

SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

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

March 6, 2012

Called To Order: 8:00 A.M.

Adjourned: 9:20 A.M.

MEMBERS PRESENT: Supervisor Peggy Feider – Chair, Supervisor Kris Wheeler – Vice Chair, Supervisor Vernon Koch – Secretary; Supervisor John Van Der Male, Supervisor Roger Otten, Supervisor Jacob Van Dixhorn, Mr. Curtiss Nyenhuis, Mr. Eldon Burg

MEMBERS ABSENT: Dr. Philip Walker

ALSO PRESENT: Tom Eggebrecht, Martin Bonk, Elizabeth Mahloch, Dale Hippensteel, Carol Bukovic, Kim Pagel, David Roettger, Jody Gallaway, Amy Culver, Tanya Bricco, Julie Schaefer, and Corporation Counsel Carl Buesing

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

Tom Eggebrecht introduced Amy Culver and Tanya Bricco to the Committee. Amy was recently promoted to the position of Therapeutic Activity and Service Coordination (T.A.S.C.)-Contracted Services Supervisor, and Tanya was hired to fill the position of Community Support Specialist.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

The Health and Human Services Department received an e-mail noting that the agenda for the March 6, 2012 meeting of the Health and Human Services Committee was posted on March 2, 2012, at 2:30 p.m., in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: February 21, 2012 Health and Human Services Committee Meeting

Supervisor Van Der Male moved and Supervisor Otten seconded to approve the minutes of the February 21, 2012 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE

Tom Eggebrecht informed the Committee that Corporation Counsel Carl Buesing will be in attendance at today's meeting to present to the Committee the HFS 62.15 Appeal Procedures.

Tom Eggebrecht informed the Committee of corrections to the 2011 Annual Report they received in their packets. Supervisor Otten also noted a correction. Those corrections will be made and the Annual Report will be redistributed to the Committee.

EAST CENTRAL INCOME MAINTENANCE PARTNERSHIP UPDATE – Elizabeth Mahloch

Elizabeth distributed to the Committee data on the East Central Income Maintenance Consortium's Call/Change Center from January 1, 2012 through February 29, 2012. All Consortia are meeting the performance standard that was set on the answer rate, which is 90 percent. The East Central Income Maintenance Consortium's answer rate is at 91 percent, and Sheboygan County's answer rate is at 92 percent.

Elizabeth informed the Committee that there will be a Food Share management study done with all the Consortia, and she will keep the Committee updated on the progress of the study as it moves forward.

Elizabeth informed the Committee that there are still issues with the Document Processing Unit, but the Consortia continue to work on resolving these issues.

REVIEW AND APPROVE VACANT POSITION ANALYSIS (VPA) FOR A MENTAL HEALTH SPECIALIST – DIVISION OF COMMUNITY PROGRAMS AND ELDER SERVICES – Tom Eggebrecht

Tom Eggebrecht presented to the Committee a Vacant Position Analysis (VPA) for a Mental Health Specialist and explained the necessity of filling this position.

After questions were answered, Mr. Nyenhuis moved and Supervisor Otten seconded to approve the Vacant Position Analysis (VPA) for a Mental Health Specialist and forward this request to the Human Resources Committee for their consideration. Motion carried unanimously.

REVIEW AND APPROVE JANUARY 2012 FINANCIAL STATEMENT – Carol Bukovic

Carol presented to the Committee the Financial Statement for year-to-date January 31, 2012.

After questions were answered, Mr. Nyenhuis moved and Supervisor Koch seconded to approve the Financial Statement for year-to-date January 31, 2012. Motion carried unanimously.

REVIEW AND APPROVE PUBLIC HEALTH FEES – Dale Hippensteel and David Roettger

Environmental Health Supervisor David Roettger presented information to the Committee on the number and types of inspections he and his staff provide, including training people through the ServSafe course, restaurant inspections, paid temporary event inspections, non-profit event inspections, well inspections, vending machine inspections, beach sampling, transient non-community well water sampling, and testing for lead and radon in homes.

