

SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

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

January 6, 2015

Called To Order: 8:52 A.M.

Adjourned: 9:52 A.M.

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

MEMBERS ABSENT: Supervisor Kristine Wheeler – Chair; Supervisor Brian Hoffmann, and Ms. Barbara Dodge

ALSO PRESENT: Tom Eggebrecht, Tim Gessler, Karlyn Raddatz, Shannon Otten, Diane Liebenthal, Nancy Koene, Jean Beinemann, and Lynda Laun

Supervisor Koch called the meeting to order at 8:52 A.M.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

The Health and Human Services Department received an e-mail noting that the amended agenda for the January 6, 2015 meeting of the Health and Human Services Committee was posted on January 2, 2015 at 12:05 p.m. in compliance with the Open Meeting Law.

REVIEW AND APPROVE MINUTES: December 16, 2014 HEALTH AND HUMAN SERVICES COMMITTEE MEETING MINUTES

Mr. Nyenhuis moved and Supervisor Otten seconded to approve the minutes of the December 16, 2014 Health and Human Services Committee Meeting. Motion carried unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE

Tom Eggebrecht informed the Committee that, after today's meeting, a tour of the new addition will be occurring for those who are interested.

Tom Eggebrecht acknowledged and thanked Supervisor Otten and Supervisor Hoffmann for their participation in the interview process for the Child and Family Services Manager position.

Tom Eggebrecht thanked the Committee and the County Board for supporting this Department's contribution to Aurora's proposed Behavioral Wellness Center.

Tom Eggebrecht informed the Committee that there has been no word if the Crisis Intervention Training Grant has been awarded to Sheboygan County. Tom informed the Committee that the request to carry over funds from 2014 to 2015 to support the training will be presented to the Finance Committee. Also, the Law Committee will be notified at their meeting on Thursday, January 8, 2015 of the pursuit of the Crisis Intervention Training Grant and this Department's intention to designate \$30,000 towards providing Crisis Intervention Training for all county law enforcement agencies locally.

Tom Eggebrecht informed the Committee that the bus that was budgeted for in 2014 has not yet arrived and that funds for that will also be considered for carry-over as will a balance in the State ADRC grant.

Tom Eggebrecht informed the Committee that all carryover requests are due to Finance tomorrow, January 7, 2015.

Tom Eggebrecht informed the Committee that the Comprehensive Community Services application has been approved by the State. The Governor put Regionalized Comprehensive Community Services funding into the 2015 State budget. Sheboygan County is part of a region which includes Dodge County, Washington County, and Ozaukee County.

Tom Eggebrecht informed the Committee that due to timing issues, he will defer the Report on the Wisconsin County Human Services Association Fall Conference to the next Committee meeting.

CONSIDERATION OF RESOLUTION NO. – THE MILWAUKEE COUNTY BOARD OF SUPERVISORS REGARDING REQUESTING A RESPONSE FROM THE WISCONSIN DEPARTMENT OF HEALTH SERVICES TO THE QUESTIONS POSED BY THE AGING AND DISABILITY RESOURCE CENTER GOVERNING BOARD

This Resolution was referred to the Health and Human Services Committee by the County Board at their December meeting.

Ms. Feider moved and Mr. Nyenhuis seconded to file this Resolution for information purposes. Motion carried with Supervisor Baumgart voting "nay."

REPORT ON WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION FALL CONFERENCE – Tom Eggebrecht

This item is deferred to the next Committee meeting.

CONSIDERATION OF EXTENDED LOBBY HOURS AND SECURITY – Tom Eggebrecht

Tom Eggebrecht informed the Committee that in alignment with all Health and Human Services Department employees working 40 hours a week effective January 1, 2015 and in alignment with the new centralized lobby, he is requesting extending building hours to 7:00 p.m. every Tuesday and every second Wednesday of the month. Currently, this Department contracts with Allied Barton to provide lobby services and security from 4:30 p.m. to 8:30 p.m., Monday through Thursday. With the new centralized lobby which will routinely be staffed by three receptionists, the three staff will coordinate/flex their schedules so there is at least one receptionist at the desk for the new hours without use of overtime.

