

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** February 25, 2013

**PLACE:** Norwood Health Center, Classroom - Marshfield

**PRESENT:** Donna Rozar, Peter Hendler, Mike Feirer, Marion Hokamp, Bonnie Jaecks, Doug Machon, Lori Slattery-Smith R.N. (via telephone), Jeffrey Koszczuk, D.O., Tom Buttke

**ALSO PRESENT:** Kathy Roetter and Jo Timmerman (Human Services), Sue Kunferman and Kathy Alft (Health Department), Amy Slattery and Christina Conrad (Edgewater Haven), Rock Larson (Veteran Service), Lance Pliml (County Board Chair)

**1) Call to Order**

Meeting called to order at 5:00 p.m. by Chair Rozar.

**2) Quorum**

A quorum was declared.

**3) Public Comments**

No members of the public were present to make comments.

**4) Correspondence**

- Governor Walker's Proclamation as the Year of Well-Being -- 2013 (First Lady Tonette Walker's focus 2013 being the *Year of Well-being.*)
- NALBOH News Brief
- Governor Walker's 2013-2015 Executive Budget pertaining to Veterans

**5) Consent Agenda**

Motion (Buttke/Hendler) to approve the consent agenda as presented. All ayes. Motion carried.

**6) Discussion and consideration of items removed from consent agenda**

n/a

**7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center**

Financial statements were reviewed and specific questions answered by appropriate department heads.

**8) Update on Edgewater Haven renovation project**

Current expense totals compared to budgeted dollars were presented for architect fees, constructions costs, and other fees (such as permits). The project remains under budget with completion date anticipated for late April or early May.

**9) Edgewater Haven Conflict of Interest Assertion policy and procedure**

Amy Slattery explained reasons for Conflict of Interest Assertion policy and procedure. Committee members reviewed and affirmed no conflict of interest.

**10) Account receivables education and discussion**

Kathy Roetter introduced the complexity of account receivables with health care accounting. Jo Timmerman described the process for billing and receipting. In more detail, she explained the billing software used, admissions paperwork, revenues earned vs., cash received, and the significance of census data. Mike Martin, Finance Director, was invited and attended a walk-thru of the entire process necessary to collect, record, process, correct, and produce client/patient/resident services billings in order to further understand the process. Efforts will be on-going between the Executive Committee, and the Finance and Human Services Departments to understand and resolve accounting questions.

**11) Health Department out-of-state travel request to attend the Health Investment Workshop in Seattle WA, February 27-28, 2013 with all expenses paid by ICF International**

Sue Kunferman described the benefits of Kristie Rauter attending the Health Investment Workshop with Kelly Ryan and Mary Wirtz of Incurage Community Foundation (ICF). Sue noted that all expenses will be paid by

ICF International. Furthermore, Sue explained that this opportunity is by invitation only and discussed the objectives of the workshop and the implications for Wood County. Given the timing of the request, the travel was approved by the County Board Chair. Motion (Hendler/Feirer) to support the County Board Chair's decision to authorize attendance. All ayes. Motion carried.

**12) Shared Services Learning Community Grant**

Sue Kunferman informed committee members of the shared services grant and its intent to explore how cross-jurisdictional sharing might better equip public health officials, policymakers, and other stakeholders to fulfill their mission of protecting and promoting the health of the communities they serve. Chair Rozar will be representing governing entities at a meeting in Kansas City March 13-14<sup>th</sup> with Northwoods Public Health Community representatives and other teams of public health officials and policymakers.

**13) Draft Healthy People Wood County Community Health Assessment/Community Health Improvement Plan**

A draft of the 2013-2018 Community Health Improvement Plan was shared. Sue Kunferman identified priorities and goals within the three workgroup teams 1) Chronic Disease Prevention and Management, 2) Healthy Growth and Development, and 3) Mental Health and Alcohol and Other Drug Abuse.

**14) Legislative Issue Updates**

Department heads provided legislative updates regarding issues pertaining to their departments.

**15) Items for Future Agenda**

Rozar noted items for future agendas.

**16) Date/Time of Next Meeting(s)**

March 25, 2013; 5:00 p.m., Human Services 12<sup>th</sup> Street, Oak Room – Wisconsin Rapids

**17) Adjourn**

Chair Rozar declared the meeting adjourned at 6:21 p.m. All ayes. Motion carried.

Minutes taken by Kathy Alft and reviewed by Mike Feirer, Secretary.

Minutes subject to committee approval.

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Mike Feirer, Secretary  
Health and Human Services Committee