

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** April 26, 2018

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

**PRESENT:** Donna Rozar, Adam Fischer, Al Breu, Marion Hokamp, Mark Holbrook, Jessica Vicente, Tom Buttke, Lori Slattery-Smith, R.N., Eric Quivers, M.D. (arrived during agenda item 8)

**EXCUSED:** - - -

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink, Cindy Robinson, Stephanie Gudmunsen, Jo Timmerman, Jordon Bruce (Human Services Department); Sue Kunferman, Kathy Alft, Amber France (Health Department); Rock Larson (Veteran Services); Reuben Van Tassel (Maintenance Director); Bill Clendenning, Bill Leichtnam, Dennis Polach (County Board Supervisors); Georgi Sartain (Recover Hope Ranch)

**1) Call to Order**

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

**2) Quorum**

A quorum was declared.

**3) Election of Committee Chair**

Rozar called for nominations for Chair. Fischer nominated Rozar. Motion (Buttke/Fischer) to close nominations and cast a unanimous ballot for Rozar as Chair. All ayes. Motion carried

**4) Election of Committee Vice-Chair**

Rozar called for nominations for Vice-Chair. Buttke nominated Breu. Vicente nominated Holbrook. Holbrook declined the nomination (stated he wanted to learn before assuming a leadership position). Motion (Fischer/Breu) to close nominations and cast a unanimous ballot for Breu as Vice-Chair. All ayes. Motion carried.

**5) Election of Committee Secretary**

Rozar called for nominations for Secretary. Breu nominated Fischer. Motion (Buttke/Hokamp) to close nominations and cast a unanimous ballot for Fischer as Secretary. All ayes. Motion carried

**6) Public Comments**

None

**7) Human Services Recover Hope Ranch Presentation**

Stephanie Gudmunsen introduced Georgi Sartain, co-founder of Recover Hope Ranch. Georgie described the program established to support men in drug and alcohol recovery. Recover Hope Ranch is one of many models available to Human Service for treatment services.

**8) Consent Agenda**

Human Services narrative pulled. Chair Rozar explained the intent of a consent agenda. Motion (Fischer/Breu) to approve the consent agenda. All ayes. Motion carried.

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

- HUMAN SERVICES – Brandon Vruwink responded to Supervisor Fischer’s question regarding the comment by Beth Ferdon with challenges in recruiting and equipping foster homes to manage youth with unresolved trauma and behavioral issues. Motion (Buttke/Fischer) to approve the Human Services narrative. All ayes. Motion carried.

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

Financial statements and quarterly reports reviewed with specific questions answered by appropriate department staff.

**11) Human Services Adhoc Committee member replacement appointment**

Supervisor Breu was appointed to replace Supervisor Kremer on the Adhoc Committee.

**12) Norwood discussion regarding continuing to accept adolescents on the hospital unit**

Jordon Bruce described the process with accepting adolescents on the hospital unit. Jordon shared many concerns with the current process and explained a potential citation we may receive because of the recent Admissions Unit survey. Motion (Buttke/Vicente) to discontinue accepting adolescents on the hospital unit effective immediately. Stephanie Gudmunsen spoke on the impact of this decision with Crisis Center Interventionists and local law enforcement agencies. Jordon responded to Committee member questions and concerns. A vote was called. All ayes. Motion carried. Several suggestions were made to consider collaborative efforts to continue to serve adolescents in need.

**13) Ratify Governing Body By-laws for Norwood**

Jordon Bruce explained the requirement for Governing Body By-laws distributed to the Health & Human Services Committee and changes to the Medical Staff By-laws. The documents will be reviewed by Committee members and presented next month for approval and signatures.

**14) Findings and discussion of the Admissions Unit hospital survey**

Jordon Bruce shared findings of the Admissions Unit survey specific to addressing possible suicide. A ligature mitigation plan is required for continued certification. Jordon explained the proposed plan and cost estimates to Committee members. Motion (Holbrook/Quivers) to proceed with using unexpended capital dollars for mitigation plan for ligature risks and present a resolution to Executive Committee for additional funding needed to complete remaining work on the mitigation plan. All ayes. Motion carried.

**15) Edgewater Haven credit card request**

Motion (Breu/Buttke) to authorize additional credit card for Edgewater Haven Administrator. All ayes. Motion carried.

**16) Edgewater Haven replacement sign**

Cindy Robinson explained the damage to the Edgewater Haven sign that occurred during tree removal. Since that time, the tree removal service filed for bankruptcy. The \$1,000 balance owed to the tree removal service was not paid. Jo Timmerman will discuss financing options with Finance Director for a replacement sign.

**17) Edgewater Haven renovation update**

Reuben Van Tassel provided an update with the Edgewater Haven renovation project and an issue that arose with asbestos removal.

**18) Health Department Quality Improvement/Performance Management Presentation**

Amber France, Nutrition & Lactation Program Supervisor, provided a brief introduction to Performance Management and presented outcomes of the 2017 Health Department Quality Improvement projects and measures of the Performance Management reviews.

**19) Health Department out-of-state travel request to attend the FDA Regional Seminar in Louisville KY, August 27-30, 2018 with all expenses paid with grant funds**

Conference details and learning objectives were shared in Committee packet. Motion (Buttke/Fischer) to authorize attendance to the FDA Regional Seminar with all expenses paid with grant funds. All ayes. Motion carried.

**20) Health Department out-of-state travel request to attend the Health Care Coalition Response Leadership Course in Anniston AL, May 29-June 2, 2018 with all expenses paid with grant funds**

Conference details and learning objectives were shared in Committee packet. Motion (Hokamp/Breu) to authorize attendance to the Health Care Coalition Response Leadership Course with all expenses paid with grant funds. All ayes. Motion carried.

**21) Discussion of Human Services Space Needs in Marshfield**

Brandon Vruwink and Chair Rozar explained current logistics of the Human Services program locations and desire to bring all program services under one roof. The former City Hall building is in the process of being sold and a 2-story attachment (where the Parks and Rec Department used to be and Tennis court is) has potential for consideration. The new property owners are looking for some cost sharing with renovation costs involved in the potential relocation/remodeling. There was a lengthy discussion regarding square footage needs and possible leasing costs. Arrangements will be made for Committee members to tour the space and further discuss this issue.

**22) Legislative Issue Updates**

Department heads provided updates regarding issues pertaining to their departments.

**23) Items for Future Agenda**

The Chair noted items for future agendas.

**24) Next Meeting(s)**

- May 10, 2018, 4:00 pm, City Hall Plaza, Lobby – Marshfield
- May 15, 2018, 9:00 am, Wood County Courthouse - Wisconsin Rapids (this will be a joint Executive Committee / Health & Human Services Committee meeting)
- May 24, 2018, 5:00 pm, Wood County Annex & Health Center Classroom - Marshfield

**25) Adjourn**

Chair Rozar declared the meeting adjourned at 8:25 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