

**DIVISION OF PUBLIC HEALTH
DPH CONTRACT 27422
AMENDMENT #7**

The Department of Health Services, on behalf of the Division of Public Health and Burnett County Department of Health & Human Services agree to amend their original agreement for the program(s) titled Preventive Health and Health Services (PPHS) (Profile 159220) and Environmental Public Health Tracking (Profile 155078) as follows:

REVISION: SECTION 5. SERVICES

Additional projects to be completed as detailed in attached Exhibit(s).

REVISION: SECTION 34.A.2

Insert: "The due date of the final fiscal report for Profile 159220 and 155078 shall be sixty (60) days after the Grant Agreement Period ending date. Expenses incurred during the Grant Agreement period on Profile 159220 and 155078, but reported later than sixty (60) days after the period ending date, will not be recognized, allowed or reimbursed under the terms of this Grant Agreement."

Adjustment will be made to the Community Aids Reporting System (CARS) based on the information in the table below.

Agency #	Agency Type	Profile #	Current Contract Level	Contract Change Amount	New Contract Level	Funding Period
7	630	159220	\$0	\$4924	\$4924	10/1/14-8/31/16
7	630	155078	\$0	\$10499	\$10499	11/1/15-7/31/16

All other terms and conditions of the original agreement remain unchanged.

GRANTEE's Authorized Representative
Name:
Title:

Date

GRANTOR's Authorized Representative
Chuck J. Warzecha
Administrator / Deputy Administrator, Division of Public Health
Department of Health Services

Date

“Taking Action with Data: Use of the Environmental County Health Profiles to Improve Environmental Health in a Community”

Additional Information for Burnett County

Environmental Public Health Tracking (EPHT) Program staff members Paul Creswell and Jenny Camponeschi had a kick-off conference call with Brittany Jaskolka (Public Health Specialist, Burnett County) on Tuesday, November 24, 2015.

Additional information regarding the application from Burnett County was sought by Paul and Jenny. Specifically, details on the survey that the county was planning to administer and the time-frame for the survey were asked. Additionally, clarification on the acronym AMSO was asked. Brittany provided all the further detail as asked.

Brittany commented that Burnett County would distribute the CO detectors via a variety of venues including: 1) three schools (specifically, at games where schools are playing each other), 2) seven senior centers, and 3) the Women Infants and Children (WIC) program. In terms of the time-frame, the project goal is to have the CO detectors distributed throughout the winter. By the end of the season all detectors should have been distributed.

With regards to the survey, Brittany described this as both a data collection tool and an education tool. Participants will: 1) fill out the pre-survey, 2) receive some education (i.e., information via posters and handouts, as well as the correct answers to the survey) 3) take the survey to re-test their knowledge, and 4) receive the CO detector. As part of this process Burnett County staff will collect the name and address of those who receive the detectors.

Finally, Brittany explained that AMSO stood for “Administrative Management Support and Overhead” was part of the overall overhead of the project.

Carbon Monoxide Education and Prevention

Part I – Applicant information

Organization: Burnett County Department of Health and Human Services Public Health Unit

Contact Information:

Brittany Jaskolka
7410 County Road K #280
Siren, WI 54872
715-349-7600 ext. 1230
bjaskolka@burnettcounty.org

Resume: See attached

Part II – Proposal

A) **Environmental Issue Selected:** Home Hazard of Carbon Monoxide

B) Statement of Need:

This project will reach as many residents of Burnett County as possible. Since 2004 the number of carbon monoxide poisoning related emergency room visits has steadily increased in Burnett County, while those in Wisconsin have decreased. With this in mind, the Burnett County Department of Health and Human Services does not currently offer any resources for assistance in obtaining carbon monoxide detectors.

