

## **SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING**

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

**December 7, 2010**

**Called To Order: 8:00 A.M.**

**Adjourned: 10:24 A.M.**

**MEMBERS PRESENT:** Supervisor Peggy Feider – Chair; Supervisor Kris Wheeler – Vice Chair; Supervisor John Van Der Male, Supervisor Roger Otten, Supervisor Jacob Van Dixhorn, Mr. Curtiss Nyenhuis, Mr. Eldon Burg, and Dr. Philip Walker

**MEMBERS ABSENT:** Supervisor Vernon Koch – Secretary

**ALSO PRESENT:** Tom Eggebrecht, Joan Kettermann, Elizabeth Mahloch, Martin Bonk, Dale Hippensteel, Carol Bukovic, Kim Pagel, Dale Deterding, 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 December 7, 2010 meeting of the Health and Human Services Committee was posted on December 2, 2010 at 9:30 a.m., in compliance with the Open Meeting Law.

### **REVIEW AND APPROVE MINUTES: November 16, 2010**

Supervisor Van Der Male moved and Mr. Nyenhuis seconded to approve the minutes of the November 16, 2010 Health and Human Services Committee meeting. Motion carried.

Supervisor Wheeler arrived at 8:03 a.m.

### **ANNOUNCEMENTS AND CORRESPONDENCE**

Tom Eggebrecht informed the Committee that in their packets is a document identifying the Health and Human Services Department's non-value added mandates for their review. This document was put together at the request of County Administrator Adam Payne.

Tom Eggebrecht informed the Committee that on December 3, 2010, Joan Kettermann, Elizabeth Mahloch, Curtiss Nyenhuis, and he attended the Wisconsin County Human Services Association Fall Conference in Wisconsin Rapids. The focus of the conference was on Wisconsin Way and National Health Care Reform.

Dr. Walker arrived at 8:05 a.m.

Tom Eggebrecht informed the Committee that he intends to authorize a one-time payment of \$15,000 to Safe Harbor. With this one-time payment, Safe Harbor will be asked to develop a future plan for sustainability. Tom informed the Committee that the Department's budget supports this one-time payment.

A discussion ensued on the November 30, 2010 Joint Meeting of the Health and Human Services Committee and the Health Care Center Committee. Discussion focused on the fact that both Committees need to come to an agreement on the desired outcome of holding joint meetings and the issue of continuum of care needs to be revisited.

Supervisor Feider informed the Committee that she received from the Finance Department a summary of the third quarter variances.

Supervisor Feider questioned Martin Bonk regarding Christmas donations. Martin informed Supervisor Feider that starting today, the Christmas Room is open. This room is used for staff to choose gifts for their clients to help supplement their Christmas. Donations are still being accepted.

#### **ADMINISTRATIVE UNIT STRATEGIC PLAN UPDATE – Carol Bukovic**

Carol Bukovic distributed to the Committee an Administrative Support Services Unit Strategic Plan Update. The Strategic Plan identifies four priorities which support the issues and needs identified by the Health and Human Services Committee in coordination with Department staff in February 2010; fully supports the 2006 Virchow Krause & Company study recommendations; and provides for incorporating new requirements occurring since the study was completed. Carol went over each of the four Strategic Plan priorities and the timeline to accomplish these priorities. Carol will keep the Committee updated on the progress of the priorities of the Strategic Plan.

#### **PRESENTATION ON SENIOR DINING SITE NEWSLETTER – Dale Deterding**

Dale Deterding provided information on attendance at the County Senior Dining Sites. Dale also handed out to the Committee a testimonial by one of the Senior Dining Site Managers that she received from a Senior Dining Site attendee's daughter on how much better her father is doing since he started going to the Senior Dining Site. In addition, Dale handed out to the Committee copies of the October and December issues of "Seniors In Touch," which is a newsletter he puts together every month and is handed out at the Senior Dining Sites. This newsletter is also distributed to seniors who have their meals home-delivered. Finally, he gave each Committee member a free dinner coupon which entitles them to one free dinner at any of the Sheboygan County Senior Dining Sites. Dale also informed the Committee that the Project Council has been restarted. The Project Council consists of two representatives from each Senior Dining Site which meet periodically to discuss ways to improve the Senior Dining Sites.

