

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: April 27, 2017

PLACE: Edgewater Haven Conf Room 110/Admin Building - Port Edwards

PRESENT: Donna Rozar, Adam Fischer, Marion Hokamp, Dennis Polach, Jessica Vicente, Lori Slattery-Smith R.N., Tom Buttke, Brad Kremer, Jeffrey Koszczuk, D.O.

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink (Human Services); Jordon Bruce (Norwood Health & Edgewater Haven); Sue Kunferman, Kathy Alft, Nancy Eggleston, Ty Zastava, Kristie Egge (Health Department); Rock Larson (Veteran Services); Bill Clendenning (County Board Supervisor)

1) Call to Order

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

2) Quorum

The Chair declared a quorum present.

3) Public Comments

- n/a

4) Health Department presentation: Quality Improvement/Performance Management and CHA/CHIP

Ty Zastava (Health Department Emergency Preparedness/Family Health Supervisor) gave an overview of performance management in 2016. Ty described the components of the performance management system, shared success stories, and explained outcomes of quality improvement projects. Kristie Egge (Community Health Planner/Health Promotion Supervisor) explained the mandate of a Community Health Assessment (CHA) and the process leading to the development of a Community Health Improvement Plan (CHIP). Kristie identified the four health priorities: Mental Health Matters, AOD Prevention Partnership, Recreate Health (focusing on healthy activities and food environments), and Brighter Futures (achieving healthy growth & development).

5) Consent Agenda

Motion (Buttke/Vicente) to approve the consent agenda. 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
Quarterly Reports – Veterans Service, Health Department**

Financial statements and quarterly reports were reviewed with specific questions answered by appropriate Department Heads.

8) Information on options for Human Services/Cornerstone Services relocation

At the suggestion of County Board Chair Pliml, Chair Rozar met with Jason Angell (Director of Development Services, City of Marshfield) to identify options of building, leasing space (either in a build/lease situation or leasing existing square footage). Comparisons of these costs were shared. Chair Rozar reminded Committee members of Human Services need to vacate the Marshfield City Hall building by September 2018. There was a lengthy discussion surrounding concerns with bonding vs concern with the expense of leasing. There was Committee consensus that additional financial detail surrounding debt service is needed. Chair Rozar will follow-up with the Wood County Finance Department for cost of debt service.

9) SNF Medicaid Bundle Audit Proposal from Wipfli

Jordon Bruce shared reimbursement process of Medicaid patients. Jordon explained how Wipfli can assess the current process and provide recommendations that could increase revenue. Jordon believes the investment of cost for the review would easily be recovered with increased Medicaid revenue. There was Committee consensus to support the review by Wipfli.

10) Update of TBI move to Edgewater Haven

Jordon Bruce explained what would be an ideal layout for a 15-bed TBI unit; however, he shared concerns with the bathrooms. Jordon recommends a plan to invest in upgrades as needed (regardless if for TBI unit or nursing home patients). Jordon will continue to research the potential costs and return to Committee with numbers.

11) Discussion of changing the Overtime rule for Norwood Nurses

Jordon Bruce explained the situation with turnover in nursing staff and the need for more flexible work schedules. Jordon will work with Human Resources to implement a change in the overtime rule, allowing for improved flexibility and retention.

12) Discussion of flexible scheduling for Human Services Department

Brandon Vruwink explained reasons behind the request for flexible scheduling which would include evening hour operations to better meet client needs. Brandon will work with Human Resources to develop a policy. Motion (Buttke/Fischer) to allow Brandon Vruwink to pursue the flexible scheduling policy change. All ayes. Motion carried.

13) Health Department 2017 County Health Rankings

Sue Kunferman explained how work on the County Health Rankings is done nationwide. She described the framework of data with health outcomes, health factors, and policies & procedures.

14) Discussion on Educational Reimbursement Policy

Brandon Vruwink noted there is no educational reimbursement policy in the Wood County Personnel Handbook. Brandon brings this to the Committee to make the members aware of requests for reimbursement from Human Services staff. In light of the Executive Committee having approved reimbursement for a Wood County employee, Brandon has since received several emails with similar requests. Motion (Fischer/Kremer) to put any requests for advanced educational reimbursement on hold until revision of the Wood County Employee Handbook is adopted. All ayes. Motion carried.

15) Discussion of Human Services Department Organizational Structure

Chair Rozar shared clarification of the process to bring Edgewater Haven under the umbrella of Human Services. Corporate Counsel has informed her that a resolution will be required. This will necessitate a resolution to change the wording in the County Board Rules that currently states Edgewater Haven is a stand-alone Department. Motion (Koszczuk/Hokamp) to develop a resolution changing County Board rules to allow the organizational change. The resolution will be presented at the May Committee meeting. All ayes. Motion carried.

16) Invitation to Committee members to attend the National Association of Local Boards of Health (NALBOH) Annual Conference August 2-4 in Cleveland Ohio with all expenses paid with grant funds

Sue Kunferman shared conference objectives. Motion (Fischer/Slattery-Smith) to authorize up to two Committee members to attend this conference. Individuals interested in attending should contact Sue as soon as possible. All ayes. Motion carried.

17) Health Department out-of-state travel request to attend the Health Care Coalition Response Leadership Course in Alabama, July 9-13 with all expenses paid with grant funds

Sue Kunferman shared conference details and learning objectives. Motion (Buttke/Vicente) to authorize attendance to the Health Care Coalition Response Leadership Course in Alabama with all expenses paid with grant funds. All ayes. Motion carried.

18) Update regarding relocation of departments to the River Block Building and in the Courthouse

Health Department is finishing their move this week. Human Services will begin their move late May.

19) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

20) Items for Future Agenda

The Chair noted items for future agendas.

21) Next Meeting(s)

- May 25, 2017, 5:00 pm, Wood County Annex & Health Center Classroom – Marshfield

22) Adjourn

Motion (Fischer/Kremer) to adjourn. All ayes. Motion carried. Meeting adjourned at 8:14 p.m.

Minutes taken by Kathy Alft and reviewed by Marion Hokamp, secretary.

Minutes subject to Committee approval

Marion Hokamp, Secretary
Health and Human Services Committee