C) **Target Audience:** The target audience will be Burnett County Residents with consideration given to those identified as low income through the WIC program and the elderly. All of Burnett County Residents could potentially be impacted by carbon monoxide poisoning making it essential to educate and aid all with prevention. With this in mind, the number of associated emergency room visits is data collected from all of Burnett County, not solely those of low health equities. In addition, over 18 percent of Burnett County Residents live below the poverty level with around 24 percent of children living in poverty. However, this does not mean that the other percentage of the population would not benefit from education and a carbon monoxide detector. 40 percent of the population has a highest education level of a high school diploma or equivalent, which is a potential indication of not only knowledge but also earnings.

Project Description

1. This project will aim to increase carbon monoxide poisoning knowledge in Burnett County, while also providing carbon monoxide detectors. This will be achieved through outreach in WIC Clinics, attending sporting events when Burnett County Schools play each other, and also through Burnett County's Senior Citizen Centers. During these times, a short anonymous pre survey will be given to participants to gauge their carbon monoxide knowledge and also to determine if carbon monoxide detectors are in the home. Education will be provided on common causes of carbon monoxide poisoning,

potential symptoms, and what to do if you suspect carbon monoxide poisoning. Then an anonymous post survey will be given to determine knowledge gained. Finally, the participant will record their name and address on the Carbon Monoxide Tracking Sheet and be issued a carbon monoxide detector with a Carbon Monoxide Poisoning Fact Sheet. To reach as many households as funding allows, only one carbon monoxide detector will be given per household. If a home has more than one level or requires more than one carbon monoxide detector they will be informed of locations where they can be purchased.

2. The project goal is to decrease carbon monoxide poisoning related emergency room visits by increasing the number of Burnett County households that have carbon monoxide detectors and knowledge regarding carbon monoxide poisoning for all residents. To reach this goal there will be three objectives. The first is to increase carbon monoxide poison knowledge. The second is to increase the number of homes that have a carbon monoxide detector. The third is for homes already containing a carbon monoxide detector, to increase the number of levels in the home in which there is a carbon monoxide detector. These objectives will be reached through outreach at area locations in which the target population will be present. The objectives will be evaluated through tracking and self reporting surveys.

3. **Timeline:** Implementation at school sporting events will start to occur in January of 2016, with all schools being reached by February 12, 2016. Senior Citizens will initially be reached by the end of January 2016, and there will be continued outreach during WIC clinics for the entire winter of 2016.

4. **Health Equity:** While participants will not be excluded due to income most of the population reached will be of lower income. A low income target population will be reached during WIC Clinics. In addition, 2/3 of the schools in the county have free and reduced rates over 70%, making many of the families reached at the schools those of lower income. In addition, the elderly population will also be targeted at the senior citizen centers, which are also typically those of lower income. For Burnett County, between 15 and 20 percent of the elderly live in poverty.

5. **Partners:** The main partnerships that will be needed are with the organizations to allow space. With the schools it will be reaching out to have a location and discuss the timeframe for implementation, along with any outreach they may be able to do to increase awareness of the project. For the senior citizen centers, space will be needed, times in which the largest percent of their population could be reached, and promotion of the project. WIC will also be a partner for the implementation of this program. The implementer for this project also works in the WIC office and can promote the program and participation.

E) Project Work plan:

Objective 1: Increase carbon monoxide related knowledge				
Activity	Person Responsible	Timeline	Evaluation	Notes
Develop pre and post survey	Brittany Jaskolka	By Nov 30, 2015	Survey analysis	
Determine information to present to public	Brittany Jaskolka	By Nov 30, 2015	Credibility of sources	Determine CO information
Educate Public	Brittany Jaskolka	End of Winter 2016	Survey results	Boards, handouts, verbally
Evaluate Surveys	Brittany Jaskolka	By June 30, 2016	Survey analysis	

Objective 2: Increase number of homes that have carbon monoxide detectors				
Activity	Person Responsible	Timeline	Evaluation	Notes
Develop pre and post survey	Brittany Jaskolka	By Nov 30, 2015	Survey analysis	
Provide CO detectors	Brittany Jaskolka	By July 31, 2016	Track of number distributed	1 CO detector per home
CO tracking sheet	Brittany Jaskolka	By Nov 30, 2015	Residents that receive detectors	Name and address
Evaluate Surveys	Brittany Jaskolka	By June 30, 2016	Survey analysis	

