

**AGENDA**

**JEFFERSON COUNTY BOARD MEETING**  
**THURSDAY MARCH 19, 2020 9:00 a.m.**  
**Jefferson County Courthouse**  
**311 S. Center Avenue, Room 205**  
**Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
4. **APPROVAL OF THE AGENDA**
5. **PUBLIC COMMENT**
6. **COUNTY ADMINISTRATOR**
  - a. Resolution - Ratification of Emergency Declaration
  - b. Resolution - Authorizing Remote Meetings
7. **HUMAN RESOURCES COMMITTEE**
  - a. Resolution – Creating one full-time Psychotherapist position at the Human Services Department
8. **ANNOUNCEMENTS**
9. **ADJOURN**

**NEXT COUNTY BOARD MEETINGS**

**April 21, 2020**  
**5:00 P.M. – RM 205**

## RESOLUTION NO. 2019-85

### Ratification of Emergency Declaration

WHEREAS, Jefferson County's Emergency Management Ordinance, No. 1987-24 as amended by Ord. No. 2011-16, provides "In the event an emergency occurs within Jefferson County at a time when the County Board is unable to meet for the purpose of making such a declaration . . . , the following persons may declare state of emergency: (a) County Board Chair . . .", and

WHEREAS, the Emergency Management Ordinance and § 323(4)(b), Wisconsin Statutes, indicates that if the emergency declaration is made by the County Board Chair, the Board shall ratify or repeal such declaration as soon as the body can meet, and

WHEREAS, an emergency, namely the COVID-19 Pandemic, has impacted and will continue to impact Jefferson County, and

WHEREAS, County Board Chair Jim Schroeder issued an emergency declaration on March 13, 2020, following the World Health Organization's designation of the COVID-19 pandemic a Public Health Emergency of International Concern, Governor of the State of Wisconsin's declaration of a State of Emergency; President Trump's Declaration of a National Emergency; and the United States Health and Human Services Secretary's declaration of a public health emergency for the entire United States, which declaration is presently in effect, and

WHEREAS, the County Administrator is authorized to utilize contingency funds and fund balance as needed to maintain the County Continuity of Operations with oversight as needed by the Finance Committee, and

WHEREAS, the County Administrator is authorized to amend or suspended personnel policies in the best interest of Public and Employee Safety and continuing County Operations, and

WHEREAS, such emergency declaration may make Jefferson County eligible for emergency funds and will facilitate and expedite the use of various resources to protect persons from the impacts of the spread of COVID-19 while maintaining continuity of operations for the Jefferson County. This declaration shall be in effect for 60 days. If the County Board is unable to meet on May 12, 2020, this Declaration will automatically continue until the next meeting of the County Board.

NOW, THEREFORE, BE IT RESOLVED the County Board ratifies the emergency declaration issued by County Board Chair Jim Schroeder on March 13, 2020, which is presently in effect with the full power and effect as determined.

*Fiscal Note: None known at this time.*

STATE OF WISCONSIN            )  
  ) ss  
COUNTY OF JEFFERSON        )

I, Audrey McGraw, County Clerk of Jefferson County, Jefferson, Wisconsin, do hereby certify that the attached is a true and correct copy of Resolution No. 2019-85, adopted at the March 19<sup>th</sup>, 2020, Emergency Session of the County Board of Supervisors at the County Courthouse in the City of Jefferson.

WITNESS MY HAND AND SEAL this \_\_\_\_ day of March, 2020.

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Audrey McGraw  
Jefferson County Clerk  
Jefferson, Wisconsin

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_ Vacant: \_\_\_\_\_

Referred By:  
County Board Chair Jim Schroeder

03-19-20

REVIEWED: County Administrator: \_\_\_\_\_; Corporation Counsel: \_\_\_\_\_; Finance Director: \_\_\_\_\_

**Declaration of Emergency  
Jefferson County**

WHEREAS, on this day, pursuant to the authority vested in my office under chapter 323 of the Wisconsin Statutes and the Jefferson County Emergency Management Ordinance 2011-16, it is hereby declared that a county state of emergency exists in Jefferson County, and

WHEREAS, the World Health Organization designated the COVID-19 pandemic as a Public Health Emergency of International Concern, and

WHEREAS, COVID-19 is a contagious, and at times fatal, respiratory disease, and

WHEREAS, the worldwide pandemic of COVID-19 and the effects of its extreme risk of person-to-person transmission throughout the United States significantly affect the life and health of our people, as well as the economy, and is a disaster that impacts the health, security, and safety of the public, and

WHEREAS, Governor of the State of Wisconsin declared a State of Emergency; President Trump, today, has issued a Declaration of a National Emergency; and the United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the entire United States to aid the nation's healthcare community in responding to COVID-19.

NOW, THEREFORE, with the need to be proactive and prepare, I find that the potential for disaster exists which requires extraordinary measures to protect the health and well-being of the people. Declaring a state of emergency will facilitate and expedite the use of resources to protect persons from the impacts of the spread of COVID-19 while maintaining continuity of operations for the Jefferson County.

NOW, THEREFORE, FURTHER, the Jefferson County Administrator serving as the Chief Administrative Officer of Jefferson County shall exercise all of the powers conferred upon the governing body of Jefferson County under all applicable statutes and ordinances, which within the discretion of the officer appear necessary and expedient during said state of emergency.

