Buffalo County Minutes

Committee/Board: Health and Human Services and Veterans Service Committee

Date of Meeting: Tuesday, November 1, 2016

Electronic and Hard Copy Filing Date: Friday, November 18, 2016

Location: Department of Health and Human Services
Buffalo County Courthouse – 3rd Floor
3rd Floor Conference Room
407 S 2nd Street, Alma, Wisconsin

Meeting was called to order by Mr. John Kriesel at 6:00 PM.

1. ROLL CALL/BOARD MEMBERS PRESENT:

Roll call was taken. Members present were Ms. Joette Gillett, Mr. John Kriesel, Ms. Wendy Kleinschmidt, Ms. Mary Anne McMillan-Urell, and Ms. Lou Anne Roby. Mr. Elden Schlesser and Ms. Linda Smith were excused absences.

OTHERS PRESENT FOR ALL OR PART OF THE MEETING:

Mr. David Rynders and Mr. James Goss

2. Approval of Committee Meeting Minutes

A motion was made by Ms. Gillett to approve the minutes and Ms. Kleinschmidt seconded the motion. Minutes approved.

3. PUBLIC COMMENT REGARDING POSTED AGENDA ITEMS:

No public comments.

4. REVIEW/DISCUSSION/ACTION – VETERANS SERVICES MONTHLY VOUCHER

Mr. Goss distributed the monthly voucher. After review and discussion, Ms. McMillan-Urell made a motion to approve the voucher and Ms. Roby seconded the motion. Motion carried.

5. REVIEW/DISCUSSION/ACTION – VETERANS SERVICE OFFICE UPDATES

Mr. Goss reported working with four new Veterans, (2) twenty year retired and (2) new Veterans in the area. An update was given on the success of the County Government Youth day that was organized by Ms. Le Anne Loesel which was held on Tuesday, October 18th, 2016. Mr. Goss has been working with Veterans on claims and healthcare and will begin pensions in December/January 2017.

6. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH REPORT

Mr. Rynders presented Ms. Loeffler's report in her absence. A Health Fair will be held on Thursday, November 3rd, 2016 with exhibitors from Winona State University Nursing Students, Buffalo County Health Department and Western Buffalo and Scenic Valley EMS. Preliminary budget information for the 2017 WIC program was discussed.

7. REVIEW/DISCUSSION/ACTION – FLOOD RESPONSE UPDATE

Mr. Rynders reported on the $700,000 request for funds that was submitted to help 18 households from the August 11 and 18, 2016 flood. Ms. Sonja Hansen submitted a request for proposal to administer the grant if it is approved. Ms. Roby inquired on what the grant would cover. Mr. Rynders gave some examples of what is covered: wells, foundations, siding, furnaces, AC, hot water heaters etc.

8. REVIEW/DISCUSSION/ACTION – ECONOMIC SUPPORT SPECIALIST LEAD JOB DESCRIPTION REVISIONS

Mr. Rynders presented changes to the existing lead job description to align with WREA's job description. The goal is to create a "Problem Resolution Specialist" who has experience in trouble shooting problems and the ability to train new workers. Mr. Rynders made a proposal to create this position and present it to the Human Resources committee to establish a pay grade for the position. A motion was made by Ms. McMillan-Urell and seconded by Ms. Kleinschmidt to approve the revisions to the lead job description and forward onto HR to establish a pay grade. Motion carried.

9. REVIEW/DISCUSSION/ACTION – SOCIAL WORKER-MH & SUPPORT STAFF SPECIALIST ACCESS WORKER VACANCY

Mr. Rynders gave an update on the staff changes within the Social Services department. Ms. Jennifer Nelson has been assigned into the role of ADRC-APS I & A Specialist that was approved at the October meeting. It is Mr. Rynders plan to move Ms. Linsey Kaufman into the vacant Child Protection Children and Family Social Worker position vacated by Ms. Amy Reggin. Ms. Kaufman is working on completing her degree within a year and a request will be made to HR for a one year temporary status extension. These changes have created vacancies for a Mental Health Social Worker and a Support Staff Specialist Access Worker which Mr. Rynders has requested approval to fill the two positions. Ms. McMillan-Urell made a motion and Ms. Roby seconded the motion to fill the two vacated positions resulting from the transfers. Motion carried.

