

RESOLUTION # 73-2024

**Resolution to create a full time Peer Support Specialist Coordinator position**

Resolution approved for presentation to the Oneida County Board by the Supervisors of the Executive Committee

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, The Oneida County Public Health Department has identified Substance Use Disorder as a public health concern; and

**WHEREAS**, Public Health applied for and received a Comprehensive Opioid, Stimulant, and Substance (COSSUP) Grant from the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA). Grant funds may be used to develop, implement or expand any combination of allowable activities to meet the following objective: 1) Encourage and support the development of comprehensive responses to substance use that expand access to treatment and recovery support services across the criminal justice system; 2) Support law enforcement and first responder deflection, as well as, pretrial prosecutor and court diversion program for persons with substance use disorders; 3) Promote education and prevention activities; 4) Address the needs of children impacted by substance use; and

**WHEREAS**, Oneida County has established the Criminal Justice Coordinative Committee to promote public safety and provide opportunities for individuals within the criminal justice system to improve their quality of life through facilitated recovery and community integration to address the substance use disorder needs within the community; and

**WHEREAS**, Public Health has established the multi-disciplinary Community Response Team to enhance coordination of health and safety efforts to support substance use intervention, response, and recovery in Oneida County; and

**WHEREAS**, Evidence-based Peer Recovery Support Services, including Peer Support Specialists and Peer Recovery Coaches are an integral piece to a comprehensive substance use recovery program that helps enhance individual treatment and recovery outcomes. Oneida County utilizes the AmeriCorps Recover Corps Program for Peer Recover Coaches and Peer Support Specialist; and

**WHEREAS**, Public Health and Social Services Directors have determined that an additional full time, 2080-hour, Peer Support Specialist Coordinator position within the Department of Social Services/Human Service Department would assist in the management of the overall day-to-day operations and personnel of the Oneida County peer recover support program to assure achievement of program mission, vision, and objectives; and

**WHEREAS**, the Social Services Committee recommends the Peer Support Specialist Coordinator position to support the Departments efforts in expanding substance use services to families involved in Human Service and residents of Oneida County; and

49 WHEREAS, the Executive Committee is in agreement and recommends the creation of  
50 the full time, 2080-hour, Peer Support Specialist Coordinator position; and  
51

52 THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors that  
53 effective on September 01, 2024, a full time Peer Support Specialist Coordinator position shall  
54 be created at Grade Level H of the Non-Exempt Wage Schedule; and  
55

56 BE IT FURTHER RESOLVED, by the Oneida County Board of Supervisors that by  
57 adoption of this resolution it shall be deemed that all related costs, as set forth in the fiscal  
58 impact statement which is attached hereto and made a part hereof, dependent on funding  
59 availability, it is estimated to be funded by the COSSUP Grant through August 31, 2026 at  
60 which time the position will be reevaluated to determine need and available funding.  
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62  
63 Vote Required: Majority =  2/3 Majority = \_\_\_\_\_ 3/4 Majority = \_\_\_\_\_  
64

65 The County Board has the legal authority to adopt: Yes  No \_\_\_\_\_ as reviewed  
66 by the Corporation Counsel, 7.18.24, Date:  
67

68  
69 Approved for presentation to the County Board by the Executive Committee this 17th day of  
70 July, 2024.  
71

72  
73 Consent Agenda Item:  YES  NO  
74

75  
76 Offered and passage moved by:

77 *Robert W. Amos*  
Supervisor  
78 *Dan Davis*  
Supervisor  
79 *Scott Holcomb*  
Supervisor  
80 *Luigi J. J. J.*  
Supervisor  
81 *John J. J.*  
Supervisor  
82  
83  
84  
85  
86 *Rustin*  
Supervisor

