

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: January 30, 2014

PLACE: Norwood Health Center, Classroom - Marshfield

PRESENT: Donna Rozar, Peter Hendler, Mike Feirer, Marion Hokamp (via telephone), Tom Buttke

EXCUSED: Jeffrey Koszczuk, D.O., Doug Machon, Bonnie Jaecks, Lori Slattery-Smith, R.N.

ALSO PRESENT: Kathy Roetter, Larry Shear, Rhonda Kozik, Jo Timmerman (Human Services); Sue Kunferman, Nancy Eggleston, Kathy Alft (Health Department); Amy Slattery (Edgewater Haven); Rock Larson (Veterans Service)

1) Call to Order

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

2) Quorum

A quorum was declared.

3) Public Comments

Doug Machon asked that the following concern be shared by the chair with committee members in his absence. He believes strongly that when significant changes are being considered in a department, those changes should be brought to the oversight committee for public input prior to it coming to the committee for approval. He referenced the Health Department lease extension as an example. This concern elicited varying responses from committee members. A future agenda item for discussion will be added to the next agenda.

4) Correspondence

- December Risk Management report (report on file)
- Letter from Norwood Admission unit employees thanking Committee members for the investment in the admissions unit remodel (letter on file)
- PHAB (Public Health Accreditation Board) 2014 calendar includes two pictures from Wood County Health Department
- 2014 meeting dates and locations
- PATHWAYS update
- Norwood Climate Survey Plan

5) Consent Agenda

Motion (Hendler/Feirer) to approve the consent agenda as presented. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

n/a

7) Discussion of department head monthly letter of comments

Agenda item tabled until February.

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

Financial statements and quarterly reports were reviewed with specific questions answered by appropriate department heads.

9) Update on Edgewater Haven renovation project

Amy Slattery provided an update regarding the construction project. The weather has delayed many of the construction phases.

10) Edgewater Haven procedure for delinquent account collections

Amy Slattery explained how delinquent accounts are processed; noting Edgewater Haven will continue to attempt collections even if the amount is written off. Motion (Buttke/Hendler) to allow the write-off request of \$67,891.26. All ayes. Motion carried.

11) Human Services educational presentation on “Cost-based Reimbursement”

Kathy Roetter, Jo Timmerman, and Rhonda Kozik explained what goes into cost-based reimbursement, described the required Nursing Home Appraisal process and how that process is used for rate calculations and varying types of cost elements. A request was made to verify that an accurate appraisal was done by the state mandated appraiser because of the process' long-term implications on cost-based reimbursement.

12) Human Services Child Care Proposal

Kathy Roetter shared on the significance of a reimbursed child care proposal within the Northwoods Maintenance Consortium. The proposal is intended to provide assistance to Forest County recipients with eligibility determination and to help find resources available to those recipients. Motion (Hendler/Feirer) to add five hours per week to an existing Wood County position to function as a resource to Forest County with those hours being reimbursed by Forest County. All ayes. Motion carried.

13) Discuss and recommend an extension of the lease for the Human Services Department at Marshfield City Hall

Kathy Roetter expressed concerns with space needs in Marshfield after the City Hall lease expires. She noted Human Services could consolidate all employees on 4th floor. Chair Rozar noted concerns of a potential conflict of interest for the discussion and decision, given three of the five Health & Human Services Committee members present are also City of Marshfield Council Alderman. The request from Kathy is only for permission to seek a lease extension. There was committee consensus to give Kathy Roetter permission to have Corporate Counsel begin negotiations for a lease extension. The chair will follow-up with Corporation Counsel regarding her concerns about a potential conflict of interest as noted above.

14) Health Department out-of-state travel request for 24th Annual Washington Leadership Conference in Washington DC with all expenses paid by grant funds

Sue Kunferman shared conference details and learning objectives. Motion (Buttke/Rozar) to authorize attendance to the 24th Annual Washington Leadership Conference in Washington DC with all expenses paid with grant funds. All ayes. Motion carried.

15) Health Department Community Partnership for Indoor Air Sampling – Frac Sand Mining in WI

Nancy Eggleston provided the background of a study being done to determine public health consequences of individuals living near a frac sand mine or frac sand processing facility and the potential for exposure to crystalline silica and other human health hazards. Nancy is requesting permission to submit a request to participate in the research project. Motion (Buttke/Feirer) to submit Wood County as a site for consideration by the University of Iowa Research Team. All ayes. Motion carried.

16) Health Department presentation of Workforce Competency Development Plan

Sue Kunferman shared driving forces behind creating the Workforce Competency Development Plan; and how those competencies can be assessed and tracked. Sue also described a workforce assessment created by WiCPHET (Wisconsin Center for Public Health Education and Training) which will be utilized statewide. Lastly, Sue noted how all professional job descriptions within the Health Department have been revised to include core competencies.

17) WI Public Health Association (WPHA) Conference May 13-15, 2014 in Milwaukee

Motion (Hendler/Feirer) to approve attendance by Committee members to the WPHA Conference. All ayes. Motion carried. Anyone interested in attending should let Kathy Alft know as soon as possible.

18) Resolution to amend Human Services 2013 budget

Kathy Roetter explained reasons for variance of budgeted expenditures. Motion (Hendler/Feirer) to support the resolution as presented and forward to the Executive Committee and County Board for approval. All ayes. Motion carried.

19) Resolution to amend Edgewater Haven 2013 budget

Amy Slattery explained reasons for variance of budgeted expenditures. Motion (Buttke/Feirer) to support the resolution as presented and forward to the Executive Committee and County Board for approval. All ayes. Motion carried.

20) Legislative Issue Updates

Department heads provided legislative updates regarding issues pertaining to their departments.

21) Items for Future Agenda

Chair Rozar noted items for future agendas.

22) Date/Time of Next Meeting

February 24, 2014, 5pm, Human Services, 12th Street – Wisconsin Rapids

23) Closed Session

Motion (Buttke/Feirer) to convene into closed session pursuant to 19.85(1)(c) Wis. Stats. to discuss annual evaluations of Health Department Director, Edgewater Haven Administrator, Human Services Director, and Veterans Service Officer. Rozar: Aye, Feirer: Aye, Hendler: Aye, Hokamp: Aye; Buttke: Aye. Motion carried. The Committee went into closed session at 7:17 p.m.

24) Return to Open Session

Motion (Hendler/Feirer) to return to open session at 8:05 p.m. All ayes. Motion carried.

25) Adjourn

Motion (Hokamp/Buttke) to adjourn. All ayes Meeting adjourned at 8:06 p.m.

Minutes taken by Kathy Alft and reviewed by Mike Feirer, Secretary.

Minutes subject to committee approval.

Mike Feirer, Secretary
Health and Human Services Committee