

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – July 11, 2016**

1. The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Supervisor Allen at 4:01 p.m.
2. **Roll Call of Board Members:** Present: Jack Allen, Robert Grabarski, Fran Dehmlow, Dr. Gannon, Teresa Harvey-Beversdorf, Scott Colburn, Peter Hickethier, Lori Djumadi and Deb Johnson-Schuh.

Health & Human Services Staff Present: Kelly Oleson, Diane Osborn, Cindi Flynn, Sarah Grosshuesch, Sherrie Manning, Wendy Pierce, Donna Richards, Kay Saarinen-Barr and Ruth Horndasch.

Veterans Services Staff Present: Steve Dykes

Also in attendance: County Manager, Thad Kubisiak

3. **Was the meeting properly noticed?** Yes
4. **Approval of Agenda** – Motion was made to approve the July 11, 2016 Health & Human Services & Veterans Services agenda by Hickethier/Colburn. Motion carried by UVV.
5. **Approval of Minutes – June 13, 2016** – A motion was made to approve the June 13, 2016 Health & Human Services & Veterans Services minutes by Harvey-Beversdorf/Johnson-Schuh. Motion carried by UVV.
6. **Public Comment** – None
7. **Correspondence** – Director Oleson stated that a letter was received from the Greater Wisconsin Agency on Aging Resource, Inc. (GWAAR) thanking ADRC Manager, Richards for program accomplishments, advocating for the elderly and being in compliance with the Wisconsin Elders Act.
8. **Announcements** –None

Veterans Service

1. **Veterans Service Officer's Report June 2016.** A written report was submitted to the HHS Board prior to the meeting. Veterans Service Officer Dykes reviewed his report for the Board and stated that the check from the WDVA was received for \$10,000 not \$10,500.
2. **Review and approval of June 2016 Veterans Service Vouchers and Financial Report.** A motion was made by Grabarski/Colburn to approve the Veterans Service vouchers and financial reports for June 2016. Motion carried by UVV.

Veteran Services Officer Dykes was excused at 4:08 p.m.

Health & Human Services

1. **Review May 2016 Health & Human Services Financial Report.** A motion was made to approve the May 2016 Health & Human Services Financial Report by Colburn/Hickethier. Motion carried by UVV.
2. **Review & Approval May 2016 Health & Human Services Vouchers.** A motion was made to approve the May 2016 Health & Human Services Vouchers by Hickethier/Colburn. Motion carried by UVV.
3. **Director's Report & Manager Narratives.** A written report was submitted to the HHS Board prior to the meeting. Director Oleson thanked Dr. Gannon for her time on the HHS Committee and wished her well. Another physician candidate for the Committee is being sought. Oleson stated that Financial Manager, Pierce would be providing an update to ECHO & WIMCR during her report. County Manager, Kubisiak stated that he attended governmental accounting training in Eau Claire and will be sending two fiscal staff from HHS to this training. Supervisor Grabarski provided the Committee with an update from the Admin/Finance meeting regarding WIMCR.

Division Updates –

ADRC – ADRC Manager Richards stated that the 4th of July parade went well with 10 seniors participating by decorating the float and walking in the parade. The seniors promoted the dining sites.

Economic Support – Economic Support Manager reported that the Managers Evaluation Review (MER) made a surprise visit today and audited lobby services.

Fiscal Services – Fiscal Manager, Pierce stated that as of today, \$180,000 has been received in revenues associated with programs through March. Supervisor Grabarski asked Pierce how she rated ECHO as this point. Pierce stated that she is confident that it will be a good product for Health & Human Services. Oleson and

Pierce answered general questions about WIMCR. WIMCR handouts from the June meeting will be sent to Committee members Djumadi and Allen. Pierce stated that she will report on WIMCR and ECHO each month in her board narrative.

Long Term Support – Long Term Support Manager Osborn reported that the Director from Juneau County contacted Director Oleson to compliment Adult Services Case Worker Klemetson for her professionalism and assistance with a case. Juneau Director also complimented CFS Supervisor Schiferl for her assistance with the Juneau CFS Division.

Practical Cents – Practical Cents Manager Manning reported that the store has been very busy this summer.

Public Health – Public Health Officer Grosshuesch reported that WEA Health Trust will be providing services to county staff to help staff reduce their health risks and reduce insurance rates. These services will be paid for with a grant. Letters will be sent to at-risk staff. Grosshuesch also reported that signage regarding the blue/green algae has been posted at Castle Rock Lake beaches.

4. **Administration: Update on electronic health record (ECHO) implementation.** Director Oleson stated that fiscal staff will be attending ECHO training July 12-14. Work in ECHO continues for treatment plans, reports and other documents that will be useful for staff. ECHO has provided credits to the cost of the HHS project for approximately \$20,000 and have provided other payment reviews at no-cost. An in-house staff person has been dedicated to working on the ECHO software development which has benefited staff by providing on-site help and troubleshooting. The Fiscal Division will look to restructure and evaluate division needs which will be brought to the HHS Committee at a future meeting. Fiscal Manager Pierce stated that she anticipates the ECHO training will be beneficial for the billers and will allow them to move forward with processing payments.
5. **Aging/ADRC: Discuss and/or approve resolution to authorize Health & Human Services to apply for capital grant funds to acquire vehicles for the transportation of elderly and disabled citizens of Adams County.** Director Oleson provided a handout to the Committee members outlining the current state of each HHS vehicle and their uses. The Committee briefly discussed the resolution and ways to offset costs. Motion to approve resolution to authorize Health & Human Services to apply for capital grant funds under 49 U.S. Code Chapter 5310 to prepare and submit applications as necessary for state and federal capital grant funds to acquire vehicles for the transportation of elderly and disabled citizen of Adams County by Djumadi/Harvey-Beversdorf. Motion carried by UVV.
6. **Behavioral Health: Discuss behavioral health needs in Adams County.** Director Oleson reported that the Central Wisconsin Health Partnership (CWHP) Public Health Officers have collected statistical data for our regional community health assessment.

Director Oleson reviewed a handout that ranked population, mental health providers/ratios, overall health rankings of health outcomes and health factors for five counties. Of the five counties responding, Adams County's ratio between providers and the population is much higher than neighboring counties. Additionally, overall health outcome rankings place Adams County 70th out of 72 counties and overall health factors rank 67th out of 72 counties. The Committee briefly discussed these findings. Director Oleson stated that there is support to improve services from community partners.

7. **Long Term Support: Update on Family Care 2.0.** Director Oleson reminded the Committee that the Family Care 2.0 Concept Paper has been formally withdrawn. It is expected that the State will move forward with transitioning counties into Family Care, it is just not known when or how. Family Care will be removed from the agenda until there is new information to report.

8. **Public Health: Discuss and/or approve Community Health Specialist job description (formerly Public Health Nurse Position).** Public Health Officer Grosshuesch distributed and discussed two handouts that outline the justification for the request to redefine the former Public Health Nurse position to the Community Health Specialist position. Grosshuesch reviewed what duties would shift to Public Health Nurses and what duties the Community Health Specialist would have. After a brief discussion, a motion was made to approve the Community Health Specialist job description by Hickethier/Colburn. Motion carried by UVV.

9. **Next Regular Meeting Date** – Monday, August 8, 2016 @ 4:00 p.m.

10. **Adjournment:** Motion to adjourn at 5:45 p.m. by Colburn/Johnson-Schuh. Motion carried by UVV.

*These minutes have been approved by the committee.
Minutes respectfully submitted by Ruth Horndasch.*



Jack Allen –Chairperson



Ruth Horndasch – Recording Secretary