 12/31/2016 includes additional payables and year end ins chargeback of \$631,395.
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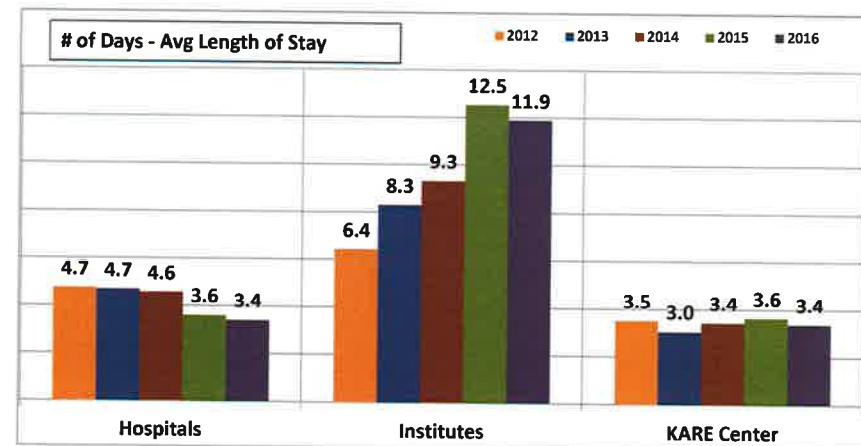
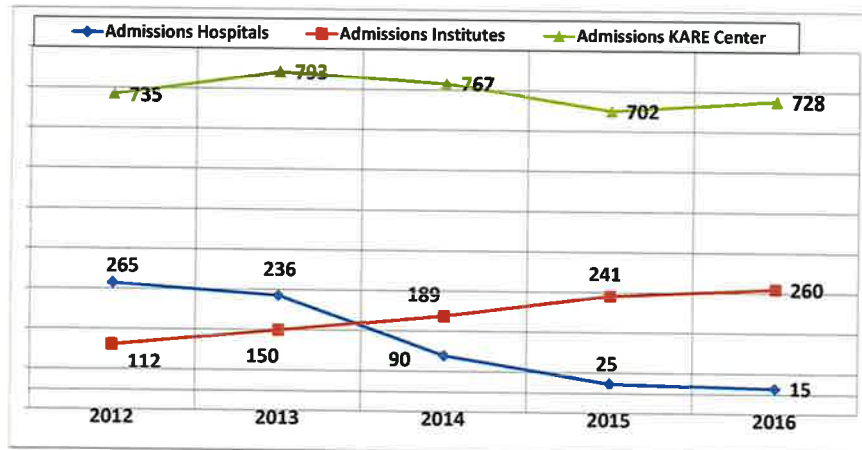
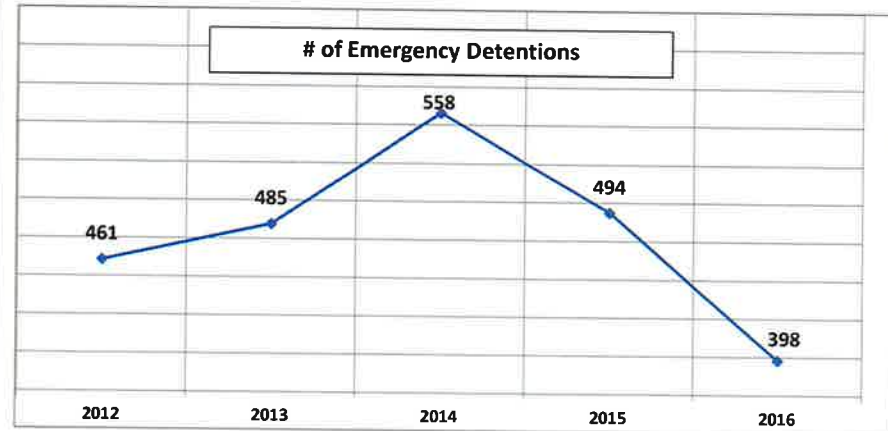
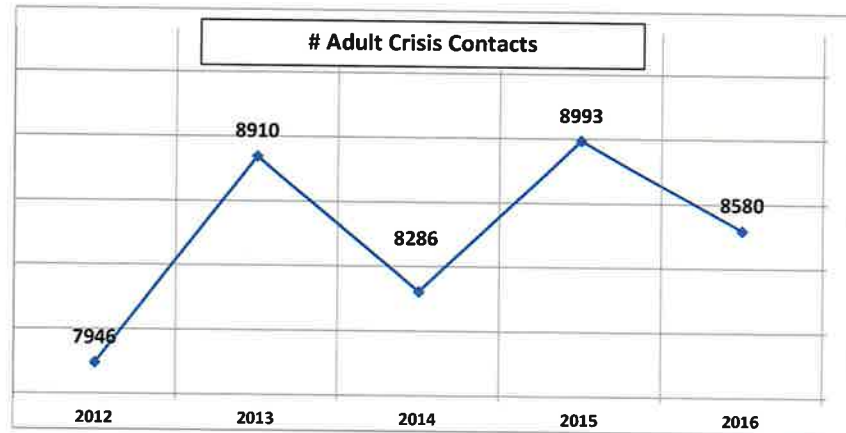
Division of Aging and Disability Services
2016 Recap of Mental Health Services through December 31, 2016

DRAFT

	2016 Annual Budget	3/31/2016 Actual	6/30/2016 Actual	8/31/16 Actual	12/31/2016 Actual	Estimated Annualized Over (Under) Budget
<u>State Institutes</u>						
Days	1623	869	1751	2284	3092	
Avg Cost/Day	\$ 1,137	\$ 1,110	\$ 1,098	\$ 1,103	\$ 1,113	
Totals	\$ 1,845,604	\$ 964,350	\$ 1,921,917	\$ 2,519,964	\$ 3,442,094	
YTD Actual Reimbursement		\$ (218,883)	\$ (511,517)	\$ (715,948)	\$ (849,516)	
NET State Institutes		\$ 745,467	\$ 1,410,400	\$ 1,804,016	\$ 2,592,578	\$ 746,974
<u>Hospital & Inpatient Psych</u>						
Days	425	14	17	22	51	
Avg Cost/Day	\$ 810	\$ 656	\$ 718	\$ 736	\$ 726	
Totals	\$ 344,000	\$ 9,186	\$ 12,206	\$ 16,200	\$ 37,051	\$ (306,949)
Total Institutes/Inpatient Services	\$ 2,189,604	\$ 754,653	\$ 1,422,606	\$ 1,820,216	\$ 2,629,629	\$ 440,025
<i>Total Inpatient Services - Prior Year</i>	<i>\$ 1,369,836</i>	<i>\$ 526,916</i>	<i>\$ 1,169,278</i>	<i>\$ 1,621,035</i>	<i>\$ 2,746,638</i>	
Outpatient Services	\$ 474,692	\$ 89,821	\$ 196,624	\$ 256,215	\$ 366,637	\$ (108,055)
<i>Outpatient Services - Prior Year</i>	<i>\$ 470,474</i>	<i>\$ 21,618</i>	<i>\$ 36,762</i>	<i>\$ 238,534</i>	<i>\$ 349,410</i>	
<u>Residential</u>						
Days	16733	4095	8,059	10,683	15,989	
Avg. Cost/Day	\$ 132	\$ 139	\$ 143	\$ 142	\$ 143	
Total Residential Placements	\$ 2,208,724	\$ 569,477	\$ 1,149,157	\$ 1,518,866	\$ 2,283,570	\$ 74,846
<i>Residential Placements - Prior Year</i>	<i>\$ 1,736,011</i>	<i>\$ 424,364</i>	<i>\$ 870,787</i>	<i>\$ 1,226,027</i>	<i>\$ 1,889,306</i>	
<u>Pharmacy Services</u>						
2016 Monthly Avg Persons Served	15	11	10	10	9	
Monthly Avg Prescriptions	1000	29	25	23	21	
Total Expenditures	\$ 15,000	\$ 2,071	\$ 3,601	\$ 5,352	\$ 7,201	\$ (7,799)
<i>Pharmacy Services - Prior Year</i>	<i>\$ 50,000</i>	<i>\$ 3,067</i>	<i>\$ 6,963</i>	<i>\$ 8,694</i>	<i>\$ 17,374</i>	
ALL Other MH & AODA Services Net of Revenues						\$ 123,167
						Net Estimated Year End Additional Levy \$ 522,184

