

MINUTES
RICHLAND COUNTY HEALTH AND HUMAN SERVICES
March 8, 2012

The monthly meeting of the Richland County Health and Human Services Board was called to order at 9:00 a.m. on March 8, 2012 by Robert Holets in the Main Conference Room of the Community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Members Present: Dr. Louis Williams, Marilyn Rinehart, Paul Kinney, Ray Schmitz, and Robert Holets.

Members Absent: Betty Havlik, Fred Clary, Jeanetta Kirkpatrick, and Walter Gust.

Others Present: Amanda Coorough, Angie Rizner, Bob Bellman, Becky Dahl, Dana Churchill, Virginia Cairns, Linda Symons, Marianne Stanek, Patrick Metz, Randy Jacquet, and Stephanie Ronnfeldt.

Approve Agenda and Posting: Motion by Paul Kinney, seconded by Ray Schmitz to approve the agenda and proper posting. Motion carried.

Approve February 9, 2012 Health and Human Services Board Minutes: Motion by Dr. Williams, seconded by Paul Kinney to approve the Board Meeting Minutes. Motion carried.

Citizen Comments: Randy Jacquet introduced Bob Bellman, County Board Supervisor. Randy Jacquet noted that Mr. Bellman is interested in being on the Health and Human Services Board in the future if appointed by the County Board.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services 2011-2012 Voucher Report was distributed and reviewed by Patrick Metz. The following items required additional discussion:

Voucher #7 – Damion Bredlau: This was to pay for quarterly window washing service.

Voucher #9 – Capital Newspapers: This was to pay for recruitment advertising for a Regional Aging & Disability Resource Center (ADRC) Administrative Secretary.

Voucher #10 – Cardmember Service: This was to pay for the monthly electronic health record (EHR) fee for Advanced MD which was previously approved by the Health and Human Services Board. Discussion was held regarding the fees associated with this project in 2012.

Voucher #13 – Cardmember Service: This was to pay for van repairs that were necessary for new transportation program initiative.

Voucher #33 – JComp Technologies: This was to pay for annual Smartnet licensing which was included in the 2011 and 2012 Health and Human Services budgets.

Voucher #37 – Prevention Research: This was to pay for two staff to attend a weeklong training. Patrick Metz noted that the fee included lodging and registration, and would receive full reimbursement from an AODA grant.

Voucher #61 – Stedman Accounting: This was to pay for various KIDS Council members and 4 staff to attend training.

Previously Paid:

Voucher #1 – Wal-Mart: Patrick Metz noted that this voucher must be paid on or before the due date before penalties are applied.

Randy Jacquet reported that he authorized the emergency replacement of an air conditioner in the Server Room. Full replacement of the air conditioner and air handler were required totaling \$4,700. Randy Jacquet questioned whether these sorts of unexpected MIS expenses should come out of the Health and Human Services budget. It was noted that this topic should be discussed with the Finance and Personnel Committee. Discussion was held regarding the age of the air conditioner. Motion made by Paul Kinney, seconded by Ray Schmitz to approve the 2012 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

2012 Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2012 Expense Reports	38	\$12,673.22
Richland County Health and Human Services – 2012 Vouchers	46	\$32,426.61
Richland County Health and Human Services – 2012 Prepaid Vouchers	1	\$191.70
TOTAL	85	\$45,291.53

2011 Budget Update: Patrick Metz distributed a handout that reflected the 2011 Health and Human Services budget as of December 30, 2011 noting a surplus of \$197,557. Patrick Metz stated that the individual unit's line items are very similar to last month; however, he removed some of the indirect costs for the Regional ADRC to be a bit more conservative. Patrick Metz noted that the Economic Support Unit overage increased, as we are awaiting additional W-2 funds.

Discussion was held regarding the Unbudgeted Institutional Costs fund balances. Patrick Metz stated that he would check on the county approved titles of Fund 44 and Fund 54 to see if we could easily change the name of the accounts.

Personnel Updates: There were no updates to offer.

