

RESOLUTION NO.: 54—2023-24

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

2/3 MAJORITY – 24 VOTES

1 For almost 40 years, the Outagamie County Department of Health and Human Services
2 (DHHS) has contracted out its statutory requirements to provide an Intoxicated Driver
3 Program (IDP) to ThedaCare, Inc. In 2022, ThedaCare announced that it would no
4 longer be able to provide IDP assessments for the County. DHHS then conducted an
5 extensive Request for Proposal (RFP) to find a new provider for IDP assessments,
6 however, no proposals were received. Winnebago County, with very short notice, began
7 providing the required IDP assessments for Outagamie County residents while DHHS
8 staff applied for proper State Certification to provide IDP assessments with county staff
9 members through the Mental Health and Alcohol and Other Drug Abuse Division. The
10 certification process is currently underway with the Department of Health Services in
11 Madison and it is anticipated that the process will be complete by the end of 2023.

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13 In order for DHHS to prepare for providing state required and mandated IDP
14 Assessments by January 1, 2024, the department is requesting permission to amend the
15 2023 budget and create an IDP cost center effective October 1, 2023 for the purposes of
16 hiring and training needed staff members to conduct IDP assessments and set up the
17 necessary fiscal and administrative support systems to provide fee collections,
18 assessment documentation and reporting of the completed assessments, as well as ensure
19 compliance with all necessary State requirements for this new program.

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21 Based on projected expenses for the IDP Assessment Program, DHHS is also requesting
22 that the IDP Assessment fee for 2023-2024 be set at \$325.00, and that the existing IDP
23 Assessment Amendment fee be established at \$162.50 and that a client appointment no-
24 show fee is set at \$100.00.

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26 Additionally, DHHS is requesting to create the IDP cost center effective October 1,
27 2023. Anticipated start-up expenses and revenues for the IDP for the remainder of
28 calendar year 2023 are included on the attached. The DHHS 2024 budget will include
29 this new cost center and will detail all anticipated expenses and revenues to provide this
30 State mandated service through the DHHS.

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33 NOW THEREFORE, the undersigned members of the Health and Human Services Committee
34 recommend adoption of the following resolution.

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BE IT RESOLVED, that the Outagamie County Board of Supervisors does authorize and approve of creating the following IDP (Intoxicated Driver Program) cost center line items by increasing: Salaries by \$36,672; Fringe Benefits by \$17,050; Travel / Training by \$3,000; Supplies by \$5,778; Purchased Services by \$9,340; Allocated Applied Expense by \$7,430; and Decreasing IDP (Intoxicated Driver Program) Fees, Fines and Costs Initial Assessment line item by \$79,270, as noted on the attached fiscal note and memo which by reference are made a part hereof, and

BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does authorize and approve the Intoxicated Driver Program Assessment fee for 2023-2024 to be set at \$325.00 and that the existing Intoxicated Driver Program Assessment Amendment Fee be established at \$162.50 and that a client appointment no-show fee be set at \$100.00, and

BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of this resolution to the Outagamie County Health and Human Services Director and the Outagamie County Finance Director.

Dated this ____ day of October 2023

Respectfully Submitted,

HEALTH AND HUMAN SERVICES
COMMITTEE

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Dan Gabrielson

Justin Krueger

Jeff McCabe

Cathy Thompson

Kelly Schroeder

Duly and officially adopted by the County Board on: _____

Signed:

Board Chairperson

County Clerk

Approved: _____

Vetoed: _____

Signed:

County Executive

**Health and Human Services Request to Create Intoxicated Driver Program (IDP) Cost Center
September 11, 2023**

For almost 40 years, Outagamie County Health and Human Services has contracted out its statutory requirements to provide an Intoxicated Driver Program (IDP) to Thedacare, Inc. In 2022, Thedacare announced that it would no longer be able to provide IDP assessments for us. Health and Human Services then conducted an extensive Request for Proposal (RFP) to find a new provider for IDP assessments but no one responded to the RFP. Winnebago County then stepped up with very short notice and began providing the required IDP assessments for our county residents while we worked to apply for proper State Certification to provide IDP Assessments with county staff members through our Mental Health and Alcohol and Other Drug Abuse Division. Our certification process is presently underway with the Department of Health Services in Madison and we hope to have that process completed by the end of this year.

To prepare for Outagamie County Health and Human Services starting to provide state required and mandated Intoxicated Driver Program Assessments by January 1, 2024, we are requesting permission to amend our 2023 budget and create an Intoxicated Driver Program (IDP) cost center effective October 1, 2023 for the purposes of hiring and training needed staff members to conduct IDP assessments and to set up the necessary fiscal and administrative support systems to provide fee collections, assessment documentation and reporting of the completed assessments, as well as ensure compliance with all necessary State requirements for this new program.

Based on projected expenses for the Intoxicated Driver Program Assessment Program, we are also requesting that our Intoxicated Driver Program Assessment fee for 2023-2024 be set at \$325.00, that our amending an existing Intoxicated Driver Program Assessment fee be established at \$175.00 and that a client no-showing for an appointment and rescheduling fee be set at \$100.00.

Anticipated start-up expenses and revenues for the Intoxicated Driver Program for the remainder of calendar year 2023 are detailed on the attachment to this request. The Department's 2024 budget will also include this new cost center and will detail all anticipated expenses and revenues to provide this State mandated service through our Department.