

SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

Sheboygan County Health and Human Services Building
1011 North 8th Street
Sheboygan, WI 53081
Room 413

September 7, 2010

Called To Order: 8:00 A.M.

Adjourned: 9:20 A.M.

MEMBERS PRESENT: Supervisor Peggy Feider – Chair; Supervisor Vernon Koch – Secretary; Supervisor John Van Der Male, Supervisor Roger Otten, Mr. Curtiss Nyenhuis, Mr. Eldon Burg, and Dr. Philip Walker

MEMBERS ABSENT: Supervisor Kris Wheeler – Vice Chair and Supervisor Jacob Van Dixhorn

ALSO PRESENT: Tom Eggebrecht, Joan Kettermann, Elizabeth Mahloch, Martin Bonk, Jean Beinemann, Diane Liebenthal, Carol Bukovic, Kim Pagel, and Julie Schaefer

Supervisor Feider called the meeting to order at 8:00 a.m.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

The Health and Human Services Department received an e-mail noting that the agenda for the September 7, 2010 meeting of the Health and Human Services Committee was posted on September 2, 2010, at 9:45 a.m., in compliance with the Open Meeting Law.

Supervisor Feider informed the Committee that Supervisor Van Dixhorn is excused from today's Health and Human Services Committee Meeting.

REVIEW AND APPROVE MINUTES: August 17, 2010

Supervisor Van Der Male moved and Mr. Nyenhuis seconded to approve the minutes of the August 17, 2010 Health and Human Services Committee meeting with a correction under **ANNOUNCEMENTS AND CORRESPONDENCE** in that the Joint Meeting of the Finance Committee and Health and Human Services Committee is Tuesday, September 21, 2010 and not Wednesday, September 21, 2010 . Motion carried.

ANNOUNCEMENTS AND CORRESPONDENCE

Tom Eggebrecht informed the Committee that the Division of Economic Support has received a State letter of intent to contract for the Transitional Jobs initiative.

Tom Eggebrecht informed the Committee that the Division of Elder Services has received notice of funding award to assist in purchasing vehicles for transporting the elderly and disabled.

Tom Eggebrecht informed the Committee that Sheboygan County Health and Human Services has been invited by the State to participate in Integrated Dual Diagnosis Treatment training for persons with co-occurring mental health and substance use disorders.

Tom Eggebrecht informed the Committee that the Wisconsin Public Mental Health and Substance Abuse Infrastructure Study Committee is progressing. There was a video conference on the topic on August 31, 2010 and comments on the study need to be submitted by September 15, 2010. Tom will keep the Committee apprised on future developments of the Redesign Plan.

Tom Eggebrecht informed the Committee that the Legislative Audit Bureau is conducting an audit of Family Care with a report expected in February.

Tom Eggebrecht informed the Committee that at the last Wisconsin County Human Services Association (WCHSA) Executive Committee, it was reported that Attorney Andy Phillips will be looking at improved opportunities for negotiation in the state-county contracting process with possible changes targeted for 2012.

Tom Eggebrecht informed the Committee that WCHSA is also looking at the possibility of creating an Executive Director position for the association. If this change would occur, WCHSA would have its own lobbying presence. County membership dues would be additionally anticipated to change.

Tom Eggebrecht informed the Committee that the Wisconsin County Human Services Association Fall Conference will be held on December 3, 2010 in Wisconsin Rapids. The main focus will be the future of service delivery including a review of the Wisconsin Way proposal and national health care reform.

Tom Eggebrecht informed the Committee that the September 21, 2010 Health and Human Services Committee Meeting will be held at The Turning Point.

Tom Eggebrecht inquired of the Committee if electronic submission of future agendas and minutes would be agreeable to the Committee members, and the Committee was in agreement with this.

Supervisor Feider expressed her sympathy to the family of former County Board Supervisor Harold Riemer who passed away on August 29, 2010. A memorial service for Mr. Riemer will be held on September 11, 2010.

CONSIDERATION OF REAPPOINTMENT OF MEMBERS TO THE WISCONSIN WORKS (W-2) STEERING COMMITTEE

- **Roger Otten**
- **Martin Bonk**
- **Kristin Blanchard**
- **Kate Miller**

Mr. Nyenhuis moved and Mr. Burg seconded to approve the reappointment of Roger Otten, Martin Bonk, Kristin Blanchard, and Kate Miller to the Wisconsin Works (W-2) Steering Committee for another term and forward this recommendation to County Administrator Adam Payne for approval. Motion carried.

Martin Bonk and Roger Otten's terms will expire September 30, 2012. Kristin Blanchard and Kate Miller's terms will expire September 30, 2013.