IN TESTIMONY WHEREOF, I have hereunto set my hand.

Done at the Jefferson County Courthouse, 311 South Center Avenue, Jefferson, Wisconsin this 13<sup>th</sup> day of March, 2020.

  
\_\_\_\_\_  
Jim Schroeder, Chairperson  
Jefferson County Board of Supervisors

(To be filed with County Clerk on next regular business day, for presentation to Board of Supervisors at next meeting.)

## RESOLUTION NO. 2019-86

### Authorization for Remote Attendance

WHEREAS, Jefferson County's Emergency Management Ordinance, No. 1987-24 as amended by Ord. No. 2011-16, provides "In the event an emergency occurs within Jefferson County at a time when the County Board is unable to meet for the purpose of making such a declaration . . . , the following persons may declare state of emergency: (a) County Board Chair . . .", and

WHEREAS, an emergency, namely the COVID-19 Pandemic, has impacted and will continue to impact Jefferson County, and

WHEREAS, County Board Chair Jim Schroeder issued an emergency declaration on March 13, 2020, following the World Health Organization's designation of the COVID-19 pandemic a Public Health Emergency of International Concern, Governor of the State of Wisconsin's declaration of a State of Emergency; President Trump's Declaration of a National Emergency; and the United States Health and Human Services Secretary's declaration of a public health emergency for the entire United States, which declaration is presently in effect, and

WHEREAS, it is imperative that the Governing Bodies of the County have the ability to meet as required to maintain the operations of the County, and

WHEREAS, the County Administrator is authorized to develop process, procedures and capabilities to facilitate remote attendance at County meetings in compliance with all applicable laws.

NOW, THEREFORE, BE IT RESOLVED the County Board authorizes the utilization of remote attendance at all County meetings held to facilitate the transaction of County business with minimal barriers to participation of members of Board/Commissions/Committee and facilitate ability for public transparency. This rule shall be in effect until Declaration of Emergency is ended.

*Fiscal Note: None known at this time.*

STATE OF WISCONSIN            )  
  ) ss  
COUNTY OF JEFFERSON        )

I, Audrey McGraw, County Clerk of Jefferson County, Jefferson, Wisconsin, do hereby certify that the attached is a true and correct copy of Resolution No. 2019-85, adopted at the March 19<sup>th</sup>, 2020, Emergency Session of the County Board of Supervisors at the County Courthouse in the City of Jefferson.

WITNESS MY HAND AND SEAL this \_\_\_\_ day of March, 2020.

\_\_\_\_\_  
Audrey McGraw  
Jefferson County Clerk  
Jefferson, Wisconsin

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_ Vacant: \_\_\_\_\_

Referred By:  
County Board Chair Jim Schroeder

03-19-20

REVIEWED: County Administrator: \_\_\_\_\_; Corporation Counsel: \_\_\_\_\_; Finance Director: \_\_\_\_\_

**RESOLUTION NO. 2020-\_\_\_\_**

**Creating one full-time Psychotherapist position at the Human Services Department**

Executive Summary

The Mental Health and Alcohol and Drug Outpatient (AODA) Clinics provide services to Jefferson County adults and children with mental illness and/or alcohol or drug issues. The Jefferson County Mental Health and AODA team received 2,406 requests for services, crisis calls, and Emergency Detentions in the first two months of 2020. This is an unprecedented number of requests: it is more than twice the number of requests for the entire year in 2008 and 300 more requests than last year at this time. As a result, consumers are waiting nearly two months for a second appointment which increases the risk of self-harm and suicide attempts. An additional Psychotherapist is needed to help manage the increasing influx of mental health needs in Jefferson County.

On March 17, 2020, the Human Resources Committee reviewed the request from the Human Services Director to create one full-time Psychotherapist position in the Mental Health and AODA Clinic at Human Services and recommended forwarding this corresponding resolution to the County Board for consideration.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, the Mental Health and Alcohol and Drug Outpatient (AODA) Clinic at Human Services is experiencing an unprecedented number of mental health requests in 2020, and

WHEREAS, current staffing levels cannot provide the necessary care and treatment in a timely manner, resulting in a higher risk of further mental health consequences, and

WHEREAS, to address the ongoing and increasing mental health needs of the citizens of Jefferson County, the Human Services Director requests, and the Human Resources Committee recommends, creating one full-time Psychotherapist position in the Mental Health and AODA Clinic at the Human Services Department.

NOW, THEREFORE, BE IT RESOLVED that the 2020 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to create one full-time Psychotherapist position, to become effective upon passage.

*Fiscal Note: Salary and fringe benefits for the remainder of 2020 is \$56,990.63, of which \$19,157 is funded through Insurance Revenue and other medical benefits and \$37,833.46 through tax-levy. On March 10, 2020, the County Board of Supervisors approved a resolution authorizing year end requests to carry over funds for fiscal year 2019 from the Human Services Department; therefore, no additional tax-levy is needed for 2020. The annual cost of the Psychotherapist position is \$85,293.96 and will be funded approximately 40% with Insurance Revenue, Medicaid and Medicare, CCS reimbursement and WIMCR cost reconciliation and 60% with tax-levy. The County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Human Resources Committee

04-21-2020

REVIEWED: Administrator \_\_\_\_\_; Corp. Counsel \_\_\_\_\_; Finance Director \_\_\_\_\_