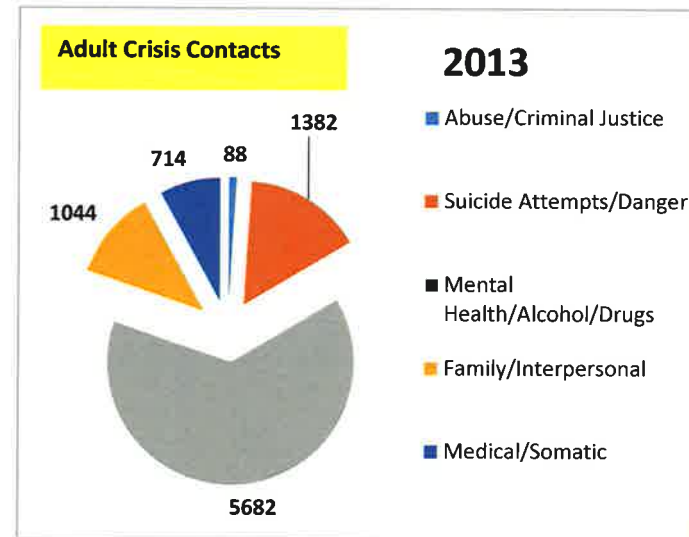
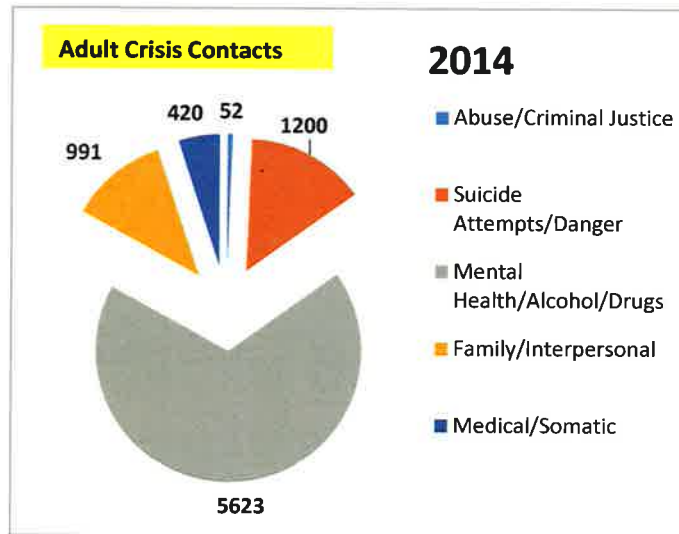
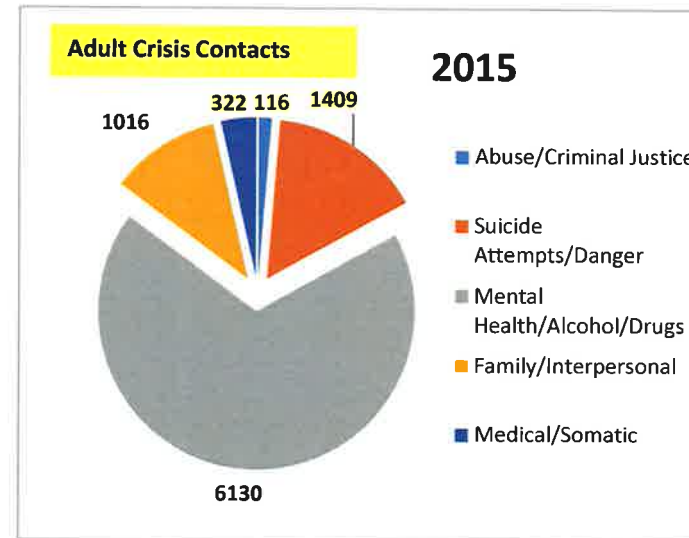
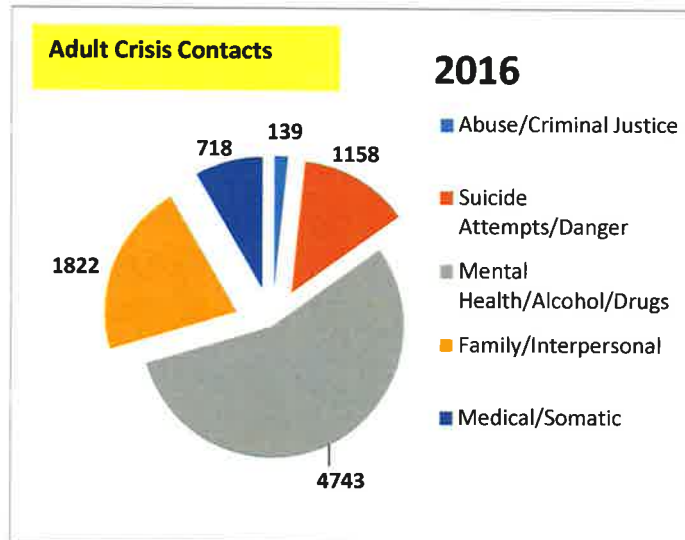
Division of Aging and Disability Services (DADS)
Five Year Comparison for Mental Health Placements

