

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** January 24, 2019

**PLACE:** Wood County Annex & Health Center, Classroom – Marshfield

**PRESENT:** Donna Rozar, Al Breu, Adam Fischer, Marion Hokamp, Mark Holbrook, Tom Buttke, Jessica Vicente, Steven Kulick M.D.,

**EXCUSED:** Lori Slattery R.N.

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink, Jordon Bruce, Cindy Robinson, Jo Timmerman, Lacey Piekarsky (Human Services); Kathy Alft, Sue Kunferman (Health Department); Rock Larson (Veterans Service); Marla Cummings (Finance); Amy Kaup (IT); Reuben Van Tassel (Maintenance); Tom Prete (CW Solutions contracted with Human Services)

**1) Call to Order**

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

**2) Quorum**

Rozar declared a quorum.

**3) Public Comments**

- Donna Rozar shared information received from Naloxone training.
- Sue Kunferman shared that representatives from Adams, Juneau, and Wood Counties met in Necedah today to discuss how collaboration can be achieved to protect groundwater. She reviewed the issues in Armenia and Port Edwards, the Armenia Grower's Coalition memorandum of understanding, where the group might focus efforts, the possibility of bringing in additional counties, and potential future activities. The group will meet again the end of April.

**4) Consent Agenda**

Motion (Fischer/Hokamp) to approve the consent agenda. All ayes. Motion carried.

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

- n/a

**6) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center  
Quarterly Reports – Veterans Service, Health Department**

Department staff answered specific questions regarding information in the financial statements and quarterly reports.

**7) Approval of bid for Edgewater Haven fire alarm replacement**

Reuben Van Tassel shared the project scope and bid for the fire alarm system replacement. Two additional project items were described and discussed. A resolution was presented to amend the 2019 budget for Edgewater Haven to transfer \$49,143.87 from Contingency for the purpose of funding the capital purchase necessary to replace the failing fire alarm system. Motion (Breu/Hokamp) to support the resolution as presented, forward it to the Executive Committee for co-sponsorship, and then on to the County Board for approval. All ayes. Motion carried.

**8) Edgewater Haven update on TBI transition**

Cindy Robinson provided an update with the transition. State regulations have been addressed as well as the current status of medical director needs.

**9) Human Services update of Brighter Futures Initiative Substance Use Prevention Program**

Lacey Piekarski introduced Tom Prete (CW Solutions), explaining the partnership with CW solutions for substance use prevention program in Wood County that serves youth age 14-20. Tom described in more detail the services provided. The program does not address substance use treatment, only prevention. Brighter Futures Initiative goals and timelines were shared.

**10) Discussion regarding control environment as related to 2016 resolution**

Rozar provided background explanation of the February 2016 resolution passed to adopt the "Control Environment" portion of the Wood County Accounting Policy Statement. The Finance Director initiated discussions at a recent Executive Committee meeting regarding concerns with communication between department accountants and the Finance Department. It was decided at the Executive Committee to bring this discussion to oversight committees to gather information from respective Department Heads regarding how they see increased collaboration between Finance and the accountants in their departments.

**11) Discussion regarding proposed changes to print management**

Rozar provided an explanation of the purpose of the resolution brought to the Executive Committee. The Executive Committee requested input from oversight committees before acting on the resolution. The IT Director, Amy Kaup, described current print management contracts which are expiring; and how new contracts will affect budgets. Amy explained that the resolution is intended to move projected cost savings from departments to IT for hardware investment. Amy explained these transfers will be budget neutral. IT is willing to work with department for necessary adjustments at the end of 2019.

**12) Health Department out-of-state travel request to attend the FD312 Special Processes at Retail Course in St Paul MN, April 16-17, 2019 with all expenses paid with grant funds**

Training details and learning objectives were shared in the Committee packet. Motion (Fischer/Buttke) to authorize attendance to the FD312 Special Processes at Retail Course in St Paul MN with all expenses paid using grant funds. All ayes. Motion carried.

**13) Health Department performance management survey of Health & Human Services Committee**

A short survey was given to Committee members. The survey is part of the performance measures of the Health Department management team. Completed surveys were returned to Health Department staff.

**14) Legislative Issue Updates**

Department heads provided updates regarding issues pertaining to their departments.

**15) Items for Future Agenda**

The Chair noted items for future agendas.

**16) Next Meeting(s)**

- February 28, 2019, 5:00 pm, Edgewater Haven, Administration Building, Conference Room 110 - Port Edwards

**17) Adjourn**

Motion (Fischer/Holbrook) to adjourn. All ayes. Motion carried. Meeting adjourned at 6:50 p.m.

Minutes taken by Kathy Alft and reviewed by Adam Fischer, Secretary.

Minutes subject to Committee approval

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Adam Fischer, Secretary  
Health and Human Services Committee