

Buffalo County Minutes

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

Date of Meeting: Tuesday, March 7, 2017

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 6:00 PM.

1. ROLL CALL/BOARD MEMBERS PRESENT:

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

OTHERS PRESENT FOR ALL OR PART OF THE MEETING:

Mr. David Rynders, Mr. James Goss, Ms. April Loeffler, and Ms. Karen Weiss

2. APPROVAL OF COMMITTEE MEETING MINUTES

A motion was made by Ms. McMillan-Urell and seconded by Ms. Kleinschmidt to accept the minutes of the February 7th meeting. Motion carried.

3. PUBLIC COMMENT REGARDING POSTED AGENDA ITEMS:

No public comments.

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

The monthly vouchers were presented by Mr. Goss.

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

Mr. Goss reported seeing eight new people in two days regarding healthcare, claims, and transportation. The change of offices is working out good. Veterans Services is happy with the new Secretary of Veterans Affairs.

6. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH REPORT

The case reports were reviewed and discussed. Ms. Loeffler reported the Water Testing Program started on March 1, 2017. The half price testing kits are available at DHHS, Gilmanon G Mart and the Buffalo City Municipal Hall. Buffalo County DHHS volunteer staff participated in mosquito surveillance last summer along with 19 other counties in southern and western Wisconsin to survey for eggs of potential vectors of the Zika virus. Ms. Loeffler presented the summary of the ovitrap survey for mosquitoes and Aedes albopictus from the report compiled by the University of Wisconsin-Madison Medical Entomology Laboratory and Wisconsin Department of Health Services.

7. REVIEW/DISCUSSION/ACTION – REVISE PUBLIC HEALTH NUTRITINIST/WIC DIRECTOR JOB DESCRIPTION

Mr. Rynders presented the revisions to the Nutritionist/WIC Director job description. Ms. McMillan-Urell made a motion to accept the changes and Ms. Roby seconded the motion. Motion carried.

8. REVIEW/DISCUSSION/ACTION – DISCUSS COMMUNITY HEALTH IMPROVEMENT PLAN

A presentation was given by Ms. Loeffler on the goals and objectives of the Community Health Improvement Plan (CHIP). Mental health and alcohol and other drug abuse (AODA) were selected by the community as the top health priorities to focus on in Buffalo County for 2016-2020. The community health assessment and community health improvement plan can be found on the Buffalo County website: <http://www.buffalocounty.com/331/Public-Health>.

9. REVIEW/DISCUSSION/ACTION – REVISE ELDERLY BENEFIT SPECIALIST JOB DESCRIPTION

Mr. Rynders presented the revisions for the Elderly Benefit Specialist job description. Ms. McMillan-Urell made a motion to accept the changes and Ms. Roby seconded the motion. Motion carried.

10. REVIEW/DISCUSSION/ACTION – REVISE DISABILITY BENEFIT SPECIALIST JOB DESCRIPTION

Mr. Rynders presented the revisions for the Disability Benefit Specialist job description. Ms. Smith made a motion to accept the revisions and Ms. Roby seconded the motion. Motion carried.

11. REVIEW/DISCUSSION/ACTION – BI-COUNTY CHILD SUPPORT PROGRAM EXPLORATION UPDATE

An update was given by Mr. Rynders regarding the Bi-County (Buffalo/Pepin) Child Support program plan. A work schedule proposal was presented by Mr. Rynders along with input from Ms. Weiss, Child Support Financial Specialist on the job descriptions for the Child Support Coordinator, Child Support Specialist, and Support Staff. Mr. Rynders acknowledged the resignation of Child Support Coordinator, Brenda Berning who has accepted the position of Criminal Justice Services (CJS) Coordinator for Buffalo County. Mr. Rynders explained Ms. Lisa Plunkett who is currently a contracted worker for Buffalo County Child Support would accept the CS Coordinator as a contractual position. After discussion, Ms. Smith made a motion to authorize the CS Coordinator's position be made a contractual position through 2017 with re-evaluation to follow. Ms. McMillan-Urell seconded the motion. Motion approved.