DRAFT



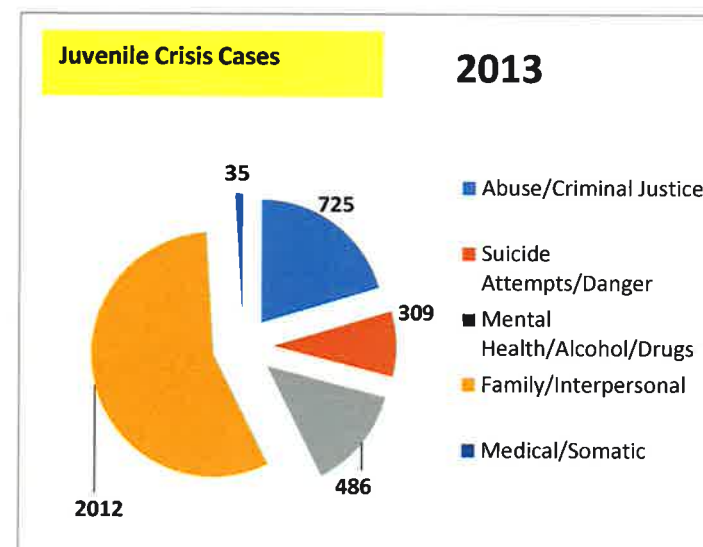
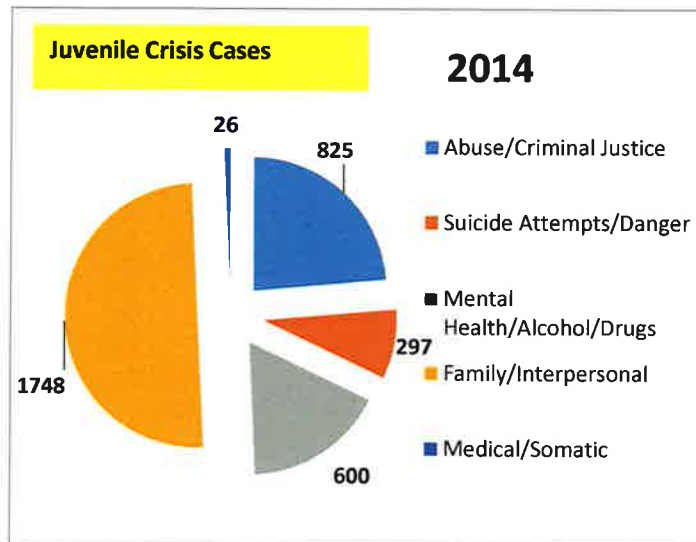
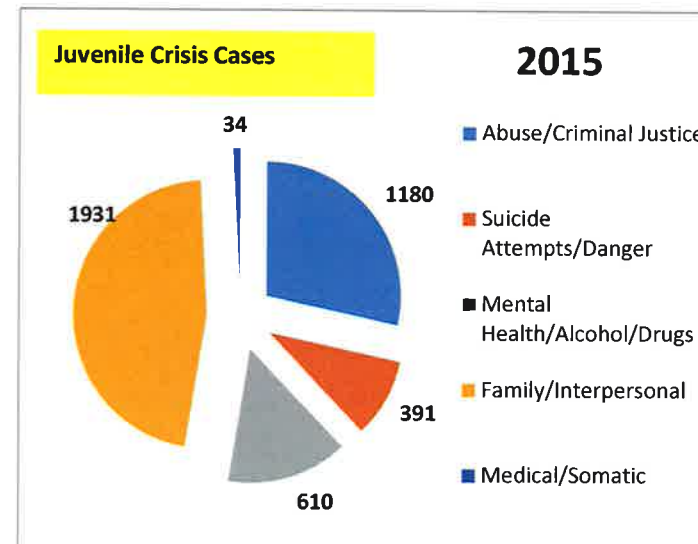
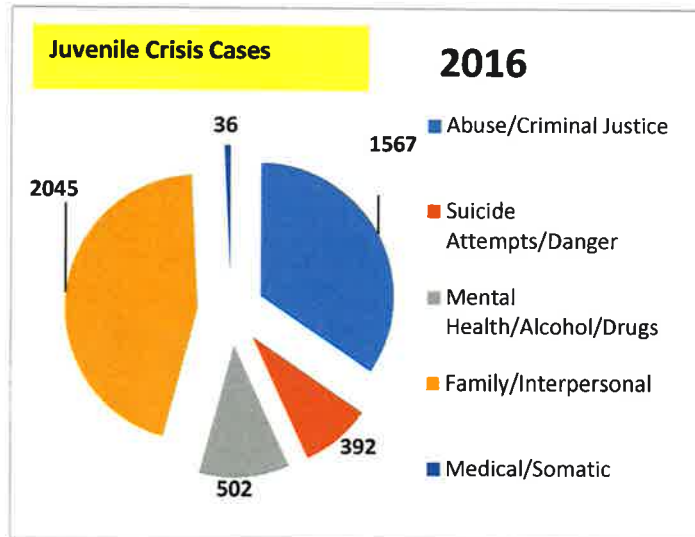
**Kenosha County Department of Human Services
Adult Crisis Contact Comparison**

DRAFT



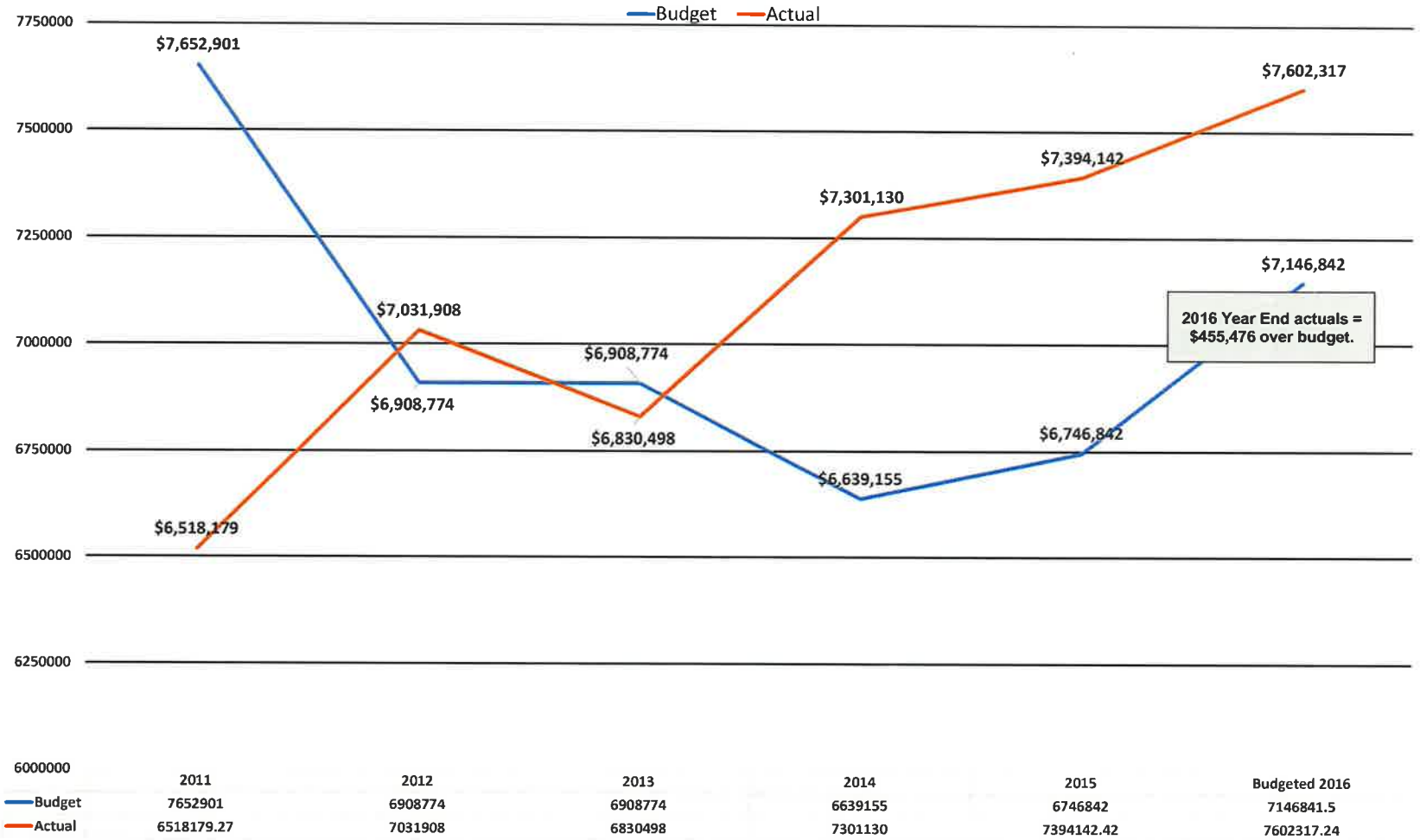
*** NOTE: Change in Crisis Contacts from 2015 to 2016 are the result of a change in Federal reporting requirements**

Kenosha County Department of Human Services Juvenile Crisis Cases* Comparison



* NOTE: Number of cases are shown in chart; however, an individual case may include multiple contacts with families/individuals.