#### **2011 PUBLIC ASSISTANCE FRAUD PROGRAM UPDATE – Elizabeth Mahloch**

Elizabeth Mahloch informed the Committee that the Wisconsin Department of Health Services has earmarked one-time funding to support statewide fraud prevention activities for FoodShare, Wisconsin Medicaid, and BadgerCare Plus programs in 2011 in all agencies. Local agencies have the following options:

- 1) Take the lead or participate as part of a regional consortium;
- 2) Become part of a statewide fraud detection and investigation contract administered by the Wisconsin Department of Health Services; or
- 3) Manage these activities for their own county.

Elizabeth informed the Committee a decision has to be submitted to the Wisconsin Department of Health Services by December 10, 2010.

Elizabeth informed the Committee that the Department will become part of a regional consortium but continue to utilize the Sheboygan County Sheriff's Department to conduct fraud investigations. This option requires the Department to provide a 10% match to the amount allocated by the Department of Health Services in order to participate in this option. The 10% match amounts to \$1,200 but will allow the Department to tap into money earmarked for Sheboygan County public assistance fraud prevention activities which is approximately \$14,000.

**REVIEW AND APPROVE REQUEST TO REVISE DEPARTMENT TABLE OF ORGANIZATION TO CREATE DEPUTY DIRECTOR POSITION – Tom Eggebrecht**

Tom Eggebrecht went over an Ordinance regarding modifying the leadership structure of the Health and Human Services Table of Organization for the Committee's consideration. Tom informed the Committee that with Joan Ketterman's upcoming retirement coupled with revisions to the mechanics of Health and Human Services Department provision of services provides for an opportunity to make modifications to the leadership structure of the Health and Human Services Department.

Tom informed the Committee the replacement of the Community Programs/Elder Services Manager position with a new Deputy Director position with oversight over the Social Services, Community Programs/Elder Services, and Public Health divisions will provide greater opportunity to build efficiencies and interdivisional cooperation. Tom also went over a draft job description for this Deputy Director position.

After discussion, Supervisor Van Dixhorn moved and Mr. Burg seconded to approve the request to revise the Department's Table of Organization to create a Deputy Director position and forward this request to the County Board for their consideration. Motion carried.

**REVIEW AND APPROVE OCTOBER FINANCIAL STATEMENT – Carol Bukovic**

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

After questions were answered, Mr. Nyenhuis moved and Supervisor Wheeler seconded to approve the Financial Statement for year-to-date October 31, 2010. Motion carried.

**REVIEW AND APPROVE VOUCHERS**

Mr. Burg moved and Supervisor Van Der Male seconded to approve the expense vouchers as presented. Motion carried.

**APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS**

Supervisor Wheeler moved and Mr. Nyenhuis seconded to approve the attendance of the following Committee members at the following meetings:

- **November 17, 2010 – FAMILY SUPPORT/BIRTH TO THREE ADVISORY COMMITTEE MEETING** – Supervisor Feider
- **November 23, 2010 – SHEBOYGAN COUNTY FINANCE COMMITTEE MEETING** – Supervisor Otten

Motion carried.

**PUBLIC INPUT ON AGENDA ITEMS**

None.

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

None.

### **REQUESTS FOR FUTURE AGENDA ITEMS**

- Purchase of Service Vendor Review
- Revisit 2010 Goals and Objectives for the Health and Human Services Department

### **ADJOURNMENT**

At 10:24 a.m., Supervisor Van Der Male moved and Supervisor Otten seconded to adjourn the Health and Human Services Committee Meeting. Motion carried.

Julie Schaefer  
Recording Secretary

Vernon Koch  
Committee Secretary

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