Approval of Contracts, Agreements, and Amendments (Mailout #1): Angie Rizner distributed a handout with two additional new 2012 contracts. Angie Rizner reviewed the 2011 amended contracts list.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2011 AMENDED HHS CONTRACT/AGREEMENT APPROVALS (3-8-12)		
DAVID DATI, LCSW	Request Board approval to amend the current contract with <u>David Dati, LCSW</u> (Hillsboro) due to an increased need for psychotherapy and other mental health services.	<i>Original Contract Amount: \$48,500</i> Requesting Board approval to amend the current contract with <u>David Dati, LCSW</u> to a total contract amount not to exceed \$49,500
LORI KNAPP CRAWFORD, INC.	Request Board approval to amend the current contract with <u>Lori Knapp Crawford, Inc.</u> (Prairie du Chien) due to an increased need for contracted employee services.	<i>Original Contract Amount: \$77,000</i> Requesting Board approval to amend the current contract with <u>Lori Knapp Crawford, Inc.</u> to a total contract amount not to exceed \$84,500
RICHLAND HOSPITAL	Request Board approval to amend the current contract with <u>Richland Hospital</u> (Richland Center) due to an increased need for speech and physical therapy services for the Birth to Three Program.	<i>Original Contract Amount: \$65,000</i> Requesting Board approval to amend the current contract with <u>Richland Hospital</u> to a total contract amount not to exceed \$68,000
SYMONS RECREATION COMPLEX	Request Board approval to amend the current agreement with <u>Symons Recreation Complex</u> (Richland Center) due to an increased need for family swimming services for children with disabilities.	<i>Original Agreement Amount: \$1,000</i> Requesting Board approval to amend the current agreement with <u>Symons Recreation Complex</u> to a total agreement amount not to exceed \$1,500

Motion made by Marilyn Rinehart, seconded by Ray Schmitz to approve the amended 2011 contracts. Motion carried.

Amanda Coorough noted that the agency took 2 severely disabled children into custody recently. One child is medically fragile and the other is in need of treatment foster care. Amanda Coorough noted that the contract request for New Visions Treatment Home may need to be replaced with another, as they are requesting a rate that exceeds the State approved rate schedule. Randy Jacquet noted that this situation was very sensitive and the Richland Hospital went above and beyond to help us accommodate these children while we researched other placement options for them.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2012 NEW HHS CONTRACT/AGREEMENT APPROVALS (3-8-12)		
NEW VISIONS TREATMENT HOME	For treatment foster care for a severely disabled child with 24/7 care needs. (Ladysmith) <i>This will require County Board approval.</i>	For a total amount not to exceed \$41,000.
PADDINGTON STATION/HOME CARE ADVANTAGE	For medical treatment foster care for a severely disabled child with 24/7 nursing care needs. (Green Bay) <i>This will require County Board approval.</i>	For a total amount not to exceed \$40,000.

Motion made by Paul Kinney, seconded by Dr. Williams to approve the new 2011 contracts and forward them onto the County Board for final approval. Motion carried.

Becky Dahl introduced Virginia “Ginny” Cairns who was recently hired as the Administrative Secretary for the Regional ADRC. Becky Dahl noted that Ginny comes to us with much experience in the private sector. Ginny stated that she is very excited to start in this role and feels it will be a good fit.

Storage of District Attorney’s Office Old Files: Randy Jacquet noted that, with the loss of the Long Term Support Unit, we were able to offer file room storage space to the District Attorney for old files. Discussion was held regarding the access the District Attorney’s Office staff would have to File Room #1 which holds client files. Randy Jacquet noted that access to File Room #1 would only be offered when an agency escort is available, but since they are closed cases it wouldn’t be that often.

Public Health Jail Health Program Update: Marianne Stanek reported that Dr. Boehmer has established a set schedule (Mondays at 8am), so a Public Health RN is now able to routinely accompany him. The Sheriff’s Department plans to remodel the breathalyzer room, and also plans to offer the Public Health RNs access to the Spillman medical system. Public Health RNs will now be available 3 times per week for an hour or two if needed to assist the jail. Marianne Stanek noted that we will try this new system for a couple weeks and then develop an MOU with the Sheriff’s Department. It was noted that there is another meeting planned the end of March. Marianne Stanek stated that the Public Health RNs would like to attend training to also network with other professionals who perform jail health functions.

Public Health Preparedness Update: Marianne Stanek distributed a handout that outlined the 2012 Public Health Preparedness and Response activities. Marianne Stanek noted that Public Health is scheduled to receive just over \$35,000 in 2012 to work on Richland County preparedness. It is likely that this funding will continue for the next 5 years. Marianne Stanek reviewed the 5 funding objectives, noting that many of the activities listed under objective 2 are not routinely performed by Public Health; however, the Center for Disease Control (CDC) states that these should be. Marianne Stanek noted that at this time there is much uncertainty around what the CDC expectations are regarding a few of these responsibilities.

