

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: April 25, 2019

PLACE: Edgewater Haven, Administration Building, Conference Room 110 - Port Edwards

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

EXCUSED: - - -

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Mary Solheim, Jordon Bruce, Jo Timmerman, Steve Budnik (Human Services); Kathy Alft, Sue Kunferman, Ashley Normington (Health Department); Rock Larson (Veterans Service); Reuben Van Tassel (Maintenance); Jake Hahn, Bill Clendenning (County Board Supervisors); Doug Machon (County Board Chair); Shawn Becker (Sheriff); Peter Kastenholz (Corporate Counsel); Kim McGrath (Human Resources); Heather Wellach

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

- n/a

4) Consent Agenda

Motion (Buttke/Breu) 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 – Health Department, Veterans Service**

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

7) Facilities Manager position description

Chair Rozar explained why this agenda item was presented for discussion. A facilities manager would benefit Human Services as it deals with managing buildings within the Department. Brandon Vruwink shared specific examples of how the level of expertise with the proposed position would benefit Human Services. Supervisor Fischer explained his reason for opposing the position at the Executive Committee was driven by lack of clarity within the job description. He has since then had his concerns addressed by both the Maintenance Director and Human Resources Director. Motion (Fischer/Buttke) to refer the position back to the Executive Committee for reconsideration. All ayes. Motion carried.

8) Discussion of Committee's role regarding the dissemination of issue information by departments

Chair Rozar explain why this agenda item was presented for discussion, noting concerns were shared with her regarding the Health Department putting information in newspaper prior to recent referendums on the ballot. Sue Kunferman explained that the information was submitted from a law enforcement perspective as a press release and ended up as a Letter to the Editor. Sue described a Health Officer's statutory responsibilities and presented sources that guide decisions of information disseminated to the public. General discussion occurred regarding this issue.

9) Update on relocation of Cornerstone to City Hall Plaza

Chair Rozar provided an update of the lease for Cornerstone's relocation with the City. This lease will transfer to the new owners of City Hall Plaza on May 1 when the sale of the property is finalized.

10) Norwood Health out-of-state travel request for Larry Burt, Dietary Manager, to attend the Martin Brothers Food Show in Des Moines IA, June 3-4, 2019 with all expenses paid from congregate meal program non-tax levy dollars

Jordan Bruce provided an explanation for the request. Motion (Fischer/Hokamp) to authorize attendance to the Martin Brothers Food Show in Des Moines IA with all expenses paid using congregate meal program non-tax levy dollars. All ayes. Motion carried.

11) Invitation to Committee members to attend the WCHSA 2019 Spring Conference May 1-3, 2019 in Elkhart Lake WI

Committee members were notified of this Conference opportunity. Brandon Vruwink noted there is no agenda posted yet for this conference. No action taken on agenda item.

12) Committee out-of-state travel request to attend 2019 NALBOH Annual Conference in Denver CO, August 14-16, 2019 with all expenses paid with grant funds

Conference details and learning objectives were shared in the Committee packet. Motion (Breu/Buttke) to authorize attendance for one Committee member to the 2019 NALBOH Annual Conference in Denver CO with all expenses paid using grant funds. All ayes. Motion carried.

13) Health Department Annual Report presentation

Sue Kunferman distributed the 2018 Health Department Annual Report and shared program highlights.

14) RN citizen appointment to Committee

Motion (Holbrook/Breu) to recommend the appointment of Heather Wellach to the County Board Chairman as the RN appointed member of the Committee. All Ayes. Motion carried. Heather was introduced at the beginning of the meeting and those in the room introduced themselves.

15) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

16) Items for Future Agenda

The Chair noted items for future agendas.

17) Committee may go into closed session pursuant to 19.85(1)(g) to confer with counsel on a pending ERD/EEOC case

Motion (Fischer/Holbrook) to convene into closed session pursuant to Wis. Stat. 19.85(1)(g) Wis. Stats. to confer with counsel on a pending ERD/EEOC case. Rozar: Aye, Fischer: Aye, Breu: Aye, Hokamp: Aye, Holbrook: Aye, Buttke: Aye, Vicente: Aye, Kulick: Aye. Motion carried. The Committee went into closed session at 6:05 pm.

18) Return to open session

Motion (Breu/Fischer) to return to open session at 7:07 p.m. All ayes. Motion carried.

19) Committee may go into closed session pursuant to 19.85(1)(e) for competitive or bargaining reasons to discuss compensation for interim administrator at Edgewater Haven

Motion (Vicente/Fischer) to convene into closed session pursuant to Wis. Stat. 19.85(1)(e) Wis. Stats. for competitive or bargaining reasons to discuss compensation for interim administrator at Edgewater Haven. Rozar: Aye, Fischer: Aye, Breu: Aye, Hokamp: Aye, Holbrook: Aye, Buttke: Aye, Vicente: Aye, Kulick: Aye. Motion carried. The Committee went into closed session at 7:08 p.m.

20) Return to open session

Motion (Hokamp/Breu) to return to open session at 7:16 p.m. All ayes. Motion carried.

21) Next Meeting(s)

- May 23, 2019, 5:00 pm, Wood County Annex & Health Center, Classroom – Marshfield

22) Adjourn

Rozar declared the meeting adjourned at 7:17 p.m.

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

Minutes subject to Committee approval

Adam Fischer, Secretary
Health and Human Services Committee