Division of Children & Family Services Placement Cost Comparison



Draft
(Unaudited)

Kenosha County Department of Human Services
Division of Children & Family Services
Out-of-Home Placement Daily Rate and Days of Care Analysis
For the period ending December 2016

December 2016 Prorated Budget

December 2016 Actual Budget

Variance Analysis

Major Placement Categories	2016 December Prorated Days of Care	2016 Adopted Daily Rate	2016 December Prorated Budget	2016 December Actual Days of Care	2016 Actual Daily Rate	2016 December Actual Expenditures	December 2016 Actual Minus Budgeted Days of Care	December 2016 Cost of Days Variance	December 2016 Actual Daily Rate Minus Budgeted Daily Rate	December 2016 Cost of Rate Variance
Court Ordered Services			\$ 265,000			\$ 290,392				\$ 25,392
Regular Foster Care	36,500	\$ 19.98	\$ 729,270	48,345	\$ 25.07	\$ 1,212,179	11,845	\$ 236,663	\$ 5.09	\$ 246,246
Subsidized Guardianship	4,380	\$ 23.72	\$ 103,894	2,562	\$ 16.08	\$ 41,208	(1,818)	\$ (43,123)	\$ (7.64)	\$ (19,563)
Treatment Foster Care	21,900	\$ 105.08	\$ 2,301,270	18,293	\$ 105.66	\$ 1,932,900	(3,607)	\$ (379,027)	\$ 0.58	\$ 10,657
Group Homes	7,110	\$ 203.38	\$ 1,446,056	7,792	\$ 188.09	\$ 1,465,571	682	\$ 138,707	\$ (15.30)	\$ (119,192)
Residential Treatment	2,920	\$ 375.11	\$ 1,095,321	3,445	\$ 366.64	\$ 1,263,090	525	\$ 196,933	\$ (8.47)	\$ (29,164)
Corrections/ACE Program	4,015	\$ 216.09	\$ 867,605	4,606	\$ 215.00	\$ 990,278	591	\$ 127,710	\$ (1.09)	\$ (5,037)
Institutions	385	\$ 879.03	\$ 338,426	544	\$ 747.61	\$ 406,700	159	\$ 139,766	\$ (131.42)	\$ (71,492)
Total Major Placements	77,210		\$ 7,146,842	85,587		\$ 7,602,318	8,377	417,629		\$ 37,847
YTD Budget Target	100%		100%			106%				
Annual Budget	77,210	\$ 92.56	\$ 7,146,842	85,587	\$ 88.83	\$ 7,602,318				

Cost of Days Variance \$ 417,629

Cost of Rate Variance \$ 12,455

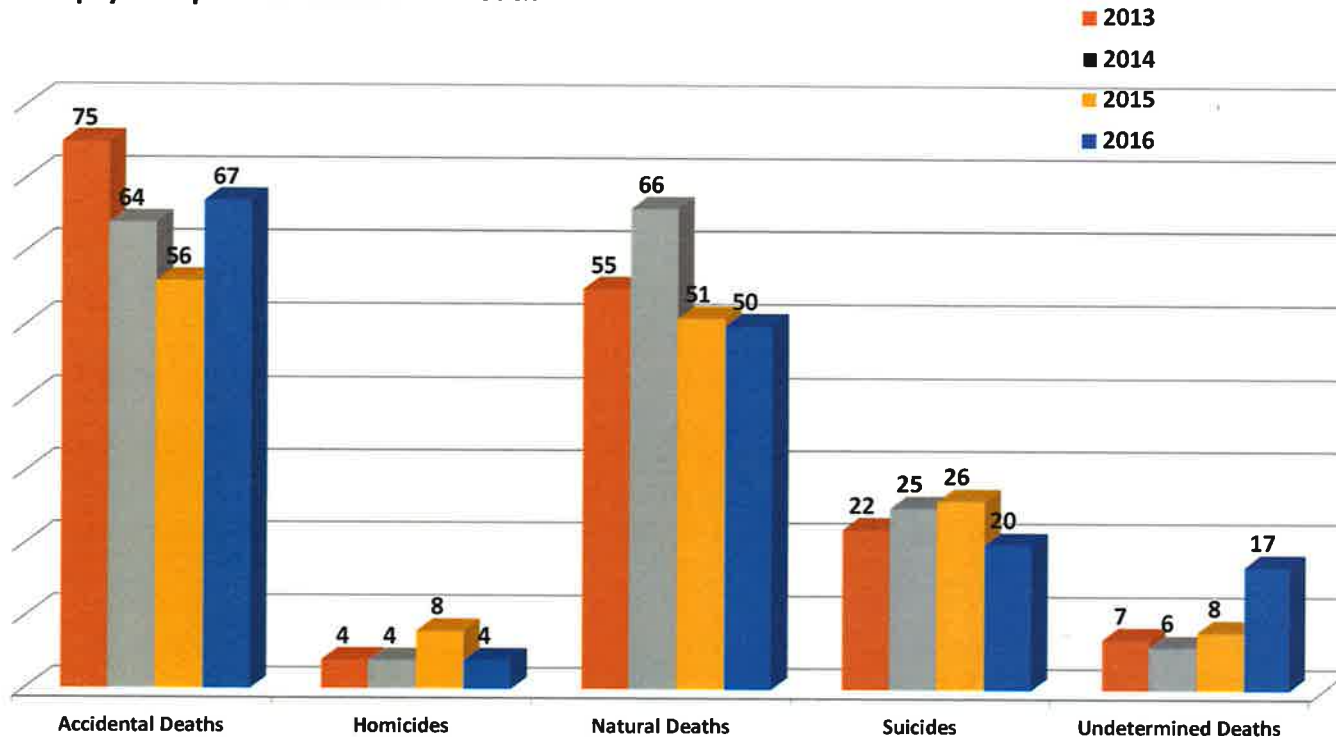
Psychological Variance \$ 25,392

Total Variance to Budget For December 2016 \$ 455,476

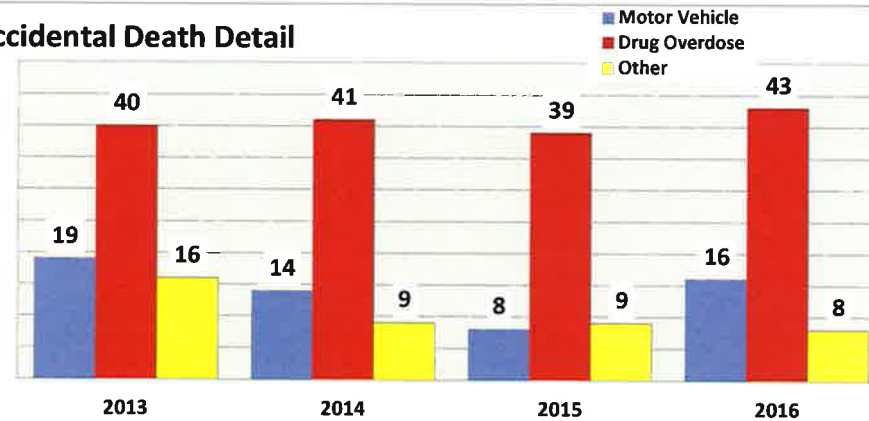
Total Yearly Projected Variance (Savings) \$ 455,476