Richland Fit Presentation: Dana Churchill was introduced as a Health Educator in the Public Health Unit and offered a presentation regarding “Richland Fit” noting that the agency received a one year Wisconsin Partnership planning grant through October 2012 to develop strategies to conquer obesity in Richland County. Dana Churchill offered statistics which lists Richland County as the #1 county experiencing obesity in the entire State of Wisconsin. Dana Churchill also offered statistics showing that Richland County is one of the top counties experiencing childhood obesity issues as well. Discussion was held regarding the collection of the data reviewed. Dana Churchill noted that the Public Health Unit has been contracting with Scott Consulting Partners over the last couple of years to perform a community needs assessment and their company compiled the data. It was noted that the childhood obesity data was collected from WIC participants.

Dana Churchill reported that the “Richland FIT – Fitness in Total” initiative plans to utilize a social ecological model with various partners assistance including; Health and Human Services, Scott Consulting Partners, Dr. Neil Bard, Pine River Food Co-op, UW-Extension, and Symons Recreation Complex. This Community Coalition plans to distribute a needs assessment, gain membership, and evaluate evidence based strategies. Dana Churchill noted that the community needs assessment includes distributing a survey, processing a photo-voice, and studying focus groups. The strategic plan of the Community Coalition is to develop a road map for building a healthy Richland County, put community partners in place, and apply for a 3 year implementation grant.

Transportation Program Update: Linda Symons reported that the Transportation Program had only 3 riders on the first day of service; however, 2 of the riders were sent by their communities to test the system and everything went very well. Linda Symons stated that individuals are not sure if they can trust the system. Those booking rides in the first 2 weeks will receive a free ride ticket for the summer. It was suggested that the test riders should write a letter to the editor regarding their experience.

Linda Symons noted that she has been asked to drive 7 miles into Spring Green to routinely transport individuals to Symons Recreation Complex. Linda Symons stated that at this time the following additional routes are being planned:

Lone Rock – April 2012
Boaz/Readstown – May 2012
Viola – June 2012
Blue River – July 2012

New Community/Senior Center Update: Linda Symons distributed a flier which detailed the exterior and interior views of the new Richland Center Community/Senior Center. The architect’s display board of the color choices for the facility was also available. Linda Symons noted that the Open House is scheduled for April 15, 2012 with a Dedication Ceremony beginning at 2pm.

The community has been challenged, as a resident has donated \$100,000 and an additional \$50,000 if the community can come up with a \$50,000 match. Linda Symons noted that there is a Fish Fry planned at Eagle School tomorrow night and all proceeds will go to this challenge.

Linda Symons noted that the facility is very “green”, with LED lighting and a charging station for electric cars in the parking lot. These “green” initiatives will put the facility on a nationwide map. Randy Jacquet noted that Linda Symons has been on this planning committee for the last few years. Discussion was held regarding the facility housing the Richland Center Meal site. Marianne Stanek stated that she is uncertain of the rental fee that would be assessed, as relocation must be cost effective. Linda Symons noted that there is seating for 50 people in Senior Center and the same policies would be in place regarding reserving the facility. It was noted that the timeline for tearing down the old Community Center is unknown at this time.

Schedule Tentative New Board Member Orientation: Randy Jacquet stated that Health and Human Services staff would like to offer an orientation to those incoming Health and Human Services Board members and County Board members. Scheduling was postponed until the next meeting.

WCHSA Spring Conference May 22-24, 2012 in Elkhart Lake: Randy Jacquet noted that we have not received the WCHSA Spring Conference brochure at this time. Angie Rizner was instructed to include the brochure with the April Health and Human Services Board meeting materials.

Ray Schmitz expressed concern with drug use by children in Richland County, noting that heroin and prescription drug use is on the rise, and he recommended unannounced drug dog searches. Ray Schmitz stated that Health and Human Services needs to offer support to law enforcement and the court system. Randy Jacquet stated that this topic would be placed on a future agenda and we would invite law enforcement and appropriate agency staff.

The next regular Board meeting is scheduled for Thursday, April 12, 2012 at 9:00 a.m. at the Community Services Building.

Adjourn: Motion by Ray Schmitz, seconded by Paul Kinney to adjourn the meeting. Motion carried.

Respectfully Submitted,

Angie Rizner
Office Supervisor