

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – May 9, 2016**

1. The Adams County Health & Human Services and Veterans Service Board meeting was called to order by County Clerk Cindy Phillippi at 4:01 p.m.

2. **Roll Call of Board Members:** Present: Robert Grabarski, Fran Dehmlow, Dr. Gannon, Teresa Harvey-Beversdorf, Lori Djumadi, Scott Colburn, Peter Hickethier and Jack Allen. Absent excused: Deb Johnson-Schuh

Health & Human Services Staff Present: Kelly Oleson, Diane Osborn, Cindi Flynn, Sarah Grosshuesch, Sherrie Manning, Donna Richards, Kay Saarinen-Barr (5:00pm) and Ruth Horndasch. Absent excused: Wendy Pierce

Veterans Services Staff: Steve Dykes

Also in attendance: County Manager, Thad Kubisiak and County Clerk, Cindy Phillippi

3. **Election of Chair** – County Clerk Phillippi opened the floor for nominations for the election of the Chair position on the Health & Human Services Board. Supervisor Grabarski nominated Supervisor Allen as Chair. A call for nominations was made 3 times. Motion was made to elect Supervisor Allen as the Health & Human Services Board Chair by Grabarski/Hickethier. Motion carried by UVV.
4. **Election of Vice-Chair** – Supervisor Chair Allen opened the floor for nominations for the election of the Vice-Chair position on the Health & Human Services Board. Supervisor Hickethier nominated Supervisor Grabarski. A call for nominations was made 3 times. Motion was made to elect Supervisor Grabarski as the Health & Human Services Vice-Chair by Gannon/Djumadi. Motion carried by UVV.
5. **Elect Recorder of Minutes** – Supervisor Chair Allen recommended that Support Services Coordinator Horndasch be elected as the Recorder of Minutes for the Health & Human Services Board. Board member Harvey-Beversdorf nominated Horndasch. Motion was made to elect Horndasch as the Recorder of Minutes for the Health & Human Services Board by Hickethier/Colburn. Motion carried by UVV.
6. **Was the meeting properly noticed?** Yes

- 7. Approval of Agenda** – Motion was made to approve the May 9, 2016 agenda by Grabarski/Hickethier. Motion carried by UVV.
- 8. Approval of Minutes – April 11, 2016** – A motion was made to approve the April 11, 2016 minutes by Grabarski/Gannon. Motion carried by UVV.
- 9. Public Comment** – None
- 10. Correspondence** – ESS Proclamation received from the Governor’s Office recognizing the hard work of Economic Support Specialists declaring April 18 – 22, 2016 as Economic Support Specialists & Case Mangers Week. A donation letter from the U.S. Charitable Gift Trust and check in the amount of \$2,000 was received by Public Health for the Cribs-in-Crisis program.
- 11. Announcements** – Supervisor Allen thanked Supervisor Djumadi for staying on the HHS Committee as a citizen member.

Veterans Service

- 1. Veterans Service Officer’s Report May 2016.** Veteran Service Officer Dykes reviewed the Veterans Services written report for the Board and highlighted that the CVSO attended the Quarterly Adams County Veterans Service Commission meeting. Officer Dykes passed out 3 documents; CVSO Budget Analysis, Minutes of the April 12, 2016 Veterans Service Commission and a memo from the State of Wisconsin Department of Veterans Affairs. Dykes reminded the HHS Board that flags are no longer reimbursable by the State of Wisconsin Department of Veterans Affairs. Officer Dykes and HHS Board Members had a lengthy discussion concerning the memo from the Department of Veterans Affairs. Allen suggested that a meeting should be set up with Superintendent Colburn, Officer Dykes and himself to discuss the matter further.
- 2. Review and approval of April 2016 Veterans Service Vouchers and Financial Report.** A motion was made by Colburn/Djumadi to approve the Veterans Service vouchers and financial reports for April 2016. Motion carried by UVV.

Veteran Services Officer Dykes was excused at 4:35 p.m.