(Unaudited)

Autopsy Comparison Manner of Death



Accidental Death Detail



**Draft
(Unaudited)**

Medical Examiner Statistics

2013 Death Statistics

Total Number of Deaths Investigated*

163

Accidental Deaths	Count
<Other>	6
Alcoholism	0
Choking	0
CO Poisoning	0
Drowning	5
Fall	5
Hanging	0
Heart	0
Motor Vehicle Accident	19
Pneumonia	0
Drug Overdose	40
Total Number of Accidental Deaths	75

Homicides	Count
<Other>	1
Gunshot Wound	3
Stabbing	0
Total Number of Homicides	4

Natural Deaths	Count
<Other>	6
AAA	0
Alcoholism	3
Cancer	1
Diabetes	3
Heart	33
Infection	1
Lung	0
Morbid Obesity	0
PE	1
Pneumonia	4
Renal Failure	0
Stroke	3
Total Number of Natural Deaths	55

Suicides	Count
<Other>	1
CO Poisoning	3
Gunshot Wound	5
Hanging	9
Stabbing	0
Toxicity	4
Total Number of Suicides	22

Undetermined Deaths	Count
<Other>	2
<Unknown>	0
CO Poisoning	0
Drowning	1
Heart	0
Hanging	0
Motor Vehicle Accident	0
Pneumonia	0
SIDS	1
Toxicity	3
Total Number of Undetermined Deaths	7

*Investigation Pending	0
------------------------	---

2014 Death Statistics

Total Number of Deaths Investigated*

165

Accidental Deaths	Count
<Other>*	4
Alcoholism	0
Choking	1
CO Poisoning	0
Drowning	1
Fall	3
Hanging	0
Heart	0
Motor Vehicle Accident	14
Pneumonia	0
Toxicity*	41
Total Number of Accidental Deaths	64

Homicides	Count
<Other>*	1
Gunshot Wound	3
Stabbing	0
Total Number of Homicides	4

Natural Deaths	Count
<Other>	5
AAA	0
Alcoholism*	2
Cancer	1
Diabetes*	2
Heart*	51
Infection*	1
Lung	0
Morbid Obesity	0
PE	1
Pneumonia	3
Renal Failure	0
Stroke	0
Total Number of Natural Deaths	66

Suicides	Count
<Other>	1
CO Poisoning*	2
Gunshot Wound	8
Hanging	7
Motor Vehicle Accident	3
Stabbing	1
Toxicity	5
Total Number of Suicides	25

Undetermined Deaths	Count
<Other>	1
<Unknown>	0
CO Poisoning	0
Drowning	0
Hanging	0
Heart	0
Motor Vehicle Accident	1
Pneumonia	0
SIDS	1
Toxicity	3
Total Number of Undetermined Deaths	6

*Investigation Pending	0
------------------------	---

2015 Death Statistics

Total Number of Deaths Investigated*

149

Accidental Deaths	Count
<Other>*	4
Alcoholism	0
Choking	1
CO Poisoning	0
Drowning	1
Fall	3
Hanging	0
Heart	0
Motor Vehicle Accident	8
Pneumonia	0
Toxicity*	39
Total Number of Accidental Deaths	56

Homicides	Count
<Other>	2
Gunshot Wound	5
Stabbing	1
Total Number of Homicides	8

Natural Deaths	Count
<Other>*	1
AAA	0
Alcoholism	3
Cancer	0
Diabetes*	2
Heart*	40
Infection	1
Lung	1
Morbid Obesity	0
PE	3
Pneumonia	0
Renal Failure	0
Stroke	0
Total Number of Natural Deaths	51

Suicides	Count
<Other>*	2
CO Poisoning*	0
Gunshot Wound	12
Hanging	9
Motor Vehicle Accident	0
Stabbing	0
Toxicity	3
Total Number of Suicides	26

Undetermined Deaths	Count
<Other>	5
<Unknown>	0
CO Poisoning	0
Drowning	1
Hanging	0
Heart	0
Motor Vehicle Accident	0
Pneumonia	0
SIDS	0
Toxicity	2
Total Number of Undetermined Deaths	8

*Investigation Pending	0
------------------------	---

2016 Death Statistics

Total Number of Deaths Investigated*

158

Accidental Deaths	Count
<Other>*	1
Alcoholism	0
Choking	2
CO Poisoning	0
Drowning	1
Fall	3
Hanging	1
Heart	0
Motor Vehicle Accident	16
Pneumonia	0
Toxicity*	43
Total Number of Accidental Deaths	67

Homicides	Count
<Other>	1
Gunshot Wound	3
Stabbing	0
Total Number of Homicides	4

Natural Deaths	Count
<Other>*	0
AAA	0
Alcoholism	2
Cancer	2
Diabetes*	0
Heart*	40
Infection	3
Lung	1
Morbid Obesity	0
PE	0
Pneumonia	1
Renal Failure	0
Stroke	1
Total Number of Natural Deaths	50

Suicides	Count
<Other>*	2
CO Poisoning*	1
Gunshot Wound	5
Hanging	8
Motor Vehicle Accident	0
Stabbing	1
Toxicity	3
Total Number of Suicides	20

Undetermined Deaths	Count
<Other>	7
<Unknown>	1
CO Poisoning	0
Drowning	1
Hanging	0
Heart	0
Motor Vehicle Accident	1
Pneumonia	0
SIDS	0
Toxicity	5
Total Number of Undetermined Deaths	15

*Investigation Pending	2
------------------------	---

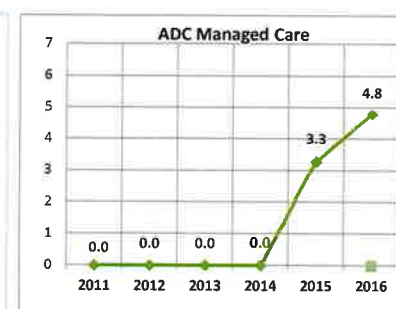
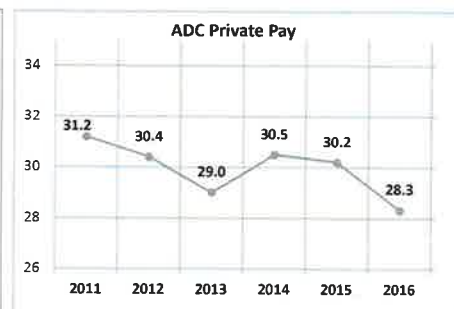
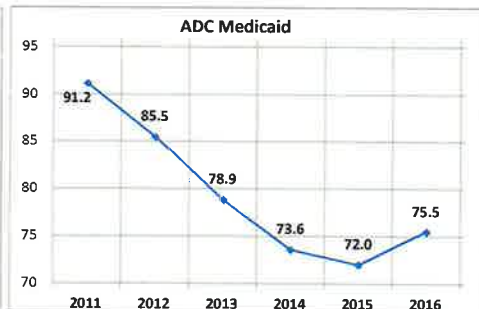
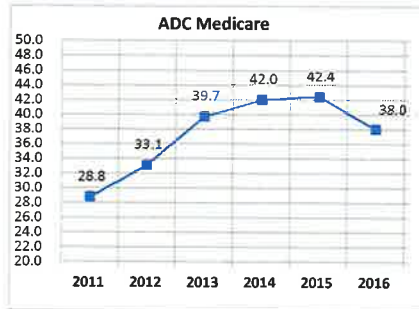
Brookside Care Center Operating Statements
DRAFT-Financial Report for the Month Ending December 31, 2016