UPDATE ON STATE MENTAL HEALTH/SUBSTANCE ABUSE REDESIGN AND BEHAVIORAL AD HOC COMMITTEE RECOMMENDATIONS

Joan Ketterman distributed updated information on the State Mental Health/Substance Abuse Redesign and provided follow-up information on the status of the recommendations identified in the Sheboygan County Ad Hoc Committee for Behavioral Health Services Final Report dated January 19, 2009.

REVIEW AND APPROVE PROMOTION OF A SOCIAL WORKER II TO A SOCIAL WORKER III – Division of Social Services

Martin Bonk informed the Committee that Rebecca Weedman has met the requirements to be promoted from a Social Worker II to a Social Worker III.

Mr. Nyenhuis moved and Supervisor Koch seconded to promote Rebecca Weedman from a Social Worker II to a Social Worker III effective September 7, 2010 and forward this request to the Human Resources Committee. Motion carried.

REVIEW AND APPROVE VACANT POSITION ANALYSIS (VPA) FOR A LIMITED TERM EMPLOYEE (LTE) – WIC NUTRITIONIST – Division of Public Health

Diane Liebenenthal presented a Vacant Position Analysis (VPA) for a Limited Term Employee (LTE) – WIC Nutritionist and explained the necessity of filling this position.

After discussion, Mr. Nyenhuis moved and Supervisor Van Der Male seconded to approve the Vacant Position Analysis (VPA) for a Limited Term Employee (LTE) – WIC Nutritionist and forward this request to the Human Resources Committee. Motion carried with Supervisor Otten voting No.

REVIEW AND APPROVE VACANT POSITION ANALYSIS (VPA) FOR AN ACCOUNT CLERK I, II, OR III – Business/Administrative Support Services

Carol Bukovic presented a Vacant Position Analysis (VPA) for an Account Clerk I, II, or III and explained the necessity of filling this position.

After discussion, Supervisor Otten moved and Supervisor Koch seconded to approve the Vacant Position Analysis (VPA) for an Account Clerk I, II, or III and forward this request to the Human Resources Committee. Motion carried.

REVIEW AND APPROVE VACANT POSITION ANALYSIS (VPA) FOR A LIMITED TERM EMPLOYEE (LTE) BILLING SUPPORT – Business/Administrative Support Services

Carol Bukovic presented a Vacant Position Analysis (VPA) for a Limited Term Employee (LTE) Billing Support and explained the necessity of filling this position.

After discussion, Dr. Walker moved and Supervisor Koch seconded to approve the Vacant Position Analysis (VPA) for a Limited Term Employee (LTE) Billing Support and forward this request to the Human Resources Committee. Motion carried.

REVIEW AND APPROVE 2010 BUDGET ADJUSTMENTS – Carol Bukovic

Carol Bukovic informed the Committee that the Health and Human Services Department has been informed by Information Systems that due to the age of some of the Department's computers, Information Systems can no longer install virus software on these computers. Carol is requesting that up to \$65,000 be used from under-budget monies to replace these computers. Carol also informed the Committee that the management team has decided to put money aside each year to start a five-year replacement plan for the Department's computers.

After discussion, Mr. Nyenhuis moved and Supervisor Van Der Male seconded to approve the 2010 budget adjustment. Motion carried.

REVIEW AND APPROVE JULY FINANCIAL STATEMENT – Carol Bukovic

Carol Bukovic presented the Financial Statement for year to date July 31, 2010.

Supervisor Van Der Male moved and Supervisor Otten seconded to approve the Financial Statement for year to date July 31, 2010. Motion carried.

REVIEW AND APPROVE VOUCHERS

After questions were answered, Supervisor Van Der Male moved and Dr. Walker seconded to approve the expense vouchers as presented. Motion carried.

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

Supervisor Van Der Male moved and Supervisor Koch seconded to approve the attendance of the following Committee member at the following meeting:

- **August 31, 2010 – SHEBYOGAN COUNTY FINANCE COMMITTEE MEETING –**
Curtiss Nyenhuis

Motion carried.

Supervisor Feider and Mr. Nyenhuis gave a summary of the Wisconsin County Human Services Association Eastern Regional Meeting they attended on June 18, 2010.

PUBLIC INPUT ON AGENDA ITEMS

None.

PUBLIC INPUT ON NON-AGENDA ITEMS AND REQUESTS FOR FUTURE AGENDA ITEMS

None.

REQUEST FOR FUTURE AGENDA ITEMS

- Purchase of Service Vendor Review
- Revisit Virchow Krause Report
- Visits to Provider Agencies
- Revisit 2010 Goals and Objectives for the Health and Human Services Department

ADJOURNMENT

At 9:20 a.m., Supervisor Van Der Male moved and Mr. Otten seconded to adjourn the Health and Human Services Committee Meeting. Motion carried.

Julie Schaefer
Recording Secretary

Vernon Koch
Committee Secretary