

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: December 21, 2017

PLACE: Edgewater Haven Conf Room 110/Admin Building - Port Edwards

PRESENT: Donna Rozar, Adam Fischer, Dennis Polach, Jessica Vicente, Marion Hokamp, Brad Kremer, Tom Buttke, Lori Slattery-Smith, R.N.

EXCUSED: Eric Quivers, M.D.

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Cindy Robinson, Jo Timmerman, Beth Ferdon, Steve Budnik (Human Services Department); Sue Kunferman, Kathy Alft (Health Department); Rock Larson (Veteran Services); Doug Machon, Bill Clendenning (County Board Supervisors)

1) Call to Order

Meeting called to order at 5:00 p.m. by Chair Rozar.

2) Quorum

The Chair declared a quorum.

3) Public Comments

- There were no comments from the public.

4) Presentation by North Central Community Action Program (NCCAP) Executive Director Diane Sennholz regarding Homeless Initiatives

Chair Rozar described areas served by NCCAP and introduced Diane Sennholz. Diane described the mission of the NCCAP and shared a summary of services provided in Wood County. Furthermore, she described the different sources of funding for the programs provided. NCCAP provides more than just housing. It also provides case management to create opportunities and increase self-sufficiency for individuals and families.

5) Consent Agenda

Health Department and Edgewater Haven narratives pulled from the consent agenda. Motion (Buttke/Slattery-Smith) to approve the consent agenda. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

- **HEALTH:** Sue Kunferman provided additional explanation of how the WIC program is implementing different methods of nutrition education to address the increased caseload. One of these methods includes the reclassification of a Program Coordinator to a Nutritionist/Health Educator position. The reclassified employee meets the position requirements. The position is 100% grant funded, and there is no budgetary impact since the employee will go from a 0.8 to a 0.5 FTE.
- **EDGEWATER:** Cindy Robinson responded to questions regarding the issue with Facebook. Since social media is a significant part of marketing Edgewater Haven, the Committee asked that Cindy work with IT to gain access to Facebook in a timely manner. The Chair stated she would contact Amy Kaup to understand the issue more fully. It was stated that St. Joseph's Hospital, Marshfield was bought July 1st and is now Marshfield Medical Center.

Motion (Hokamp/Vicente) to approve the Health Department and Edgewater Haven narratives as presented. All Ayes. Motion carried.

7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center

Financial statements were reviewed with specific questions answered by appropriate department staff.

8) Discussion of educational reimbursement draft policy

The Committee addressed the question of whether or not Wood County should have an educational reimbursement policy. Chair Rozar clarified that the discussions are with tuition reimbursed educational programs, not budgeted, continuing education or certification requirements. Motion (Buttke/Fischer) to not support educational reimbursement for those departments for which this Committee provides oversight, and to further recommend to the Executive Committee that the County not have an educational reimbursement policy. All ayes. Motion carried.

9) Discussion of realignment of recruitment services

Sue Kunferman, Brandon Vruwink, and Rock Larson shared concerns with the memo from Human Resources (HR) that outlines the shifting of several recruitment services to county departments. Several Committee

members expressed frustration and concern with the lack of support with recruitment services by the HR Department. There was Committee consensus that the duties assigned to HR before the recruiter position, remain in HR after the elimination of this position. There were concerns regarding the lack of department head input with this drafted memo expressed. Motion (Kremer/Fischer) to direct Brandon Vruwink to schedule a department head meeting as soon as possible for the specific reason of discussing realignment of recruitment duties. All ayes. Motion carried.

10) Human Services presentation of Family Services Division Plan

Beth Ferdon shared overall goals of the Wood County Human Services Plan for Family Services Division and responded to Committee member questions.

11) Clarification of Human Services job description requirements

Brandon Vruwink spoke with Peter Kastenzholz regarding liability concerns expressed by Committee members during the October meeting. There is no liability when the individual employed meets eligibility requirements of the position. Brandon provided an explanation of eligibility requirements and timelines for obtaining necessary certifications after hire.

12) Edgewater Haven discussion of CIP

Chair Rozar provided a brief update regarding Edgewater Haven's capital improvement project.

13) Health Department proposal for in-house water lab

Sue Kunferman explained the purpose of an in-house water lab for bacteria testing, describing efficiencies and significant cost-savings. Supervisor Kremer asked if nitrate testing would be part of this proposal. Sue responded by stating nitrate testing is more involved and tedious, requiring more capital expenditures in equipment, but is a future possibility. She furthermore explained additional time is required to conduct a fiscal analysis, assuring that offering nitrate testing would not increase overall costs. Motion (Buttke/Slattery-Smith) to authorize the setup of an in-house water lab for bacteria testing. Seven ayes, one opposed (Kremer wants comprehensive in-house lab to include nitrate testing). Motion carried.

14) Health Department out-of-state travel request to attend Wisconsin Children's Healthy Weight Collaborative Improvement & Innovation Network (CollIN) Learning Session in Bethesda MD, January 8-11, 2018 with all expenses paid from grant funds

Conference details and learning objectives were included in the Committee packet. Motion (Buttke/Vicente) to authorize attendance to the CollIN Learning Session in Bethesda, MD with all expenses paid with grant funds. All ayes. Motion carried.

15) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

16) Items for Future Agenda

The Chair noted items for future agendas.

17) Next Meeting(s)

- January 25, 2017, 5:00 pm, Wood County Annex & Health Center Classroom – Marshfield

18) Committee may go into closed session pursuant to 19.85(1)(c) Wis. Stats. to discuss annual evaluation of Veterans Service Officer

Motion (Buttke/ ...) to convene into closed session pursuant to 19.85(1)(c) Wis. Stats. to discuss the annual evaluation of the Veterans Service Officer. Motion failed for lack of a second.

19) Return to open session

n/a

20) Adjourn

Chair Rozar declared the meeting adjourned at 7:17 p.m.

Minutes taken by Kathy Alft and reviewed by Marion Hokamp, Secretary.

Minutes subject to Committee approval

Marion Hokamp, Secretary
Health and Human Services Committee