	1	2	3	4	5
	Adopted Budget	Current Year YTD	Target (Over) Under	Target \$	2015 YTD
REVENUE					
2016 TARGET EXCESS REVENUE OVER EXPENSES	\$ (348,899)	\$ (348,899)	\$ -	100.0%	
SUPPLEMENTAL PAYMENT (FORMERLY IGT)	\$ 941,757	\$ 972,314	\$ (30,557)	103.2%	
STATE BED ASSESSMENT CHARGED	\$ 59,160	\$ 53,857	\$ 5,303	91.0%	
REVENUE - MEDICARE A (RUGS)	\$ 7,651,754	\$ 7,091,244	\$ 560,510	92.7%	
REVENUE -MANAGED CARE OTHER	\$ 503,335	\$ 677,615	\$ (174,280)	134.6%	
REVENUE - MEDICARE B	\$ 210,000	\$ 219,817	\$ (9,817)	104.7%	
REVENUE - MEDICAID (TITLE XIX)	\$ 4,494,435	\$ 4,309,483	\$ 184,952	95.9%	
REVENUE - PRIVATE/INSURANCE	\$ 3,175,500	\$ 3,234,568	\$ (59,068)	101.9%	
REVENUE- CONTRACTUAL ADJUSTMENTS	\$ -	\$ (371,687)	\$ 371,687	-	
Resident Revenue	\$ 16,094,184	\$ 15,214,897	\$ 879,287	94.5%	\$ 15,572,316
MEALS ON WHEELS	\$ 25,000	\$ 34,126	\$ (9,126)	136.5%	
EMPLOYEE MEALS	\$ 5,000	\$ 5,458	\$ (458)	109.2%	
CAFÉ MEALS	\$ 50,000	\$ 57,772	\$ (7,772)	115.5%	
MISC REVENUE	\$ 2,040	\$ 11,699	\$ (9,659)	573.5%	
RENTAL INCOME	\$ 500	\$ 900	\$ (400)	180.0%	
OPERATING TRANSFER IN	\$ -	\$ -	\$ -	-	
MANAGED CARE MISC REVENUE	\$ -	\$ 3,350	\$ (3,350)	-	
2015 CARRYOVER TO 2016	\$ 196,318	\$ -	\$ 196,318	0.0%	
TOTAL REVENUE	\$ 16,965,900	\$ 15,951,617	\$ 1,014,283	94.0%	\$ 16,373,428
EXPENSES					
SALARY	\$ 7,556,030	\$ 7,602,394	\$ (46,364)	100.6%	
OVERTIME	\$ 263,174	\$ 292,014	\$ (28,840)	111.0%	
INTERDEPARTMENT CHARGES	\$ 360,778	\$ 305,801	\$ 54,978	84.8%	
HEALTH INSURANCE	\$ 2,533,951	\$ 3,112,962	\$ (579,011)	122.9%	
ALL OTHER BENEFITS	\$ 1,178,699	\$ 1,120,709	\$ 57,990	95.1%	
WORKERS COMP	\$ 247,187	\$ 356,199	\$ (109,012)	144.1%	
CONTRACTUAL - OTHER	\$ 475,048	\$ 426,635	\$ 48,413	89.8%	
CONTRACTUAL - MED A	\$ 1,392,200	\$ 1,348,724	\$ 43,476	96.9%	
CONTRACTUAL - MANAGED CARE PART A	\$ 575,500	\$ 260,676	\$ 314,824	45.3%	
CONTRACTUAL - MANAGED CARE OTHER	\$ 89,700	\$ 202,514	\$ (112,814)	225.8%	
CONTRACTUAL - MED B	\$ 189,846	\$ 206,464	\$ (16,618)	108.8%	
CONTRACTUAL - AGENCY STAFFING	\$ 10,000	\$ 163	\$ 9,837	1.6%	
CONTRACTUAL - LAUNDRY	\$ 175,000	\$ 237,239	\$ (62,239)	135.6%	
CONTRACTUAL - UTILITIES	\$ 267,750	\$ 277,652	\$ (9,902)	103.7%	
CONTRACTUAL - ACCRUALS	\$ -	\$ -	\$ -	-	
FOOD	\$ 360,000	\$ 431,399	\$ (71,399)	119.8%	
SUPPLIES	\$ 463,320	\$ 487,042	\$ (23,722)	105.1%	
STAFF DEVELOPMENT	\$ 94,200	\$ 80,821	\$ 13,379	85.8%	
STATE BED ASSESSMENT	\$ 314,160	\$ 314,160	\$ -	100.0%	
INSURANCE	\$ 66,278	\$ 63,583	\$ 2,695	95.9%	
EQUIP LEASE/RENTAL & OTHER FIXED CHARGES	\$ 27,750	\$ 10,503	\$ 17,247	37.8%	
BAD DEBT	\$ 5,000	\$ -	\$ 5,000	0.0%	
TOTAL EXPENDITURES BEFORE CAPITAL OUTLAY	\$ 16,645,571	\$ 17,137,653	\$ (492,082)		\$ 16,467,312
CAPITAL OUTLAY OPERATING	\$ 124,011	\$ 67,781	\$ 56,230	54.7%	\$ 138,728
CAPITAL CARRYOVER OUTLAY OPERATING	\$ -	\$ -	\$ -	-	\$ -
2015 CARRYOVER TO 2016	\$ 196,318	\$ -	\$ 196,318	0.0%	\$ 111,821
GRAND TOTAL EXPENSES	\$ 16,965,900	\$ 17,205,434	\$ (239,534)	101.4%	\$ 16,717,861
PROPOSED EXCESS OPERATING REVENUE RETURNED TO GENERAL FUND	\$ -	\$ (1,253,817)	\$ 0		\$ (344,434)
YTD Per Budgeted Patient Per Day Cost (net of capital outlay)	\$ 304.21	\$ 319.26			
YTD Per Budgeted Patient Per Day Cost (includes all costs)	\$ 310.07	\$ 320.52			