Health & Human Services

- 1. Review & Approval Health & Human Services March 2016 Financial Report & Vouchers.** Superintendent Djumadi expressed concerns about mileage expenses for staff

and inquired if the Department needed a vehicle. Director Oleson stated that travel is required for staff to attend trainings, meetings and home visits. Oleson also stated that a transportation grant is available and Diane Osborn and Donna Richards will pursue looking into applying for the grant. The vehicle grant will be brought to the HHS Committee before submission. Additional questions concerning vouchers were answered by Oleson and Division Heads. A motion was made to approve the March 2016 Health & Human Services Financial Report & Vouchers by Hickethier/Gannon. Motion carried by UVV.

- 2. Director's Report & Managers Narratives.** A written report was submitted to the HHS Board prior to the meeting. Director Oleson asked Board Members if they had additional questions. Supervisor Grabarski asked for an update on ECHO. Oleson stated that ECHO has been frustrating because the system has not allowed consistent billing and no billing for 2016 has been successfully completed. County Manager, Kubisiak added that he is attending weekly meeting with ECHO and is holding them accountable. Corporation Counsel will review the ECHO contract and Oleson will look into other EHR software systems and contact other Health & Human Services Departments for alternative options.

Division Updates – Public Health Officer Grosshuesch passed out a news brief from the National Association of Local Boards of Health (NALBOH). Grosshuesch also invited Board Members to attend the annual WPHA (Wisconsin Public Health Association)/WALHDAB (Wisconsin Association of Local Health Departments and Board) conference to be held May 25-26 in Appleton.

- 3. Administration: Discuss HHS Committee Orientation Plan.** Director Oleson offered the Board an orientation of Health & Human Services. Options included a tour of the 3 sites, monthly division updates and/or a management team presentation. Board Members expressed an interest in taking a tour that would include a presentation from each division area. Oleson will propose a date for the orientation to take place.
- 4. Administration: Distribution of the 2015 Health & Human Services Annual Report.** Director Oleson distributed the Health & Human Services 2015 Annual Report to the Board. Oleson outlined each section and encouraged the Board to read and contact her or any manager should they have questions.
- 5. Administration: Discuss WIMCR payback and impact on the Health & Human Services budgets for 2015 and 2016.** County Manager, Kubisiak passed out a document to the Board to explain the deficit in WIMCR. Kubisiak stated that safe guards will be in place moving forward. This issue will be added to the Admin/Finance Meeting for additional discussion on May 13th.

- 6. Behavioral Health: Discuss behavioral health needs in Adams County.** Director Oleson passed out Behavioral Health Statistics for Crisis Services and Psychiatry to the Board. Oleson explained that the number of crisis and psychiatry clients has risen steadily over the past 4 years. Clients are waiting 9 weeks to see a psychiatrist and follow up appointments are 4 months out. Psychiatric hospitalizations has decreased 41% and the average cost per person for hospitalization in 2015 was \$6,355.10 per person.
- 7. Long Term Support: Update on Family Care 2.0.** Director Oleson stated that there is no new update on the roll out Family Care 2.0. Supervisor Allen asked that this item be kept on the agenda.
- 8. Long Term Support: Discuss and/or approve resolution for Out of State Travel to Orlando, FL for Lauren Heitman to attend Project SEARCH Conference.** Long Term Support Manager Osborn stated that Lauren Heitman was selected to attend the conference because she has been an instrumental member of the SEARCH program that works with high school seniors with disabilities transition into the workplace. The out of state travel is 100% reimbursable which equals no-cost to the department. Motion to approve resolution for Out of State Travel to Orlando, FL for Lauren Heitman to attend Project SEARCH Conference by Hickethier/Harvey-Beversdorf. Motion carried by UVV.
- 9. Public Health: Presentation on Adams County 2016 Health Rankings.** Public Health Officer Grosshuesch presented a PowerPoint presentation explaining Adams County health rankings and as it compares to other Wisconsin counties.
- 10. Public Health: Review and update on the Environmental Health Commission.** Public Health Officer Grosshuesch passed out slides and updated the Board concerning the upcoming changes to the Environmental Health Commission.
- 11. Next Regular Meeting Date – Monday, June 13, 2016 @ 4:00 p.m.**
- 12. Adjournment:** Motion to adjourn at 6:15 p.m. by Gannon/Colburn. Motion carried by UVV.

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

Bob Grabarski – Vice -Chairperson

Ruth Horndasch – Recording Secretary