Objective 3: Increase number of homes with carbon monoxide detectors on multiple levels				
Activity	Person Responsible	Timeline	Evaluation	Notes
Develop pre and post survey	Brittany Jaskolka	By Nov 30, 2015	Survey analysis	
Provide CO detectors	Brittany Jaskolka	By July 31, 2016	Track of number distributed	Homes with 1 detector provide 1 additional detector to be used on another level

CO tracking sheet	Brittany Jaskolka	By Nov 30, 2015	Residents that receive detectors	Name and address
Evaluate Surveys	Brittany Jaskolka	By June 30, 2016	Survey analysis	

F) **Project Evaluation:** The project will be evaluated three ways. The first will be through the implementation and analysis of pre and post surveys, with success being gauged through improvement from the pre to post survey. The second will be determining the number of carbon monoxide detectors and fact sheets provided during implementation at the various locations. For this, success will be gauged by the number of carbon monoxide detectors and fact sheets provided. Finally, evaluation will also occur through feedback from participants and the organizations in which the project is implemented. This will be used to determine the value participants associated with the program or any additional knowledge gained.

**Taking Action with Data: Use of the Environmental County Health Profiles
to Improve Environmental Health in a Community**

October 1, 2015 - July 31, 2016

or Tribal Health Agency Name: Burnett County Department of Health and Human Services Public Health Unit

Fiscal Agent Representative: Judy Cornelison
Representative Phone: 715-349-7600 ext. 1232
Representative E-mail: jcornelison@burnettcounty.org

Budget Items		Totals	
PERSONNEL			
Salaries (List Name(s), Position, FTE Equivalent)	Brittany Jaskolka, Public Health Specialist, .03 FTE(50 hours)	\$1,660	\$1,660
Fringe Benefits (List Name)	Brittany Jaskolka	\$364	\$364
		Total Personnel	\$2,023
CONSULTANT/CONTRACTED STAFF			
List Name, Position, FTE Equivalent			\$0
SUPPLIES			
Itemize	Paper and ink for pre and post surveys/ information at table/	\$44	\$7,369
	Carbon Monoxide Detectors (455)	\$7,326	
TRAVEL			
Itemize	To and from locations for implementation	\$80	\$80
EQUIPMENT			
Itemize			\$0
OTHER			
Itemize	Indirect	\$344	\$1,026
	AMSO	\$682	
TOTALS (Total Funding Request Cannot Exceed \$10,500)		\$10,499	\$10,499
IN-KIND SUPPORT (none is required)			
Itemize			\$0

RESERVE

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Burnett County Department of Health and Human Services

7410 County Road K #280
Siren, WI 54872-9043

Katherine M. Peterson, Director

Telephone: (715) 349-7600
TTY: (715) 349-8088

October 13, 2015

State of Wisconsin DHS Division of Public Health BEOH
1 W. Wilson St., Room 150
Madison, WI 53701-2659

Dear State of Wisconsin DHS Division of Public Health BEOH:

I am writing this letter on behalf of the Burnett County Department of Health and Human Services WIC Program, to show our enthusiasm and support with the Burnett County Department of Health and Human Services Public Health Unit's carbon monoxide poisoning outreach and education. The WIC program is very interested in partnering with the Burnett County Department of Health and Human Services Public Health Unit to support them with their distribution of carbon monoxide detectors and education efforts. This grant would help provide the needed funding for this project as many of our families may not be able to afford purchasing their own detectors.

Through this partnership, the WIC office would be able to assist the implementing public health staff with providing a location to reach clients. During WIC clinic days carbon monoxide detectors and education can be presented to the families. By providing the carbon monoxide detectors and educating on carbon monoxide poison families will have the tools necessary to protect themselves against carbon monoxide poisoning, thereby decreasing the number of emergency room visits related to carbon monoxide poisoning.