10. REVIEW/DISCUSSION/ACTION – ADRC REMODELING PLAN

Mr. Rynders reported on a breakthrough regarding the mandated requirements coming from the State Office of Resource Center Development. ORCD will no longer have the authority to place such physical requirements. Mr. Rynders highlighted the changes that will be made that were identified in the ADA (American Disability Act) assessment that was done.

11. REVIEW/DISCUSSION/ACTION – FISCAL AND CASE DOCUMENTATION SINGLE SYSTEM PROJECT UPDATE

An update was given by Mr. Rynders on the outcome of the meeting held on October 19, 2016 with State Administration officials and area Counties interested in creating a single financial and case documentation system. The State requested we (1) define the scope of what we want the system to do, and (2) compile a list of the functional qualities it needs to have. This report was created by a group of area counties and submitted to the State by Mr. Doug Kane.

The State Administration is scheduled to meet and discuss the single system idea and then a follow up phone conference will be held.

12. REVIEW/DISCUSSION/ACTION – CORE SERVICES COMMITTEE MEMBERS

The Core Services Advisory Committee which supports efforts to provide mental health and AODA services is looking for consumer participation and/or family members to fill vacancies. The committee was consolidated into one to serve Buffalo, Chippewa, and Pepin County which meets every two months in Mondovi from 9:30 to 11:30 AM. Mr. Rynders explained as previously stated that a County Board member was no longer needed to serve on the committee. The vacancies have been brought to the attention of the board to help get the word out to others to possibly get the openings filled.

13. REVIEW/DISCUSSION/ACTION – COMMUNITY LINK, INC.
Mr. Rynders presented a letter from Tim Garrity, Executive Director of WWC regarding the transition of Western Wisconsin Cares to Community Link, Inc. effective January 1, 2017.

14. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS
The vouchers were reviewed and a motion was made by Ms. McMillan-Urell and seconded by Ms. Roby to accept the vouchers. Motion approved.
Mr. Rynders will include the budget report in his Director's report.

15. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS
Mr. Rynders presented the Aging report in Mr. LaValla's absence. There was a smooth transition from The Cove to the River Ratz Saloon as the new meal site location in Buffalo City. The meal site contract rate requests for the 2017 calendar year have been received from the three food providers, River Ratz, KD Panther Café, and American Lutheran Home. The Child Support and Social Services reports were reviewed and Mr. Rynders addressed questions regarding the reports.

16. REVIEW/DISCUSSION/ACTION –DHHS DIRECTOR REPORT
The DHHS fiscal report was presented by Mr. Rynders with an explanation on why the budget numbers aren't current. Due to turnover of Chippewa County fiscal staff affecting mental health and consortium work, processing billing and the posting of expenses is delayed. A plan and goal have been put in place to accelerate the process to be current by December, 2017.
Mr. Rynders reported on the resignation of the Child Support Officer in Pepin County. Buffalo County CS staff will provide coverage through the remainder of 2016. We are exploring the concept of creating a bi-county program with Pepin County.

17. REVIEW/DISCUSSION/ACTION – CHAIRPERSON'S REPORT
No report at this time.

19. REVIEW/DISCUSSION/ACTION – NEXT MEETING DATE AND AGENDA ITEMS
The next meeting is scheduled for Wednesday, December 7, 2016 at 6:00 PM. **(Note the date change)**

20. PUBLIC COMMENTS REGARDING UNRELATED AGENDA ITEMS
None

23. ADJOURNMENT
A motion was made to adjourn the meeting by Ms. Kleinschmidt and seconded by Ms. McMillan-Urell at 7:50 PM.

Respectfully submitted,

Mary Hildebrand

Mary Hildebrand
Recording Secretary