87  
88 19 Ayes

89 0 Nays

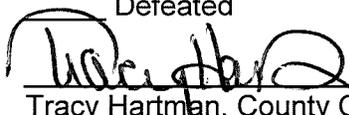
90 2 Absent

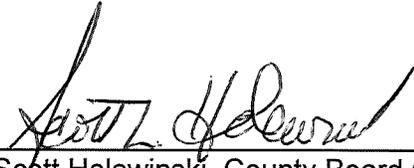
91 0 Abstain

92 X Adopted

93  
94  
95  
96 by the County Board of Supervisors this 18<sup>th</sup> day August, 2024.  
97  
98

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100  
101  
102  
103

Defeated  
  
Tracy Hartman, County Clerk

  
Scott Holewinski, County Board Chair

# Consent Agenda

Supervisors	AYE	NAY	ABS	ABSTAIN
Schultz	X			
Jensen	X			
Fried	X			
Condado	X			
Hanus	X			
Hess	X			
Lopez	X			
Tautges	X			
Schreier	X			
Almekinder	X			
Briggs	X			
Ives	X			
Timmons	X			
Cushing	X			
Showalter		X		
Newman	X			
Sorgel	X			
Oettinger	X			
Harris			X	
Fisher	X			
Holewinski	X			
<b>TOTALS</b>	<b>19</b>		<b>2</b>	
<b>TAGS</b>				

**Resolution # 66 – 2024:** Offered by the Supervisors of the Executive Committee to Return, Combine and/or Reallocate Oneida County Coronavirus Local Fiscal Recovery Fund (CLFRF) American Rescue Plan Act (ARPA).

**Resolution # 67 – 2024:** Offered by the Supervisors of the Land Records Committee to Convey Excess County Lands Part of NO-156-2 and Part of NO-177-1 to Debra A. Hansen.

**Resolution # 68 – 2024:** Offered by the Supervisors of the Land Records Committee to Convey Excess County Lands Part of LR-388-7 to Gerald L. Younker and Part of LR-388-7 to Gerald L. Younker and Anthony G. Younker.

**Resolution # 69 – 2024:** Offered by the Supervisors of the Land Records Committee to Convey Excess County Lands Part of PL-264-1 to Ferdinand W. Schneider and Marcia J. Schneider and Part of PL-264-1 to the Town of Pine Lake.

**Resolution # 70 – 2024/Rezoning Petition # 05 – 2024:** Offered by the Supervisors of the Planning and Development Committee to Rezone Land from District #14 Residential and Retail to District #7 Business B-2 on PINs MI-2135-5, MI-2135-9 and MI-2135-10 in the Town of Minocqua, Oneida County.

**Resolution # 71 – 2024/Ordinance Amendment # 01 – 2024:** Offered by the Supervisors of the Planning and Development Committee to amend Chapter 9 of the Oneida County Zoning and Shoreland Protection Ordinance, Article 5, Section 9.58 Tourist Rooming House and Article 8, Section 9.82 Enforcement and Penalties.

**Resolution # 72 – 2024:** Offered by the Supervisors of the Executive Committee to Provide Funding to Pay Fees for Certification of Programs Related to the Transition to the Oneida County Human Service Department and Following the December 31, 2024 Withdrawal of Forest, Oneida, and Vilas Counties from the Tri-County Human Services Board.

**Resolution # 73 – 2024:** Offered by the Supervisors of the Executive Committee to Create a Full-Time Peer Support Specialist Coordinator Position.

**Resolution # 74 – 2024:** Offered by the Supervisors of the Executive Committee to Create a Human Services Director Position.

Appointments to Committees, Commissions and other Organizations:  
 Appoint Tony Pharo as the representative to the Central Wisconsin Economic Development Fund, Inc.  
 Re-Appoint Mark Espeseth to the Veteran's Service Commission with a term to expire in January 2027.  
 Re-Appoint James Unger to the ADRC Committee for a 3-year term to expire July 31, 2027.