Dale and David distributed to the Committee the proposed fee schedule for Public Health's Licensing and Regulation programs. The proposed fee schedule would go into effect April 1, 2012. The licensing year is July 1, 2012 through June 30, 2013. There are currently just over 700 licensees in Sheboygan County. The fees have not been changed since 2010. The net revenue increase will be approximately \$6,800 and will cover anticipated program costs based on preliminary assumptions for 2013 budgeting. There will not be a change in the State fee, which stabilizes the total fee.

Temporary event fees are being evaluated statewide by the Department of Health Services and the Department of Agriculture to provide clarification and consistent application. Dale and David are suggesting handling the community-type events by internal policy to prevent making the process more complicated for vendors. If and when the State has a recommendation, Dale and David will inform the Committee for possible action.

- Licensed establishments on their premise will not be charged an additional fee for a temporary event.
- Licensed establishments participating in an event operating under the umbrella of a civic organization will not be charged additional fees.
- Licensed establishments operating off their premise and not part of an umbrella civic organization will be charged the appropriate fee.

The proposed fee schedule amounts to a 4 percent to 6 percent increase over the next two years.

After discussion, Mr. Burg moved to hold on approving the proposed fee schedule until more review could take place. After further discussion, Mr. Burg moved and Supervisor Wheeler seconded to approve the fee schedule as proposed. Motion carried unanimously.

Carol Bukovic will prepare a fiscal analysis on the revenue of the program and present it to the Committee at their next meeting.

DELIBERATION AND CONSIDERATION OF HFS 62.15 APPEAL PROCEDURES – Tom Eggebrecht and Corporation Counsel Carl Buesing

Corporation Counsel Buesing presented to the Committee procedures on Appeals during Assessment and Development of the Driver Safety Plan Recommendation. These procedures were created in response to a Consumer Appeal of Driver Safety Plan Assessment. Wisconsin Administrative Code Section HFS 62.15 provides appeals during assessment and development of the Driver Safety Plan recommendation. Corporation Counsel Buesing indicated under this Code, there is a conflict with the Open Meeting Law and client confidentiality. The deliberating and decision of HFS 62.15 appeals will occur in closed session. He also informed the Committee on the procedural steps that they need to take when conducting this type of appeal hearing. Since there has been no precedence set on HFS 62.15 appeal procedures, he informed the Committee that these procedures would first have to be approved by the Health and Human Services Committee before the hearing could take place.

After discussion and questions were answered, Supervisor Koch moved and Supervisor Van Der Male seconded to approve the HFS 62.15 Appeal Procedures. Motion carried unanimously.

WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION (WCHSA) VISIONS COMMITTEE PROPOSAL FOR HUMAN SERVICES REDESIGN – Tom Eggebrecht

This was tabled due to time constraints and will be presented at a future Committee Meeting.

REVIEW AND APPROVE VOUCHERS

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

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

None.

PUBLIC INPUT ON AGENDA ITEMS

None.

PUBLIC INPUT ON NON-AGENDA ITEMS

Tom informed Supervisor Feider, Supervisor Otten, and Mr. Nyenhuis that he would like to reopen the application process for the Deputy Director position. Supervisor Feider, Supervisor Otten, and Mr. Nyenhuis were part of the interview panel for this position, and agreed that Tom should go ahead and reopen the application process.

Dale Hippensteel distributed to the Committee copies of the current issue of the National Association of Local Boards of Health News Brief.

REQUEST FOR FUTURE AGENDA ITEMS

- Purchase of Service Vendor Review
- Revisit 2010 Goals and Objectives for the Health and Human Services Department
- Update on the Deputy Director Position
- Fund Balance Update
- Update on Concealed Carry Weapon Bill
- Update on Funding Cuts to Medicaid, BadgerCare, and Family Care

ADJOURNMENT

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

Julie Schaefer
Recording Secretary

Vernon Koch
Committee Secretary