Please consider funding this project to help support the health and wellbeing of the children in Burnett County and community residents.

Sincerely,

A handwritten signature in black ink that reads "Sarah Miller, RD CD". The signature is written in a cursive style.

Sarah Miller, RD CD CLC CLS
Burnett County WIC Director

Brittany Jaskolka

7410 County Rd K #280, Siren, WI 54872

Tel: 715-349-7600 ext. 1230 Email: bjaskolka@burnettcounty.org

EXPERIENCE

Burnett County Department of Health and Human Services

2014-current

Public Health Unit- Siren, WI

PUBLIC HEALTH SPECIALIST

- Lead for environmental health program and investigations.
- Development of environmental health screening protocol.
- WIC office-scheduling and screening.
- Lead for Public Health Preparedness Program.
- Completion of preparedness capabilities checklists.
- Completion and submitting of applications for scholarships and fulfilling grant requirements.
- Organization and planning for meetings with partners.
- Health and safety education in schools and community.
- Communicable disease investigation and enforcement.
- Development and maintenance of social media site.

Capstone Project – Laveen, AZ

2014

- Effectively communicated with on and offsite stakeholders.
- Developed a supplemental handout to accompany the Kohl's Fit program, in association with the Phoenix Children's Hospital; focusing on minority groups.
- Developed evaluation and tracking tools.
- Focused on topics of sugar content and nutrition labels.
- Created detailed procedure for project.

Bike and Walk Safety Grant Project – Laveen, AZ

2014

- Communicated with onsite coordinator to include interests of outside stakeholders.
- Managed and delegated student tasks for material creation.
- Determined and supervised creation of materials needed for event.
- Prompted student participation in project.

ADDITIONAL EXPERIENCE

LAVEEN SCHOOL DISTRICT- LAVEEN, AZ

2013-2014

7/8 MIDDLE SCHOOL SCIENCE TEACHER

- Created and implemented detailed weekly plans.
- Actively participated in weekly team meetings.
- Daily management and procedure implementation.

- Provided additional assistance to multiple populations, including English Language Learners.
- Frequent professional communication with colleagues, students, parents, and community, including managing a portion of a website.
- Creation and administration of evaluations, data collection, data analysis and representation.
- Managed large diverse groups, daily presentations, education on a variety of topics, monitoring and evaluation of progress
- Presentations to various background and educational levels, involving a variety of technology.
- Creating procedures and activities for maintaining structure and educational environment.

Substitute teaching –Schools within & out of Burnett County

2010-2013

EDUCATION & PROFESSIONAL DEVELOPMENT

Capella University: Master of Public Health: Health Management and Policy (2014)

Related Coursework: Strategic Planning & Operations Management, Health Economics, Public Health Communication Strategies, Principles of Epidemiology, Management of Health Services Organizations, Psychological, Behavioral, & Social Issues in Public Health, Environmental Health Concepts in Public Health, & Principles of Biostatistics

Carroll University: Bachelor of Science Major: Human Biology Minors: Psychology and Communication, *Dean's List & Psi Chi Membership* (2010)

Project Teaching/St. Mary's University: Licenses 601, 605, and 610, & Masters of Education credits (2013)

Individual Courses: State testing administration, NFHS Coaching and First Aid, Basic CPR/First Aid, blood-borne pathogen training, & HIPPA compliance

Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services
Block Grant

Objective #: 1 of 2

Objective Value: \$4,000

Objective: Primary Details

Objective Statement (Template Objective)

Template Objective 4

Mental Health and Suicide: By August 31, 2016, Burnett County Dept of Health & Human Services - Public Health will implement at least 1 evidence based strategy to support mental health and prevent suicide.

Deliverable Due Date: 09/30/2016

Contract Deliverable (Evidence)

A report entered into an electronic data collection tool that briefly describes:

1. Evidenced-Based strategies implemented and outcomes measured.
2. Challenges or barriers to success.
3. Strategies to overcome barriers or challenges.
4. If Prevention funded activities were used to obtain additional funding, donations or in-kind contributions.

