

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: March 26, 2012

PLACE: Human Services 12th Street, Oak Room – Wisconsin Rapids

PRESENT: Donna Rozar, Peter Hendler, Marion Hokamp, Tom Buttke, Mike Feirer, Allen Breu, Bonnie Jaecks, and Jeffrey Koszczuk D.O.

ABSENT/EXCUSED: Lori Slattery-Smith R.N., Sue Kunferman

ALSO PRESENT: Kathy Roetter, Diane Cable, Brandon Vruwink (Human Services), Kathy Alft (Health Department), Amy Slattery (Edgewater Haven), Rock Larson (Veterans Services)

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

No members of the public were present to make comments.

4) Correspondence

n/a

5) Consent Agenda

Motion (Koszczuk/Breu) to approve the consent agenda as presented. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

No reports were pulled.

7) Financial Statements

Financial statements were reviewed and specific questions answered by the appropriate department heads. Kathy Roetter described a situation with a deleted budget function for Stepping Stones; bringing it to the attention of committee members for informational purposes only. The Health Department end-of-year report was presented noting more than \$200,000 will be returned to the county from unexpended levy.

8) Vouchers

Vouchers were reviewed by department and specific questions answered. Motion (Hendler/Hokamp) to approve the vouchers as presented. All ayes. Motion carried.

9) Implementing Edgewater Haven Efficiencies

Amy Slattery updated committee members on budgets noting there is a year-to-date surplus of \$634.

10) Presentation on W-2 and planning for Request for Proposal

Brandon Vruwink facilitated a presentation on W-2; sharing caseload trends and a map depicting agencies that operate W-2 programs. Brandon described the request for proposal process and criteria for consortium expansion to include additional counties. Brandon responded to committee member questions regarding reason for expansion and the logistics of those counties being considered. Motion (Buttke/Breu) to give the Human Services Department permission to respond to the Department of Children and Families request for proposal regarding the W-2 Consortium. All ayes. Motion carried.

11) Funding level of risk reserve fund and unexpended 2011 funds for Human Services Department

Kathy Roetter provided an explanation of funding levels, noting that \$2.1 million will be returned to the county in unexpended levy as promised. Kathy anticipates finalizing 2011 budgets this week and requests additional unexpended funding be added to the current \$950,000 reserve fund balance to get to 50% of cost levels in high risk function areas. Kathy responded to committee member questions regarding maintenance and expenditure of funds and will share the policy at next month's meeting. Motion (Hendler/Feirer) to fund risk reserve at 50% of the total of identified at-risk functions in the Human Services budget. Unexpended levy, less committed turn-back, will be allocated to the risk reserve fund. This motion will be forwarded to the executive committee for their consideration. All ayes. Motion carried.

12) Norwood Health Center funding of capital improvement plan for 2012

Kathy Roetter described how miscommunication between Human Services and Finance resulted in capital outlay not being placed in the 2012 budget as intended to be included in the five-year capital improvement plan. Motion (Feirer/Hokamp) to request of the Executive Committee that we expend a portion of the unexpended 2011 funds on two capital improvements for 2012 (roof repair \$8,000 and bathtub replacement \$18,500). All ayes. Motion carried.

13) Authorizing out-of-state travel for committee members to attend NALBOH annual conference in Atlanta GA, August 8-11, 2012

Chair Rozar described how this national conference is specific to local board of health members and that our committee is a member of NALBOH. All expenses for those wishing to attend this conference will be paid from grant funds. Motion (Hendler/Breu) to authorize out-of-state travel as stated above. All ayes. Motion carried. If interested, please let Sue Kunferman know before June 1st.

14) Increase in capitalization requirement

At the March Executive meeting, the committee voted to increase the reporting level of fixed assets to \$2,500 from the \$500 currently in place. Motion (Buttke/Jaecks) to increase the HHSC requirement for approval to purchase non-budgeted equipment to \$2,500 from the \$500 currently in place. All ayes. Motion carried.

15) Legislative Issue Updates

Department heads provided legislative issue updates as the issues pertaining to their departments.

16) Items for Future Agenda

Rozar noted items for future agendas.

17) Date/Time of Next Meeting(s)

April 23, 2012 at 5:00 p.m., Norwood Health Center, Classroom - Marshfield

18) Adjourn

Motion (Koszczuk/Feirer) to adjourn at 6:42 p.m. All ayes. Motion carried.

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

Minutes subject to committee approval.

Mike Feirer, Secretary
Health and Human Services Committee