

SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

Sheboygan County Health and Human Services Department
1011 North 8th Street
Sheboygan WI 53081
Room 413

July 1, 2014

Called To Order: 8:30 A.M.

Adjourned: 10:30 A.M.

MEMBERS PRESENT: Supervisor Kris Wheeler – Chair; Supervisor Vernon Koch – Vice Chair; Supervisor Jacob Van Dixhorn – Secretary; Supervisor Roger Otten, Supervisor Jim Baumgart, Mr. Curtiss Nyenhuis, Ms. Barbara Dodge, and Ms. Peggy Feider

MEMBERS ABSENT: Supervisor Brian Hoffmann

ALSO PRESENT: Tom Eggebrecht, Tim Gessler, Martin Bonk, Karlyn Raddatz, Shannon Otten, Dave Roettger, Jill Spielvogel, Marie Seger, Barry Neumann, Trisha Lund, Brenda Malcore, Seanah Gillis, Ruth Ruiz, Barb Kultgen, and Nancy Koene

Supervisor Wheeler called the meeting to order at 8:30 a.m.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

The Health and Human Services Department received an e-mail noting that the agenda for the July 1, 2014 meeting of the Health and Human Services Committee was posted on June 26, 2014, at 12:30 p.m., in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: June 17, 2014 HEALTH AND HUMAN SERVICES COMMITTEE MEETING MINUTES

Curtiss Nyenhuis moved and Roger Otten seconded to approve the minutes of the June 17, 2014 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE

Tom Eggebrecht introduced Julie Bruinooge, taking the meeting minutes, to the Committee. Julie B. is covering while Julie Schaefer is on vacation.

Tom Eggebrecht mentioned the Art Car article in the paper. Barb Dodge explained that the Culinary Art Car project is part of the John Michael Kohler Arts Center's (JMKAC) Connecting Communities program to help educate the public on healthy eating. JMKAC partnered with professional artists, local organizations, and members of the community to complete project. The goal is to have the truck finished for the Midsummer Festival of the Arts.

Tom Eggebrecht mentioned that budget planning has been initiated. Department staff are scheduled to meet with Adam Payne on August 15, 2014. It is expected that Committee approval of the budget will in turn be scheduled for August 19, 2014.

Martin Bonk introduced three new employees: Brenda Malcore, Child Protective Services (CPS) intake, Seanah Gillis, CPS ongoing, and Ruth Ruiz, wrap around.

CONSIDERATION OF RESOLUTION NO – 17-14-15 BY THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN

After discussion, Curtiss Nyenhuis moved and Roger Otten seconded to receive for information Resolution No – 17-14-15 by the Common Council of the City of Sheboygan. Motion carried unanimously.

REPORT ON HEALTH AND HUMAN SERVICES DEPARTMENT'S 2015 BUDGET PUBLIC HEARINGS – Tom Eggebrecht

Tom Eggebrecht gave brief update on the Department's public hearings and thanked Jacob VanDixhorn & Curtiss Nyenhuis for attending both and Roger Otten and Jim Baumgart for attending in Sheboygan. The hearings had low attendance with 4 attending in Sheboygan and none in Plymouth. Those present supported the Department's consideration of establishing central intake for Department services and expanding mental health support for children and families.

CONSIDERATION OF AGING AND DISABILITY RESOURCE CENTER BUDGET INCREASE – Shannon Otten

Shannon informed the Committee the Aging and Disability Resource Center has received an additional grant in the amount of \$16,482. This grant is intended to be used for expenses incurred for the ADRC Outreach/Marketing Project. In alignment with the grant increase, the Department is requesting a budget increase of \$16,842 to the following accounts:

- ADRC – State Grant
- Advertising

Vernon Koch moved and Barb Dodge seconded to approve the budget increase of \$16,842 to the ADRC – State Grant and Advertising accounts and forward this request to the Finance Committee for consideration. Motion carried unanimously.

DISCUSSION AND CONSIDERATION OF AGING AND DISABILITY RESOURCE CENTER GARDEN/PATIO – Jill Spielvogel and Marie Seger

Jill Spielvogel presented architect plans, donated by Hameister Architects along with their time. Jill explained the drawings, along with hopes to have a pergola, plants, raised gardens, and seating. She explained the patio will be a place to be used for meal participants, performances, caregiver's coalition, and prevention classes. Staff are seeking grants to help pay for seating.

Marie informed the Committee that \$6,000 was budgeted in the Systems Support Costs Account in 2014 for the cost of our SAMS documentation and reporting system. After completion of the budget, the State ADRC Program made the decision to pay the cost of the system for all Wisconsin ADRCs in 2014, leaving the Systems Support Costs Account with a positive variance of \$6,000. Marie informed the Committee that she is requesting that the \$6,000 in the Systems Support Costs Account be transferred to the Capital Outlay Building Improvements Account to facilitate the purchase of a concrete base for the ADRC Patio. Marie Seger informed the Committee that grants explored will not provide for capital improvements. A hand out was given explaining the ADRC Patio Garden Budget showing donations of \$4,804 to date and a cost of \$3737 remaining.