12. REVIEW/DISCUSSION/ACTION – REVISE CHILD SUPPORT FINANCIAL SPECIALIST JOB DESCRIPTION

Mr. Rynders presented an updated job description for the Child Support Financial Specialist position. Ms. McMillan-Urell made a motion to accept the revisions to the position and Ms. Kleinschmidt seconded the motion. Motion carried.

13. REVIEW/DISCUSSION/ACTION – REVISE .5 ACCOUNT CLERK/.5 ECONOMIC SUPPORT SPECIALIST

Mr. Rynders presented the revisions to the Account Clerk/Economic Support Specialist position. Ms. McMillan-Urell made a motion to accept the revisions and Ms. Kleinschmidt seconded the motion. Motion carried.

14. REVIEW/DISCUSSION/ACTION – WWC DISSOLUTION RESOLUTION

Western Wisconsin Cares (WWC), a long-term care district formed by 8 regional counties to deliver Family Care services as a managed care organization (MCO) is being dissolved and will join Community Link, a fifty-two county consortium. Ms. McMillan-Urell made a motion to accept the WWC Dissolution Resolution and Ms. Smith seconded the motion. Motion Carried.

15. REVIEW/DISCUSSION/ACTION – DHHS GOALS

Mr. Rynders highlighted the goal of evaluating the human and fiscal impact of Recovery & Wellness Consortium membership. He presented a report template created for tracking all program expenditures/revenues for all mental health consortium programs, (CCS) Comprehensive Community Services, (CSP) Community Support program, and (TCM) Targeted Case Management. Discussion was held and suggestions were made to enhance the tool by also providing analysis and a breakdown on the meth numbers.

16. REVIEW/DISCUSSION/ACTION – BUDGET ADJUSTMENTS

The purchase of Adobe software for the Child Support efile program has been put on hold.

17. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS

The January 2017 DHHS monthly vouchers were reviewed. Ms. McMillan-Urell made a motion to approve the vouchers and Ms. Roby seconded the motion. Motion carried. The December 2016 vouchers were reviewed. A motion was made by Ms. McMillan-Urell to approve the vouchers and Ms. Kleinschmidt seconded the motion. Motion carried.

18. REVIEW/DISCUSSION/ACTION – DHHS FINANCIAL UPDATE

The budget reports through December 2016 for DHHS, Agent of the State, and CJS were reviewed. Mr. Rynders supported the \$9,000 revenue in the CJS budget be moved to the CJS program to achieve the program's goal of being self sufficient; the Home committee agreed. The budget reports through January 2017 for DHHS, Agent of the State and CJS were reviewed.

19. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS

The Aging, Child Support, and Social Services monthly reports were reviewed.

20. REVIEW/DISCUSSION/ACTION – DHHS DIRECTOR'S REPORT

Mr. Rynders shared a letter from Ms. Julie Anstett, Director of Area Administration and Mr. Matt Dedrick, Chief Information Officer for the Wisconsin Department of Health Services regarding the request from multiple Counties to have the State implement a single documentation system for entering data. The letter stated DHS has no plans to address this concern at this time. Mr. Doug Kane sent a letter requesting Ms. Anstett reconsider the State's decision in this matter. Mr. Kane and Mr. Rynders will attend the Day at the Capitol on April 5th to continue this discussion with legislators. Ms. Smith also suggested requesting State funding for communicable disease which now relies on local funding.

Mr. Rynders reported the Public Health nurse position has been filled by Ms. Nikki Gilles who will be starting April 10th and Maria Czenczi has been hired to fill the third Economic Support Specialist position and will start on March 13, 2017.

The Home Committee meeting scheduled for Tuesday, July 4th has been rescheduled for Tuesday, July 11th, 2017.

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

None

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

The next meeting will be held on Tuesday, April 4, 2017 at 6:00 PM.

25. PUBLIC COMMENTS REGARDING UNRELATED AGENDA ITEMS

None

26. ADJOURNMENT

The meeting was adjourned at 8:03 PM.

Respectfully submitted,

Mary Hildebrand
Recording Secretary

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