Cost of Peer Support Coordinator- September 3 - December 31, 2024							
	Salary	FICA	Retirement	Health Ins	Life Ins	Workers Comp	Total
Grade H Step 1	\$ 16,739.04	\$ 1,280.54	\$ 1,138.25	\$ 10,430.52	\$ 29.52	\$ 446.93	\$ 30,064.80

Cost of Peer Support Coordinator- Full Year 2025 Based on 2024 Wage Scale							
	Salary	FICA	Retirement	Health Ins	Life Ins	Workers Comp	Total
Grade H Step 1	\$ 50,606.40	\$ 3,871.39	\$ 3,441.24	\$ 31,291.56	\$ 29.52	\$ 1,351.19	\$ 90,591.30

Cost of Peer Support Coordinator- January 1- August 31, 2026 Based on 2024 Wage Scale							
	Salary	FICA	Retirement	Health Ins	Life Ins	Workers Comp	Total
Grade H Step 1	\$ 33,672.72	\$ 2,575.96	\$ 2,289.75	\$ 20,820.92	\$ 19.64	\$ 899.06	\$ 60,278.06
							<b>\$ 180,934.16</b>

\*Estimate based on Family Health Insurance plan

Funding Sources	
COSSUP Funding From Health Dept	95% \$ 171,887.45
Medicaid Billing for Eligible Clients	5% \$ 9,046.71 *
	<b>\$ 180,934.16</b>

\*This amount is an unknown at this time. Grant funds will be utilized if these funds are not available.



**Oneida County Board  
August 2024**

**The Peer Support Specialist Coordinator position would work with Recovery Coaches in Oneida County. Information about the Recovery Coach Program is provided below:**

**Recovery Coaches in Oneida County**

**Requirements for an individual to apply for a Recovery Coach position:**

1. Individual must be 17yrs of age by September 11, 2024
2. Individual must be in recovery for:
  - a. At least 12 months OR
  - b. Have lived experience (recovery or substance misuse related of 12 months or more)
3. Must be willing to be drug screened

They must also have a high school diploma, certificate of General Education Development (GED), or High School Equivalency Diploma (HSED). Host site may require the member to hold a valid driver's license and pass a DMV check.

**Member Recruitment & Retention**

Host sites are responsible for interviewing and selecting the AmeriCorps member(s). All enrollment considerations are non-partisan, non-political and non-discriminatory as established in Corporation for National and Community Service and Marshfield Clinic policies.

Once the host site selects their final candidate, the host site supervisor sends Marshfield Clinic the completed AmeriCorps application. Marshfield Clinic reviews the applicant's information and performs all AmeriCorps required criminal background checks and Division of Motor Vehicle (DMV) checks to determine eligibility to serve. Any major concerns regarding candidate's background or DMV check may be shared with the Host Site Supervisor to ensure placement is feasible but this is not required. If a host site wants background check results, they will need to conduct their own checks, as the program cannot share the physical results. Members are approved based on AmeriCorps and Marshfield Clinic standards.

Member retention is critical to the overall success of AmeriCorps. Host sites should ensure that member applicants are aware of the necessary time and financial

commitments involved in serving as an AmeriCorps member. Completion of the full term of service is a high priority for the member, host site and Marshfield Clinic. Should a member exit the program or be terminated by their site, there are NO refunds of the host site cash payment and any incomplete payments must be fulfilled.

### **Cost**

The cost for 2024-2025 will be \$8,500 per member.

### **Community Response Team (CRT)**

The multi-disciplinary, Oneida County Community Response Team (OC CRT) aims to enhance coordination of public health and public safety efforts in response to substance use through improved utilization of evidence-based approaches to prevention, intervention, referral to treatment and engagement in recovery services. Specifically utilizing Peer Recovery Support Programs and the unique contacts of Public Safety and First Responder to identify and refer overdose survivors and individuals at high risk for overdose to the care that they need.