Tom also informed the Committee that the Department is considering use of retired law enforcement for replacement security. The Department's 2015 budget has dollars allocated for this. Tom informed the Committee that an employment opportunity may need to be created to support the initiative. Tom informed the Committee he will make contact with Human Resources for direction on how to proceed and may need to bring to the Committee a formal request for a Table of Organization change to add security personnel.

After discussion and questions were answered, Supervisor Van Dixhorn moved and Supervisor Otten seconded to approve extending the lobby hours of Health and Human Services Department to 7:00 p.m. on Tuesdays and the second Wednesday of each month. Motion carried unanimously.

CONSIDERATION OF VACANT POSITION REQUEST/HOURLY POSITION – ECONOMIC SUPPORT SPECIALIST

Tim Gessler presented a Vacant Position Request/Hourly Position for an Economic Support Specialist and explained the necessity of filling this position.

Mr. Nyenhuis moved and Supervisor Feider seconded to approve the Vacant Position Request/Hourly Position for an Economic Support Specialist. Motion carried unanimously.

As he is requesting to have this person start before the person vacating this position retires, Tim will contact the Human Resources Department to inquire of the policy of advance filling of positions.

CONSIDERATION OF VACANT POSITION REQUEST/HOURLY POSITION – ECONOMIC SUPPORT LIMITED TERM EMPLOYEE

Tim Gessler presented a Vacant Position Request/Hourly Position for an Economic Support Limited Term Employee and explained the necessity of filling this position.

Since Tim is requesting this Limited Term Employee for up to 15 months, he will be bringing this request to the Human Resources Committee tomorrow, January 7, 2015, for their consideration.

Supervisor Otten moved and Mr. Nyenhuis seconded to approve the Vacant Position Request/Hourly Position for an Economic Support Limited Term Employee. Motion carried unanimously.

CONSIDERATION OF VACANT POSITION REQUEST/HOURLY POSITION – PUBLIC HEALTH TECHNICIAN

Karlyn Raddatz presented a Vacant Position Request/Hourly Position for a Public Health Technician and explained the necessity of filling this position.

Supervisor Van Dixhorn moved and Supervisor Baumgart seconded to approve the Vacant Position Request/Hourly Position for a Public Health Technician. Motion carried unanimously.

CONSIDERATION OF VACANT POSITION REQUEST/HOURLY POSITION – CHILD AND FAMILY RESOURCE UNIT SOCIAL WORKER

Nancy Koene presented a Vacant Position Request/Hourly Position for a Child and Family Resource Center Unit Social Worker and explained the necessity of filling this position.

Mr. Nyenhuis moved and Supervisor Van Dixhorn seconded to approve the Vacant Position Request/Hourly Position for a Child and Family Resource Unit Social Worker. Motion carried unanimously.

Nancy will also check with Human Resources on the policy for advance filling of positions as she would like this person to start before the person who is vacating this position retires, but Nancy did inform the Committee that there are open Social Worker positions currently on the Table of Organization.

REVIEW AND APPROVE VOUCHERS

After questions were answered, Supervisor Otten moved and Supervisor Baumgart seconded to approve the expense vouchers as presented. Motion carried unanimously.

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

Supervisor Baumgart moved and Mr. Nyenhuis seconded to approve the following Committee members' attendance at the following meeting.

- **Friday, December 19, 2014:** Interviews for Social Services Manager Position – Supervisor Otten and Supervisor Hoffmann

Motion carried unanimously.

PUBLIC INPUT ON AGENDA ITEMS

None

PUBLIC INPUT ON NON-AGENDA ITEMS

Lynda Laun thanked the Committee for their continued support.

Per a question posed by Supervisor Baumgart, Tom explained to the Committee Long-Term Care and Residential Care placements.

REQUEST FOR FUTURE AGENDA ITEMS

- Purchase of Service Vendor Review
- Chapter 51/55 Placements

ADJOURNMENT

At 9:52 a.m., Supervisor Otten moved and Supervisor Baumgart seconded to adjourn the January 6, 2015 Health and Human Services Committee Meeting. Motion carried unanimously.

***A tour of the new addition occurred once the meeting was adjourned.**

Julie Schaefer
Recording Secretary

Jacob Van Dixhorn
Committee Secretary