

**Buffalo County Minutes**

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

**Date of Meeting:** Tuesday, July 6, 2021

**Electronic and Hard Copy Filing Date:**

**Location:** Department of Health and Human Services  
Buffalo County Courthouse  
2<sup>nd</sup> Floor Conference Room  
407 S 2<sup>nd</sup> Street, Alma, Wisconsin

**1. ROLL CALL/BOARD MEMBERS PRESENT**

Roll call was taken. Member's present were Kim Beseler, Larry Grisen, Liz Hoffmaster (via Zoom), Wendy Kleinschmidt (via Zoom), Carol McDonough, Mary Anne McMillan-Urell, Richard Mueller, Steve Nelson, and Brad Schmidt knecht.

**OTHERS PRESENT FOR ALL OR PART OF THE MEETING**

Dave Rynders, Felicia Decker, Josie Knauber and Carri Renchin were present at the meeting.

**2. PUBLIC COMMENT REGARDING ANY MATTERS THAT WILL BE TAKEN UP BY THE COMMITTEE AT THIS MEETING**

None

**3. REVIEW/DISCUSSION/ACTION – MINUTES OF THE PREVIOUS MEETING**

A motion was made by Mr. Mueller and seconded by Ms. Beseler to approve the June 1, 2021, minutes as presented. Motion approved.

**4. REVIEW/DISCUSSION/ACTION – VETERANS SERVICES MONTHLY REPORT**

Ms. Decker provided an update on the Veteran's Memorial indicating she is working to obtain costs for repairs. Ms. Decker presented on the CVSOA Spring Conference attended in Wisconsin Dells.

Ms. Decker provided the following stats for June 2021:

Walk-Ins/Face to Face/ Phone 62

Phone Calls 350

Forms 112

Claims 12

Appeals 2

Home visits 2/ Outreach 1

Ms. Decker reported intent to be present at the Buffalo County Fair July 29 to August 1 to complete outreach which will include scheduled flag demonstrations.

## **5. VETERANS SERVICES MONTHLY VOUCHERS**

Ms. Decker provided an overview of the monthly Veterans Services Expense report, indicating red line items were the result of two individuals attending the CVSOA conference whereas only one individual was budgeted for. A motion was made by Mr. Mueller and seconded by Ms. McDonough to approve the vouchers as presented. Motion approved.

## **6. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH UNIT REPORT**

Ms. Knauber reported that Mickey Rice trained two Mondovi police officers in NARCAN administration. Ms. Knauber reported on a meeting that was held to discuss Ground Water Quality and Well Sampling Program. Ms. Knauber reported next steps include identification of funding sources for program and obtaining well records to determine which wells may qualify for program.

Ms. Knauber reported on COVID-19 activity indicating high case activity from 5/25-6/8 and low case activity from 6/9-6/22. Ms. Knauber reported on continued vaccination efforts for individual 12 years and older. Ms. Knauber provided the following vaccination statistics for Buffalo County: 48.8 % of the population have received first dose and 46.8% of the population have completed their vaccine series.

## **7. REVIEW/DISCUSSION/ACTION – COVID PLAN FOR REMAINDER OF 2021**

Ms. Knauber presented on the COVID 19 Response Plan. Ms. Knauber discussed what effects COVID-19 response workload, discussed funding indicating that Enhanced Detection Funds are expected to fund the three positions through first quarter of 2022 and covers most COVID-19 response activities. Ms. Knauber reported that the American Rescue Plan Act (ARPA) funds cover COVID-19 response activities and recovery. Recovery includes anything negatively impacted by the COVID-19 pandemic. Ms. Knauber discussed current staffing, vacancies and shifting COVID-19 related duties off full-time staff to resume program specific activities. Ms. Knauber reported that all Public Health staff continue to rotate Contact Tracing and Disease Investigation- on-call weekend and holidays and that LTE staff cover during the week, sending cases to WI DHS for follow-up during the week.

Ms. Knauber responded to questions related to vaccinations, reporting the Pfizer vaccination needs to be used within 6 hours upon opening and can last 30 days in the refrigerator unopened. Ms. Knauber reported that vaccinations are believed to protect against variants and that research continues.