This multi-disciplinary Oneida County Community Response Team includes members of law enforcement (Rhinelanders Police Department, Oneida County Sheriff's Office, Oneida County Jail, etc.), first responders (Rhinelanders Fire Department, Aspirus Emergency Department, etc.), Oneida County Health Department, Oneida County Department of Social Services, Treatment Providers (The Human Service Center, Aspirus Koller Behavioral Health, Family Health Center of Marshfield Clinic, etc.), and Recovery Support Organizations (Marshfield Clinic AmeriCorps-Recovery Corp, etc.) Oneida County Probation and Parole. Each partner plays a unique role in the community and brings access to their respective data and available resources to provide the best response tailored to those experiencing substance use concerns.

### **Current Status:**

We have two Recovery Coaches/Peer Support staff within Social Services approved for the 2024/2025 year. These staff serve parents working with our Children, Youth and Families staff in addition to being available for community referrals through the CRT. Referrals have also come from word of mouth from current or previous clients which community members reach out as a self-referral. Our current Recovery Coach also sends information to anyone on the jail booking report who has received a drug or alcohol related charge that has a confidential phone number for them to reach out to for services.

Current case load: 32

## **Oneida County Job Description**

**Job Title:** Peer Support Specialist Coordinator  
**Class Title:** Peer Support Specialist Coordinator  
**Department:** Social Services  
**Reports To:** Social Work Supervisor  
**FLSA Status:** Nonexempt  
**Prepared By:** Mary Rideout, Director  
**Prepared Date:** May 8, 2024  
**Approved By:** Lisa Charbarneau, Human Resources Director  
**Approved Date:**  
**Reviewed Date:**

### **SUMMARY**

The Peer Support Specialist Coordinator promotes and supports individual and population recovery outcomes through peer-to-peer one-on-one contact, coordination of services, and community advocacy in a variety of settings. The target population is people experiencing substance and mental health concerns and affected community members in Oneida County. The Peer Support Specialist Coordinator assists in the management of the overall day-to-day operations and personnel of the Oneida County peer recovery support program to assure achievement of program mission, vision, and objectives. Work is performed under the general direction of a Social Services Supervisor.

This position will work up to 75% as a Peer Support Specialist and at least 25% or more as a supervisor.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Work collaboratively with the Criminal Justice Coordinating Committee and Oneida County Substance Use Coalition to identify gaps in services and develop and implement programs aimed at diverting people with substance use concerns away from the criminal justice system.

Coordinate Peer Recovery Support Services to assure the successful achievement of the vision, mission, and program objectives.

Mentor and support Peer Recovery Coaches and Peer Support Specialist personnel to assure their success, position retention, and recruitment.

Manages and delegates client referrals in consultation with the Supervisor.

Develop, implement, and promote recovery-focused community education and training opportunities.

Provide a connection to the recovery community through participation on teams focused on advancing recovery capital in the community (i.e. increasing access to recovery support services; reducing substance use stigma, etc.)

Work closely with community agencies to establish working agreements for individuals in need to obtain services in a timely manner.

Provide Peer Support Specialist Services to adults and youth experiencing substance use and mental health concerns and impacted community members.

Raise awareness about treatment and recovery for substance use disorders in the community.

Recruit, mobilize, manage, and track volunteers to assist with recovery-focused activities and events.

Attend trainings or conferences to continue to learn about best practices and evidence based programming.

Supports data collection, evaluation, and recommends program quality improvement modifications.

Participate in the Oneida County Emergency Management Plan as needed and directed by the plan.

Any other duty as assigned.

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of office practices and procedures, terminology and equipment.

Knowledge of Agency rules, regulations, policies and procedures.

Ability to type 60wpm and operate a 10 key calculator efficiently.

Ability to use computer hardware, software and accessories.

Ability to compile, analyze, record and assemble data and information in meaningful and effective manner.

Ability to maintain confidentiality of Agency files and information.