**Kenosha County Department of Human Services
Brookside Care Center
Monthly Census and Revenue Statistical Report**

	ADC Medicare	Medicare Revenue	ADC Medicaid	Medicaid Revenue	ADC Private Pay	Private Pay Revenue (includes Bed Assessment)	ADC Managed Care	Managed Care Revenue	Total Revenue	Daily Occupancy
2016 Budget	41.0	\$ 7,861,754	76.0	\$ 4,494,435	29.0	\$ 3,234,660	3.5	\$ 503,335	\$ 16,094,184	149.5
Actuals:										
January	38.1	\$ 590,978	77.5	\$ 361,990	28.5	\$ 263,332	4.7	\$ 49,521	\$ 1,265,821	148.8
February	40.0	\$ 577,573	75.8	\$ 340,924	25.8	\$ 226,539	4.7	\$ 52,184	\$ 1,197,219	146.3
March	42.8	\$ 660,058	75.4	\$ 361,418	24.5	\$ 235,267	4.0	\$ 17,392	\$ 1,274,134	146.7
April	37.8	\$ 560,425	75.5	\$ 334,683	27.2	\$ 240,078	3.5	\$ 22,375	\$ 1,157,561	144.0
May	37.7	\$ 558,140	77.1	\$ 377,005	26.2	\$ 232,303	5.6	\$ 64,697	\$ 1,232,145	146.6
June	34.4	\$ 633,000	77.0	\$ 376,181	29.7	\$ 382,145	6.8	\$ 144,422	\$ 1,535,748	147.9
July	36.0	\$ 628,790	78.8	\$ 378,604	27.0	\$ 263,152	4.5	\$ 55,815	\$ 1,326,361	146.3
August	35.5	\$ 617,732	78.9	\$ 374,279	29.4	\$ 295,001	4.5	\$ 54,535	\$ 1,341,547	148.3
September	34.5	\$ 571,640	76.9	\$ 358,417	30.1	\$ 277,947	5.0	\$ 60,750	\$ 1,268,754	146.5
October	38.9	\$ 637,398	71.4	\$ 343,925	30.7	\$ 291,580	5.1	\$ 59,940	\$ 1,332,842	146.1
November	40.4	\$ 629,544	71.2	\$ 346,921	30.1	\$ 279,609	5.3	\$ 57,510	\$ 1,313,584	147.0
December	40.4	\$ 645,785	70.7	\$ 355,136	30.7	\$ 301,472	3.6	\$ 38,475	\$ 1,340,868	145.4
YTD Average	38.0	\$ 7,311,062	75.5	\$ 4,309,483	28.3	\$ 3,288,424	4.8	\$ 677,615	\$ 15,586,584	146.7
	93.0%		95.9%		101.7%		134.6%		96.8%	98.1%
									Target = 100.0%	Occupancy Rate

	ADC Medicare	ADC Medicaid	ADC Private Pay	ADC Managed Care	Occupancy	Revenue	\$ Revenue Incr	% Revenue Incr
2016	38.0	75.5	28.3	4.8	146.7	\$ 15,586,584		
2015	42.4	72.0	30.2	3.3	147.9	\$ 15,572,315	\$ 173,696	1.13%
2014	42.0	73.6	30.5	-	146.1	\$ 15,398,619	\$ 820,303	5.63%
2013	39.7	78.9	29.0	-	147.6	\$ 14,578,316	\$ 703,672	5.07%
2012	33.1	85.5	30.4	-	149.0	\$ 13,874,644	\$ (3,939)	-0.03%
2011	28.8	91.2	31.2	-	151.2	\$ 13,878,583		



KENOSHA COUNTY

BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: RESOLUTION CONVERT PUBLIC HEALTH NURSE POSITION TO POPULATION HEALTH PROJECT MANAGER			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: April 18, 2017		Date Resubmitted:	
Submitted By: Human Services and Finance Committees			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Robert J. Riedl		Signature:	

WHEREAS, the Kenosha County Department of Human Services, Division of Health, is requesting a mid-year organizational chart update which is attached hereto, and

WHEREAS, the Division of Health will convert a public health nurse position to a mid-level management position known as the Population Health Project Manager, and

WHEREAS, population health programs address multiple health disparities among diverse communities and implement strategies to increase positive health outcomes, and

WHEREAS, the Division of Health has over 11 comprehensive programs that provide outreach and community education opportunities, and

WHEREAS, the funding for these programs have required an increased demand for statistical and outcome reporting, and

WHEREAS, the Population Health Project Manager will be responsible to identify Kenosha County population health needs and facilitate best practice service delivery to achieve a healthier lifestyle and improve our community health outcomes, and

WHEREAS, the Population Health Project Manager will provide assessment, data collection, and enhance current program evaluation methods to ensure community health improvements, and

WHEREAS, the Division of Health personnel budget has realized salary savings by hiring new staff due to recent retirements in 2017 with the savings continuing in the 2018 proposed budget,

WHEREAS, this Division of Health estimates no additional levy needed for this position.

NOW, THEREFORE, BE IT RESOLVED, that the Kenosha County Department of Human Services, Division of Health, be authorized to update their organizational chart by eliminating a public health nurse position and hire a Population Health Manager.

HUMAN SERVICES COMMITTEE:

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
<hr/> Mike Goebel, Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Dayvin Hallmon, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Leah Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Andy Berg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> John Poole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATION COMMITTEE:

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
<hr/> Terry Rose, Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Ron Frederick, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Daniel Esposito	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Edward Kubicki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Personnel Services Department: Administration

Proposal Summary: The Division of Health, Department of Human Services is proposing a mid-year budget amendment which would convert a vacant Public Health Nurse to a Population Health Manager (job description attached). The reason for the recommendation is to divide management responsibilities evenly over three subdivisions (organizational charge attached).

Dept./Division Head Signature:  Date: 3/16/2017

2. Finance Division Review

Comments: In addition to using the revenue saved by not filling a Public Health Nurse position, the cost will require an additional \$17,000. A fiscal analysis is attached.

Recommendation: Approval ☒ Non-Approval ☐

Department Head Signature:  Date: 3/28/17

3. County Executive Review

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Signature:  Date: 4/5/17

Kenosha County Division of Health
Personnel Cost Analysis

January 20, 2017

Current Personnel Cost		Proposed Personnel Cost		Pay Grade	Plans for Filling Vacancy	Hours Per Week	Rate \$/B	Annualized Amount	Pay Grade
Current Open Positions	Employee Vacating	Hours per Week	Rate \$/B						
MCH Grant Hours	Reuber	15	44.37	E2	Samantha Garcia	15	41.00	31,980.00	NE11
MCH Grant Hours	Krause	8	52.41	E7	Samantha Garcia	8	41.00	17,056.00	NE11
CDC PDO Grant Hours	Reuber (Keeping 8 Hours)	14	44.37	E2	Samantha Garcia	14	41.00	29,848.00	NE11
CDC PDO Grant Hours	Tuura	1	45.74	NE11	Samantha Garcia	1	41.00	2,132.00	NE11
Oploid Abstract Review Grant Hours	New Grant Funds	10	41.00	NE11	Samantha Garcia	2	41.00	4,264.00	NE11
NOD Nurse	Drab	40	40.65	NE11	Population Health Manager	8	47.16	19,618.56	E8
NOD / STD Nurse	Rae	40	40.36	NE11	Population Health Manager	32	47.16	78,474.24	E8
FHV Nurse	Casara	40	49.82	NE11	Kira Krause (Replaces Former MCH Hours)	8	52.41	21,802.56	E7
		40			Jeff Gemignani / S.M.	40	41.00	85,280.00	NE11
		168			Laura Pilizzi	40	41.00	85,280.00	NE11
						168		375,735.36	

Overall Decrease in Personnel Cost
Increase in Non-Grant Funded Position Cost
Prorated fro 8 months in 2017 (May hire date)

(8,802.04)
17,056.00
11371

Assumptions for New Position - Population Health Manager			
Pay grade E8	Min	Mid	Max
Population Health Manager	64,873	77,523	90,174
	Salary	75,000	
	Benefits	23,085	
		98,085	47.16