## **8. REVIEW/DISCUSSION/ACTION – 2022 BUDGET**

Mr. Rynders discussed the 2022 Budget timeline. Mr. Rynders indicated intent to present the initial DHHS budget at the August meeting and indicate that the Public Hearing could be held concurrently. Mr. Rynders provided the following anticipated budget highlights: currently not projecting additional positions, will be requesting to upgrade the social worker lead position to a manager position, a small construction project creating a pass-through cabinet in restroom for specimen collection. Mr. Rynders reported that he will be recommending adding an overtime budget to address compensatory time and looking to replace fiscal software that address DHHS and County software needs.

Mr. Griesen questioned if recovery funds could be used for software. Mr. Rynders indicated potential for the county to use ARPA funds specific to loss revenue resulting from COVID-19.

**9. REVIEW/DISCUSSION/ACTION – BIRTH TO THREE MAINTENANCE OF EFFORT AUDIT**

Mr. Rynders shared a letter the department submitted, requesting Buffalo County's 2020 Maintenance of Effort (MOE) be waived. Mr. Rynders reported that Buffalo County's MOE for 2020 was \$56,318 with Buffalo County spending only \$17,483 in 2020. Mr. Rynders reported that Buffalo County's MOE was waived for 2020.

**10. REVIEW/DISCUSSION/ACTION – FACEBOOK ACCOUNT POLICY**

Ms. Knauber presented on the Facebook Policy. Mr. Schmidtknecht questioned if the policy was specific to Facebook or if other social media platforms are included and was informed the current draft is limited to only the Facebook platform. Discussion was had. Ms. Beseler supported expanding the policy to include other social media platforms. Discussed need to research other platforms for security. Mr. Nelson discussed security and confidentiality. Mr. Griesen indicated a desire for the policy to be forwarded to HR. Mr. Griesen motioned to approved Policy and forward to HR, Mr. Schmidtknecht seconded with added language to include other social media platforms. Motion approved.

**11. REVIEW/DISCUSSION/ACTION – DHHS FINANCIAL UPDATE**

Mr. Rynders provided the DHHS Financial update and reported some expenses appear low due to delays in invoicing.

Mr. Rynders provide the Agent of the State update. Mr. Rynders reported Agent of the State Activity is being backloaded as COVID-19 activities are being shifted to LTE staff allowing full-time staff to resume program specific activities.

**12. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS**

The monthly vouchers were reviewed. A motion was made by Ms. Beseler and seconded by Ms. Kleinschmidt to approve the monthly vouchers as presented. Motion approved.

**13. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS**

No questions.

**14. REVIEW/DISCUSSION/ACTION – WESTERN DAIRYLAND COMMUNITY ACTION**

Mr. Nelson reported no preliminary audit findings and no major Risk Assessment findings. Mr. Nelson reported that the Head Start Program did not meet enrollment requirements and a waiver was provided. Mr. Nelson reported that Head Start is working on outreach efforts. No July meeting scheduled.

**15. REVIEW/DISCUSSION/ACTION – DHHS DIRECTOR**

Mr. Rynders reported an anticipated disbursement from an Opioid Settlement resulting from a class action lawsuit that Buffalo County and 70 other Wisconsin Counties were a part of. Mr. Rynders indicated there is no current information yet on the amount Buffalo County will receive or how funds can be utilized. A question was asked regarding the use of American Rescue Plan Act (ARPA) funds to provide substance abuse treatment. Mr. Rynders indicated that ARPA funds can be used for substance abuse treatment and that Buffalo County is currently evaluating how funds can be used.

**16. REVIEW/DISCUSSION/ACTION – CHAIRPERSON’S REPORT**

None

**17. REVIEW/DISCUSSION/ACTION – NEXT MEETING DATE AND TIME**

The next meeting date is scheduled for Tuesday, August 3, 2021, at 6:00 PM. Mr. Mueller and Ms. Kleinschmidt will be absent, and Ms. Hoffmaster will be present via Zoom.

**18. PUBLIC COMMENTS NOT RELATED TO AGENDA ITEMS**

None

**20. ADJOURNMENT**

The meeting was adjourned at **7:16 PM**.

Respectfully submitted,

Carri Renchin