After discussion, Vernon Koch moved and Barb Dodge seconded to approve the transfer of \$6,000 in the Systems Support Costs Account to the Capital Outlay Building Improvements and forward this request to the Finance Committee for consideration. Motion carried unanimously.

CONSIDERATION OF ADRC/ELDER SERVICES SOCIAL WORKER RECRUITMENT REQUEST – Tom Eggebrecht

Tom Eggebrecht presented a Vacant Position Request/Hourly Position for an ADRC/Elder Services Social Worker and explained the necessity of filling this position.

Roger Otten asked if this was in the budget. The position was included in the budget and the Department will be using a vacant social worker position to fill it.

Barb Dodge moved and Jacob Van Dixhorn seconded to approve the Vacant Position Request/Hourly Position for an ADRC/Elder Services Social Worker. Motion carried unanimously.

CONSIDERATION OF TWO ECONOMIC SUPPORT SPECIALIST RECRUITMENT REQUESTS – Tim Gessler

Tim Gessler presented two Vacant Position Request/Hourly Positions for two Economic Support Specialists and explained the necessity of filling these positions. Neng Thor and Jan Hinz are resigning.

Jacob Van Dixhorn moved and Barb Dodge seconded to approve the two Vacant Position Request/Hourly Positions for two Economic Support Specialists. Motion carried unanimously.

CONSIDERATION OF WHEAP LIMITED TERM EMPLOYEE RECRUITMENT REQUEST (2) – Tim Gessler

Tim Gessler presented a Vacant Position Request/Hourly Position for two WHEAP Limited Term Employees and explained the necessity of filling these positions.

Roger Otten moved and Vernon Koch seconded to approve the Vacant Position Request/Hourly Position for two WHEAP Limited Term Employees. Motion carried unanimously.

Peggy Feider left the meeting at 9:20 A.M.

CONSIDERATION OF FOOD, SAFETY, AND LICENSING PROGRAM FEE INCREASE; CONSIDERATION OF ADDING A SANITARIAN POSITION TO THE TABLE OF ORGANIZATION; CONSIDERATION OF BECOMING A DEPARTMENT OF AGRICULTURE, TRADE, AND CONSUMER PROTECTION AGENT – Dave Roettger/Karlyn Raddatz

Karlyn Raddatz and Dave Roettger discussed current fees structures in place for Environmental Health and presented consideration of expanding the Department's Table of Organization to allow the Department to become a Department of Agriculture, Trade and Consumer Protection agent. Such a move would place all retail food establishments under the purview of the Department, improve public safety and create better consistency for food establishments. After discussion, Tom Eggebrecht indicated that a complete financial analysis will be conducted and this item moved forward for consideration in the budget contingent on those results.

Karlyn Raddatz announced the Sandra Muesegades will be retiring on July 7. Instead of filling her nursing position, she is looking to introduce a Health Educator position. Public Health Nurses and Public Health Aides have moved up to a 40 Hour work week to replace the other open nursing hours.

CONSIDERATION OF PROMOTION REQUEST OF A CSP FROM A BACHELOR'S LEVEL TO A MASTER'S LEVEL – Nancy Koene

Nancy Koene informed the Committee that Community Support Specialist Elizabeth Gilbertson recently graduated with her Master's Degree and is requesting approval of the Committee that Elizabeth Gilbertson be promoted from a Bachelor's level Community Support Specialist to a Master's Level Community Support Specialist.

After discussion, Curtiss Nyenhuis moved and Jim Baumgart seconded to approve the promotion of Elizabeth Gilbertson from a Bachelor's Level Community Support Specialist to a Master's Level Community Support Specialist and forward the request to the Human Resources Committee for their consideration. Motion carried unanimously.

Supervisor Vernon Koch and Mr. Curtiss Nyenhuis left the meeting at 10:09 A.M.

REPORT ON PATHS GRANT APPLICATION – Martin Bonk/Barry Neumann/Trisha Lund

Martin Bonk introduced Barry Neumann, Trisha Lund, and Barb Kultgen, who reported on receipt of a State grant to provide funding for services to youth aging out of foster care. Under the grant, the Department will serve as fiscal agent, and partner with Lakeshore Cap, Lutheran Social Services, and Manitowoc, Door and Kewaunee Counties as a regional consortium. Services will include housing assistance, job training and placement, and mentoring services. The ultimate goal is to prevent homelessness and create positive futures for the youth served.

REVIEW AND APPROVE VOUCHERS

Roger Otten moved and Jim Baumgart seconded to approve the expense vouchers as presented. Motion carried unanimously.

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

None.

PUBLIC INPUT ON AGENDA ITEMS

None.

PUBLIC INPUT ON NON-AGENDA ITEMS

None.

REQUEST FOR FUTURE AGENDA ITEMS

None.

ADJOURNMENT

At 10:30 A.M., Barb Dodge moved and Jacob Van Dixhorn seconded to adjourn the July 1, 2014 Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Bruinooge
Recording Secretary

Jacob Van Dixhorn
Committee Secretary