Programs Providing Funds for this Objective

Preventive Health and Health Services Block Grant: \$4,000

Agency Funds for this Objective:

Data Source for Measurement

Agency report to be entered into an electronic data collection tool to be provided by the WI Division of Public Health.

Baseline for Measurement

In 2012-13 Burnett Medical Center and Burnett County DHHS-Public Health collaborated to conduct a CHNA/CHIPP for Burnett County. The identified top health focus area was Mental Health. Since May of 2013 when the Healthy Burnett (HB) coalition was formed to address the top health priority areas, regular meetings have been held, and a strategic action plan with a mission/vision, goals, objectives, and strategies was created to address the top health priority area of Mental Health, to continue to develop and sustain the infrastructure of Healthy Burnett, and continue to support established coalitions that address this and other health focus areas.

The Mental Health strategic action plan has 4 objective areas to address the MH needs of Burnett: enhance communication, reduce stigma, implement suicide prevention activities, and provide training for paraprofessionals as well as training more trainers. HB has been able to receive some grant funding since 2013 which helped to support the LHD in supporting the HB and MH strategic plans. In 2014, 3 QPR (Question, Persuade, Refer) trainings were conducted in Burnett County. At least 5 different additional groups in the community have an interest in receiving the QPR training, but there are limited numbers of QPR trainers available to do these trainings. In late 2015 enough funding was made available to be able to coordinate a QPR Trainers Training, and this training is planned to take place in December 2015 and make it possible to conduct the 5 different groups requested trainings in 2016. QPR is an evidence based strategy incorporated in the HB/MH 2015-2016 strategic plans to continue to address the top health focus area: Mental Health.

Input Activities

CDC requires Preventive Health and Health Services Block Grant funds to be used on evidence-based strategies, best practices or promising practices. Describe the strategies/practices to be used and identify the associated web links as available. Potential links to strategies for this objective can be found on the 2014-2016 Preventive Health and Health Services Block Grant Program Boundary Statement.

QPR Trainings are an evidence based strategy known to support mental health and prevent suicide.

Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services
Block Grant

Objective #: 1 of 2

Objective Value: \$4,000

churches/pastors, and St. Croix Tribal Clinic staff, that have requested the training and they will meet to plan and coordinate the dates/times for the trainings to be done in 2016. Training supplies were obtained from a previous grant HB applied for to support these trainings. All trainings provide an evaluation to determine learned information and plan for use. Advertisement or marketing will be done to promote QPR training opportunities in the county through emails, local newspapers/newsletters, social media, and through HB coalition community partners. Through the Community Health Needs Assessment completed every 3 years via the Department of Health and Human Services-Public Health Unit in partnership with Burnett Medical Center, mental health services and suicide rates will be tracked as well as other health data to evaluate effectiveness of the trainings and other activities done to address MH and prevention of suicides.

Websites:

<http://whatworksforhealth.wisc.edu/>

<http://www.healthypeople.gov/2020/topicsobjectives2020/ibr.aspx?topicId=28>

<http://www.dhs.wisconsin.gov/hw2020/evidence.htm> <http://www.samhsa.gov/prevention/> <http://nrepp.samhsa.gov/>

www.dhs.wisconsin.gov/mentalhealth/index.htm

Healthy Burnett (MH) Objectives for 2016...

Communication:

Objective #1: By December 31, 2016 enhance communication among organizations and the community by executing a minimum of five communication strategies in Burnett County related to Mental Health.

Reduce Stigma:

Objective#2: By December 31, 2016, a minimum of four activities will be conducted in Burnett County to reduce stigma associated with mental health and seeking mental health services

Paraprofessional Trainings:

Objective #3: By December 31, 2016 a minimum of four community groups will receive Question, Persuade, and Refer (QPR) training in Burnett County.

Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services
Block Grant

Objective #: 1 of 2

Objective Value: \$4,000

ç Reduce Suicides-Prevention:

Objective #4: By December 31, 2016 at least one additional evidence based suicide prevention strategy or activity will be implemented.

Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services

Objective #: 1 of 2

Objective Value: \$4,000

Block Grant

Objective: Risk Profile

Percent of Objective Accomplished

0%	10%	20%	30%	40%	50%	60%	70%	80%	85%	90%	95%	100%
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Corresponding Percentage Recoupment

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Corresponding Potential Recoupment Amounts

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Definition of Percent Accomplished

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Conditions of Eligibility for an Incentive

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Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services
Block Grant

Objective #: 2 of 2

Objective Value: \$924

Objective: Primary Details

Objective Statement (Template Objective)

Template Objective 10

National Public Health Standards - Required: By August 31, 2016, Burnett County Dept of Health & Human Services will conduct one activity to meet or sustain National Public Health Performance Standards (i.e. pursue accreditation readiness) by creating a Strategic Plan.

Deliverable Due Date: 09/30/2016

Contract Deliverable (Evidence)

A report entered into an electronic data collection tool that briefly describes:

1. Evidenced-based strategies implemented and outcomes measured.
2. Challenges or barriers to success.
3. Strategies to overcome barriers or challenges.
4. If Prevention funded activities were used to obtain additional funding, donations or in-kind contributions.

Programs Providing Funds for this Objective

Preventive Health and Health Services Block Grant: \$924

Agency Funds for this Objective:

Data Source for Measurement

Agency report to be entered into an electronic data collection tool to be provided by the WI Division of Public Health.

Baseline for Measurement

A completed Strategic Plan is a continuing initiative based on our Burnett County Public Health Strategic Plan created in 2014 (in anticipation of working toward accreditation). This plan was created by previous supervision and staff. Current staff will review this plan and update based on current needs and views within the department.

A COOP plan was implemented in 2014-2015, National Public Health Standards objective stated "A strategic action plan within Department of Health & Human Services - Public Health Unit created to address staffing needs such as locating & maintaining a competent workforce." We are now fully staffed with a full-time BSN, part-time BSN, full-time Public Health Specialist, and full-time WIC Director/PH Dietician.

Input Activities

CDC requires Preventive Health and Health Services Block Grant funds to be used on evidence-based strategies, best practices or promising practices. Describe the strategies/practices to be used and identify the associated web links as available. Potential links to strategies for this objective can be found on the 2014-2016 Preventive Health and Health Services Block Grant Program Boundary Statement.

Agencies will conduct one of the following activities to prepare for voluntary accreditation:

- Develop an agency Strategic Plan.

Burnett County DHHS Public Health will include all staff in the planning process. This will occur at PH Staff Meetings throughout 2016, beginning in January. We will plan to consult with the Western Region Staff, including the PHN Consultant, to assist and/or facilitate discussion and planning. After a Strategic Plan is created/updated, it will be shared with the Health & Community Services Committee for review.

(see next page)

Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services

Objective #: 2 of 2

Objective Value: \$924

Block Grant

Burnett County DHHS Public Health will utilize the Institute for Wisconsin's Health, Inc. - NACCHO's Developing a Local Health Department Strategic Plan: How-To Guide & Toolbox (Including 'How-To' Worksheet and two examples from other counties).

<http://www.instituteforwihealth.org/accreditation-performance-and-quality.html>

<http://www.naccho.org/topics/infrastructure/accreditation/strategic-plan-how-to.cfm>

Contract Objective Details - Intermediate

Contract #: 27422

Agency: Burnett County Department of Health & Human Services

Contract Year: 2015

Program: Preventive Health and Health Services

Objective #: 2 of 2

Objective Value: \$924

Block Grant

Objective: Risk Profile

Percent of Objective Accomplished

0%	10%	20%	30%	40%	50%	60%	70%	80%	85%	90%	95%	100%
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Corresponding Percentage Recoupment

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Corresponding Potential Recoupment Amounts

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Definition of Percent Accomplished

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Conditions of Eligibility for an Incentive

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