

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** January 26, 2017

**PLACE:** Wood County Annex & Health Center Classroom – Marshfield

**PRESENT:** Donna Rozar, Adam Fischer, Marion Hokamp, Dennis Polach, Bill Clendenning, Tom Buttke, Jessica Vicente, Jeffrey Koszczuk, D.O., Lori Slattery-Smith R.N. (via phone)

**EXCUSED:** Jordon Bruce

**ALSO PRESENT** (for all or part of the meeting): Brandon Vruwink (Human Services); Sue Kunferman, Kathy Alft, Nancy Eggleston (Health Department); Rock Larson (Veteran Services); Reuben Van Tassel (Maintenance Manager); Lanny Parker (Director, Mary's Place Boarding House); Mike Feirer and Dave LaFontaine (County Board Supervisors); Carey Weister (citizen)

**1) Call to Order**

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

**2) Quorum**

The Chair declared a quorum present.

**3) Public Comments**

- Carey Weister asked for more information about the competency programming request and hopes a town hall meeting is scheduled to seek input from the public before any decision is made by this Committee.

**4) Presentation on redesigned proposal by Dan and Chris Helwig from Design Unlimited regarding a possible Human Services Building in Marshfield**

Chris Helwig described basic life cycle information and potential cost comparisons of different materials and systems. A detailed analysis of materials and systems can be provided for further discussion after a decision is made in terms of the project's direction. The Committee addressed the question of needing a Human Services building, as compared to leasing space for Cornerstone and placement of offices in the Wood County Annex & Health Center. Motion (Clendenning/Buttke) to send a recommendation of this concept for construction of a building on county-owned property to the February Executive Committee. Eight ayes, one opposed (Fischer opposed – expressed concern with taxpayer dollar). Motion carried.

**5) Consent Agenda**

Meeting minutes were pulled along with HUMAN SERVICES, EDGEWATER, and HEALTH narratives and vouchers. Motion (Fischer/Buttke) to approve the consent agenda. All ayes. Motion carried.

**6) Discussion and consideration of items removed from consent agenda**

- MINUTES: Supervisor Clendenning asked for correction of the minutes regarding the motion to go into closed session, stating he did not abstain for entering into closed session.
- EDGEWATER NARRATIVE: Supervisor Polach asked what action will be taken for unbudgeted equipment failure. Jordon will be asked to bring this back as an agenda item next month. Supervisor Clendenning questioned FTE reduction of staff restructuring. Chair Rozar and Brandon Vruwink provided an explanation with the change.
- HEALTH NARRATIVE: Lori Slattery-Smith and Supervisor Clendenning both asked what TNC refers to. Nancy described the work performed for the Transient Non-Community (TNC) program.
- HUMAN SERVICES NARRATIVE: Supervisor Fischer asked for clarification of how the Department is beginning to evaluate current placement process to determine if we are meeting the needs of the children and families served. Brandon described the practice of placing in least restrictive environment options first, and described challenges involved with decisions made. This will also be a future agenda item.
- EDGEWATER VOUCHERS: Supervisor Polach questioned contracted service costs for housekeeping and therapy services. Chair Rozar explained that to contract for these services was a decision made historically to reduce costs (contracting vs employee).
- HEALTH VOUCHERS: Supervisor Polach questioned the payment to Marshfield Clinic. Sue Kunferman and Kathy Alft explained this is an Americorp program and funded with Mental Health Coalition funds.
- HUMAN SERVICES VOUCHERS: Supervisor Clendenning questioned high expense for purchase of gas cards. Brandon Vruwink responded how this provides assistance to the multi-county FSET coalition. Brandon also responded to vendor question from Supervisor Fischer (What is the Allendale Association?) and Supervisor Polach (What is CW Solutions?).

**7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center Quarterly Reports – Veterans Service and Health Department**

Financial statements and quarterly reports were reviewed with specific questions answered by appropriate Department Heads.

**8) Healthy People Wood County Kick-Off Event, January 31, 2017 in Wisconsin Rapids WI**

Chair Rozar announced the Health Department's launch of Healthy People Wood County, Community Health Improvement Plan. The event will be held at Hotel Mead in Wisconsin Rapids on January 31<sup>st</sup> 9am-1pm. Committee members are encouraged to attend. Motion (Buttke/Vicente) to authorize attendance of Committee members. All ayes. Motion carried.

- 9) Review of Edgewater Haven Administrator's job description and discussion of process to fill vacancy**  
The job description for this position was reviewed by Jordan Bruce and Human Resources. No significant changes were made. Options for recruitment were discussed. There was agreement to begin the recruitment process immediately upon notice of vacancy.
- 10) Resolution for the dissolution of Community Care Connections of Wisconsin (formerly Community Care of Central Wisconsin)**  
Chair Rozar explained the intent of the resolution to authorize the dissolution of the Community Care Connections of Wisconsin, a Long-Term Care District, as the assets and responsibilities of this Managed Care Organization were transferred to a non-profit corporation. Motion (Clendenning/Fischer) to support the resolution as presented and forward to the County Board for approval. All ayes. Motion carried.
- 11) Human Services Psychiatric recruitment and compensation**  
Brandon Vruwink provided a brief update with the recruitment process and sought input from Committee members for an appropriate compensation package.
- [Lori Slattery-Smith excused]
- 12) Health Department Strategic Plan presentation**  
Sue Kunferman provided an update with the strategic planning goals and strategies. Supervisor Clendenning commended the Health Department for their Strategic Plan, stating more departments should have these plans.
- 13) Health Department revised retail food license fees**  
Nancy Eggleston described changes with retail food license fees and shared licensing data from neighboring counties or those of comparable size. Motion (Buttke/Fischer) to increase the retail food license fees. All ayes. Motion carried.
- 14) Health Department out-of-state travel request to attend the NWA 2017 Annual Education and Training Conference in Philadelphia PA, March 31-April 2, 2017 with all expenses paid with grant funds**  
Sue Kunferman shared conference details and learning objectives and noted this attendance is mandatory training as part of the grant funding award. Motion (Fischer/ Koszczuk) to authorize attendance to the NWA 2017 Annual Education and Training Conference in Philadelphia PA with all expenses paid with grant funds. All ayes. Motion carried.
- 15) Update regarding relocation of departments to the River Block Building and in the Courthouse**  
Construction work at the River Block building is on schedule and under budget. Relocation construction at the Courthouse is going well and is on schedule.
- 16) Legislative Issue Updates**  
Department heads provided updates regarding issues pertaining to their departments.
- 17) Items for Future Agenda**  
The Chair noted items for future agendas.
- 18) Next Meeting(s)**
- February 23, 2017, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards
- 19) Closed Session**  
Motion (Fischer/ Koszczuk) to go into closed session pursuant to 19.85(1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; for the purpose of conducting a Department Head evaluation. Rozar: Aye, Fischer: Aye, Clendenning: Aye, Polach: Aye, Hokamp: Aye, Buttke: Aye, Koszczuk: Aye, Vicente: Aye. Motion carried. The Committee went into closed session at 8:12 p.m.
- 20) Open Session**  
Motion (Koszczuk/Hokamp) to return to open session at 8:49p.m. All ayes. Motion carried.
- 21) Adjourn**  
The Chair declared the meeting adjourned at 8:50 p.m.

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

Minutes subject to Committee approval

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Marion Hokamp, Secretary  
Health and Human Services Committee