Understand the agency's vision to be trauma informed in order to empower, educate and support staff to provide services in a caring, compassionate and safe environment.

### **EDUCATION and/or EXPERIENCE**

Two year Degree in Substance Abuse Counseling, Health and Wellness, Social Work, Health Education, or closely related field plus two years professional work experience within a social

service setting or equivalent combination of closely related education and experience that provides equivalent knowledge, skills, and abilities.

Individuals must be in recovery for at least 24 months or have lived experience (recovery or substance use related).

Certified Peer Specialist and Connecticut Community for Addiction Recovery's Recovery Coach Professional Certification or willingness to obtain certifications. Prior experience in peer recovery coaching or equivalent preferred.

Prior experience in supporting community-based initiatives and collaborating with diverse groups of partners towards a common goal preferred.

Prior management or supervision experience preferred.

**LANGUAGE SKILLS** Excellent oral and written communication skills.

**MATHEMATICAL SKILLS** Basic math skills

**REASONING ABILITY** Must be able to demonstrate exceptional decision making regarding complex moral and ethical situations. Ability to prioritize cases. Exceptional Time management skills.

**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.

Ability to perform most work from a sedentary position.

Valid Wisconsin driver's license.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

General office setting in the department facilities, as well as community sites including clients' homes, parks, restaurants and workplaces.

Work performed in the community is sometimes subject to conditions that range from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, chemicals and animals.

In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

Typical work hours are Monday-Friday, 8:00 AM to 4:30 PM, but work outside of these hours is possible depending on program needs. Some weekend hours will be needed.

# 2023 Recovery Corps: Our Story

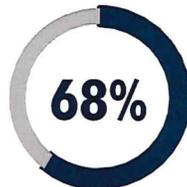


The Recovery Corps program is the first of its kind in Wisconsin that trains individuals to become recovery coaches while enrolled in a National Service program, AmeriCorps. Members undergo training in the Connecticut Community for Addiction Recovery (CCAR) Coach Academy. Recovery coaches support those affected by their own or someone else's substance use through one-on-one contact and community education. These members tackle the ever-growing issue of substance use at law enforcement agencies, county jails, public health departments, social service departments, health care organizations, nonprofits, local coalitions and other government agencies. Recovery Corps members help build healthier communities by reducing the impact of substance use.

## This program makes an impact:



**98.6%**  
maintained sobriety while  
in the program



**68%**  
clients referred to program  
from an agency



**64%**  
have made progress toward  
one of their wellness goals



**222**  
clients served



Trained **40 people** in the  
Connecticut Community for  
Addiction Recovery (CCAR) and  
**14 Peer Specialists**

## Over 2 in 4

of our recovery coaches  
return each year

*This rate indicates the amount of  
recovery coaches who returned to serve  
an additional year. Note that coaches  
can only serve up to 4 term years.*

"...my Recovery Coach has really helped me change my life around for the best. I am so grateful that I decided to finally do this."

- Former Participant

"Feels great to be able to point people in the right direction to get the help they needed with their recovery. Thank you AmeriCorps for allowing me to be part of a great team!"

- Recovery Coach

## Economic savings:

"The annual economic impact of substance misuse is estimated to be \$249 billion for alcohol misuse and \$193 billion for illicit drug use."\*



**Making a small investment  
today can have a BIG impact.  
Let's connect!**

## For more information:

Call: 715-221-8400

Email: [MCHSAmeriCorps@marshfieldclinic.org](mailto:MCHSAmeriCorps@marshfieldclinic.org)

Visit: [mchsameriCorps.org](http://mchsameriCorps.org)



Marshfield Clinic  
Health System



AmeriCorps

Reference: \*General, O. o. (2022, April 8). *Addiction and Substance Misuse Reports and Publications*. Retrieved from U.S. Department of Health and Human Services: <https://www.hhs.gov/surgeongeneral/reports-and-publications/addiction-and-substance-misuse/index.html>