

Buffalo County Minutes

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

Date of Meeting: Tuesday, January 2, 2018

Electronic and Hard Copy Filing Date:

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 6:06 PM.

1. ROLL CALL/BOARD MEMBERS PRESENT

Roll call was taken. Members present were John Kriesel, Lou Anne Roby, and Linda Smith. Excused absences were: Joette Gillett, Wendy Kleinschmidt, Mary Anne McMillan-Urell, and Elden Schlessler

OTHERS PRESENT FOR ALL OR PART OF THE MEETING

Dave Rynders, James Goss, April Loeffler, Mary Hildebrand

2. APPROVAL OF COMMITTEE MEETING MINUTES

Due to lack of quorum, the December 5, 2017 minutes were not approved.

3. PUBLIC COMMENT REGARDING POSTED AGENDA ITEMS

None

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

Mr. Goss presented the Veterans services monthly vouchers with no significant changes to report; flags and markers will be replaced which is done annually. No action was taken due to lack of quorum.

5. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH REPORT

Ms. Loeffler reported on the rise in influenza cases. The Public Health nursing staff will begin training for the new Nightingale Notes software. The goal is to implement the new electronic record system in March 2018. The PH department received a 2-part EDA Standards grant which will be used to create a written plan on how staff is being trained and how to track new staff training. The TB screening grant will be used to educate and provide resources to farm owners on the risk of tuberculosis and how it impacts workers as well as animals; it will also help reach farms not already in the program. Ms. Smith expressed interest in participating in the training of the new Nightingale Notes software.

6. REVIEW/DISCUSSION/ACTION – CHILDREN'S LONG TERM SERVICES WAIVER EXPANSION PLAN

Mr. Rynders reported on the grant that was awarded for the CLTS waiver expansion plan. The State budget passed the elimination of the waiver wait list for Children's Long Term services. Mr. Rynders explained we have not had a waiting list in the past but with the amount of referrals coming in we will surpass the waiver list. An idea being explored is to have existing staff within the Public Health department handle the case overload.

7. REVIEW/DISCUSSION/ACTION – 2018 WIC UPDATE

The 2018 WIC contract was presented by Mr. Rynders. The contract will be signed with a 2018 commitment and the decision to continue to work with Pepin County in 2019 will be decided in August of this year. The multi-county State revenue increased substantially and there is promise of additional revenue earmarked for interpretative services, travel time, etc. in June, 2018.

8. REVIEW/DISCUSSION/ACTION – ACCOUNT CLERK LEAD POSITION PROPOSED REVISIONS

Mr. Rynders presented revisions to Mr. Shawn Squires' position as Lead Account Clerk; this has been a temporary management assignment since March 2017 due to Ms. Brenda Berning accepting a position with CJS. After Administration reviewed the revisions, it was decided a resolution will be drafted and presented at the February meeting proposing to make this a management position and changing the title to Account Clerk Supervisor. Ms. Hansen will extend Mr. Squires temporary assignment compensation until action is taken.

9. REVIEW/DISCUSSION/ACTION – RECLASSIFICATION REQUESTS FOR ACCOUNT CLERK LEAD, CHILD SUPPORT SPECIALIST AND SUPPORT STAFF SPECIALIST POSITIONS

Mr. Rynders presented three positions requesting reclassification: Shawn Squires, Account Clerk Lead, Karen Weiss, Child Support Specialist and Mary Hildebrand, Support Staff Specialist. The appeal process looks at how much the job duties have changed and the reason the position should be reclassified on the salary placement scale. After discussion, Mr. Rynders explained the three reclassifications will be presented to the Human Resources committee on Monday, January 8 for approval and then onto Finance Committee for action on the part-time front desk coverage for Ms. Wilde. No action needed from the Home Committee.

10. REVIEW/DISCUSSION/ACTION – IMPLEMENTATION OF 2018 BUFFALO-PEPIN CHILD SUPPORT PLAN

The implementation of the 2018 Child Support plan includes Karen Weiss moving into a case worker position and transitioning Mary Hildebrand into 60% child support work.

11. REVIEW/DISCUSSION/ACTION – STATUS OF REQUESTED CHILDREN AND FAMILY CASE WORKER POSITION

Mr. Rynders reported the County Board has approved the temporary Children and Family Case Worker position which was filled by Maggie Halbersleben who had worked for Buffalo County Social Services as an intern this past fall. Ms. Renchin and Ms. Schalinske are sharing an office to make room for the new case worker position.

12. REVIEW/DISCUSSION/ACTION – DHHS FINANCIAL UPDATE

The financial update was presented by Mr. Rynders noting the Purchased/Contracted Services expenses (children's placement and mental health) are at 96% through November; the expenses are projected to be at 120% by year-end. The Agent of the State report was reviewed showing a surplus through November.

13. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS

The monthly vouchers were reviewed with discussion on some line items. No action taken due to lack of quorum.

14. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS

The Aging report was reviewed with discussion on the total meals served verses the total donations received. The Child Support monthly reports were reviewed with discussion on the annual State incentives and benchmarks. No Social Services report available.

15. REVIEW/DISCUSSION/ACTION – DHHS DIRECTOR REPORT

Mr. Rynders reported the 2010 bus in our fleet had an idler/pulley go out and was towed to Winona Diesel for repair. The 2015 bus will be available for week day meal delivery and weekend shopping trips. One of the 2015 Ford Focus cars was backed into which is used by Marlene Ashbeck for contracted family services. An estimate for the damage of \$1400 will be covered by the insurance of the driver that backed into it. The repair will be done at Bob's Auto Body & Frame Work in Cochrane, WI.

Mr. Rynders reported the State approved the merger of the B-3 (Birth to 3) program as one entity between Buffalo and Pepin County.

16. REVIEW/DISCUSSION/ACTION – CHAIRPERSON'S REPORT

Mr. Kriesel reported being on the Inlusa Board for the 62 counties Long Term Support for the elderly and handicapped. The Board addressed the State regarding an issue with Rock County running a \$7 million deficit. A request was made by the Inlusa Board for the State to true-up the actuals or they'll back out of Rock County. The State reconciled the deficit. Mr. Kriesel inquired if there is any action by the State Legislature to provide funding for children and family workers. Mr. Rynders reported the State recommended a study on what a reasonable caseload would be for a Child Welfare worker.

17. REVIEW/DISCUSSION/ACTION – NEXT MEETING DATE AND AGENDA ITEMS

The next meeting is scheduled for Tuesday, February 6, 2018 at 6:00 PM.

18. PUBLIC COMMENTS REGARDING UNRELATED AGENDA ITEMS

None

19. ADJOURNMENT

The meeting was adjourned at 7:15 PM

Respectfully submitted,



Mary Hildebrand
Recording Secretary