KENOSHA COUNTY DIVISION OF HEALTH SERVICES

County Board

County Executive
Jim Kreuser

Human Services Committee

Human Services Board

Human Services Director
John Jensen

Board of Health
Chairman James Foster, MD MPH
Vice-Chairman Supervisor John O'Day
Secretary Karen Kersing
Linda Weiss, RN MSN
Mark Mobley
Margaret Regner-Hodge, DVM
Dana Gerlach, DO
Mero Maritato, DDS
Rita Kademler, RN APNP DNP
Julie Robinson

Fiscal Manager (Contract)
Denise Gilbert x6730

Director/Health Officer
Cynthia Johnson x6760

Sr. Administrative Assistant
Karen Kersing x6719

Staff Accountant (Contract)
Louise Caraccio x6733
Jenni Merlie x4645
Fiscal Specialist (Contract)
Darlene Specht x6732

Environmental Health Manager
Mark Melcik x6745

Clinical Services Director/Assistant
Director
Gwen Perry-Bye x6764

Population Health Project Manager
Vacant

Sanitarian Team Leader
Brad Wozniak x6746

Sanitarian
Jim Bezotte x6786
Ryan Leenjak x6723
Lorna Wierdt x6743
Alex Prinsgen x1910
Ron Zupinski x6748
Public Health Technicians
Steven Rea x6744
Vacant x6782

Analytic/Forensic Chemist
Team Leader
Megan Johnson x6706

Public Health Technician
Alana Engholt-Hutton x6769

Laboratory Services
CLIA Director
Robert Bagley
(contract)

Risk Assessor
Kathy Dykstra x6728
Pat Stumacher x6735
Administrative Assistant
Martha Vilakobos x6783

Home Visitation
Team Leader - NFP
Brana Knudt x6767
Team Leader - PAT
Lori Peters x6749

NFP Public Health Nurses
Allison Mueller x6751
Lisa Mueller x6755
Lauren Pilecki x6734
Jeffrey Gernigant x6752
Misty Lesjak x6761
Sara Markus x6759
Julianne Weaver x6736 (3
PACE)
Administrative Assistant
Carrie Kahl x6762

PAT Public Health Nurses
Geen Swaffo-Klee x6726
Sheri King x6720
Kristin Schroyer x6787
20 hrs
Administrative Assistant
Cheryl Palaska x6742
20 hrs
Mental Health Coordinator
Monica Wagner x6763
20 hrs

Clinical Services
Team Leader
Kara Krause x6750

Nurse of the Day
Public Health Nurse
Dawn Bruce-Enal x6775
Beth Cerni x1972
Diana Bobovich x657-0940
ext 240
Sarah Milice x6777

PMT - Clinical
Elizabeth Herrera x6729
Erin Owens x6756
Elizabeth Clay x6770

CADTP
Team Leader
Elizabeth Smith x6766

Public Health Nurses
Amanda Tuura x6718
Glenn Ventura x6736
Samantha Garcia x6737

Reproductive Health
Sandy Leitch x6712
Dana Mahring x6758
Pam Kavabuskas x6757

HWP/PSI Grant
Debbie Rueber x6722 40 hrs

Kenosha LHF
Program Coordinator
Pamela Smith x6781
Administrative Assistant
Cheryl Palaska x6742 20 hrs
Navigator
Monica Wagner x6763 20 hrs

School Nursing
Team Leader
Bridget Cardinal x6779
32 hrs, 9 hrs Levy

Public Health Nurses
Molly Cassara x6708 40 hrs
Elizabeth Rebolter x6714 40 hrs
Jodee Rizzitano x6747 13.5 hrs
Lindsay Dornhamer x6724 11 hrs
Laura Davidson x6754 11 hrs
Julianne Weaver x6738 17 hrs
Robin Cassara x6739 32 hrs

Prevention Services Network
Laura Davidson x6754 24 hrs

Early Head Start
Jodee Rizzitano x6747 16 hrs

KUSD Head Start
Elizabeth Rebolter x6714 18 hrs

Asthma Prevention Program
Coordinator
Lindsay Dornhamer x6724 20 hrs

Epidemiologists / PH
Community Specialist
Stacy Wiens x6765

Kenosha WIC Program
Subcontract WRRCAA
Pam Heubach, Director
Total FTEs - 9.57

Multi-Jurisdictional Tobacco
Community Coalition
Jacqueline Stenack, Coordinator

**Kenosha County, WI
Job Description**

Classification Title	Population Health Project Manager
Job Code	
FLSA Status	Exempt
Pay Grade	E8

GENERAL SUMMARY

The Population Health Project Manager is a supervisory position that manages a comprehensive program to identify population health needs and facilitate best practice service delivery to achieve a healthier lifestyle and improve health outcomes for the population. The position will support and direct the enforcement of state, city, and county laws, ordinances, and regulations. In addition, whoever holds this position supervises and coordinates Population Health Project staff, assigns work, and assures departmental goals are met.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Responsible for contract agreements with Wisconsin Department of Health Services, and other contracts and grants from various organizations.
- Administer the public health programs as identified in contracts and grants.
- Maintain standardization and benchmarks per contract and grant agreements.
- Coordinate the delivery and evaluation of population health and health promotion programs, campaigns, and other targeted member outreach to promote healthier lifestyles and better health outcomes.
- Outreach may include communicating about gaps in healthcare needs and preventive health opportunities, health education to the community and others.
- Develop and manage project activities, including assessment, planning, implementation, evaluation and reporting activities for assigned projects.
- Review and analyze population data from various databases, including state and national to support local planning.
- Design questionnaires and surveys to collect data on people and health.
- Collect data, analyze findings and create reports explaining the findings.
- Ensure the accuracy and timelines of data collections and reporting.
- Maintain continual program evaluation to monitor and measure population health improvements.
- Promote mentoring, peer advising, coaching, and other personal development opportunities for the workforce.

Kenosha County, WI
Job Description

Classification Title	Population Health Project Manager
Job Code	
FLSA Status	Exempt
Pay Grade	E8

OTHER JOB REQUIREMENTS

- Valid driver's license

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- Applicable laws, codes, ordinances, and regulations governing public health programs.
- Pertinent state, county, and city laws, codes, and regulations.
- The principles, practices, and standards and core competencies of public health.

Skill in:

- Communication, public relations and public speaking
- Quality Improvement Process
- Coordinating and multi-tasking, setting priorities on work assignments
- High degree of flexibility, initiative, attention to detail, and commitment.
- Demonstrated high-level written and oral presentation skills
- Demonstrated program and project management
- Excellent computer experience in windows-based environment and knowledge of Microsoft applications and Excel.

Ability to:

- Effectively communicate and maintain good public relations.
- Prepare and produce high quality reports and keep accurate records.
- Organize, plan, and work with others.
- Effectively work in a team environment that promotes coaching and training and positive feedback to improve individual performance and customer satisfaction.
- Apply evidence-based public health programs and services to improve population health and safety.
- Remain professional and courteous at all times

Kenosha County, WI
Job Description

Classification Title	Population Health Project Manager
Job Code	
FLSA Status	Exempt
Pay Grade	E8

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The position involves **physical demands**, of sitting, standing, climbing stairs, light lifting, operate a computer and other devices, and drive a car to transport self.
Kenosha County, WI is an Equal Opportunity Employer.

Date created:	1/20/2017
Dates revised	

5506672v1/14131.001