

## HEALTH AND HUMAN SERVICES BOARD

Tuesday, October 9, 2012

Room 3220, Administrative Center, 400 4<sup>th</sup> St. N.

6:30 p.m.

**MEMBERS PRESENT:** Monica Kruse, Laurence Berg, Ralph Geary, David Trapp, Joe Veenstra, Karin Johnson (out at 7:30 p.m.), Cheri Olson (present at 7:40 p.m.)

**MEMBERS EXCUSED:** Loren Kannenberg

**MEMBERS ABSENT:** None

**STAFF & GUESTS:** Steve O'Malley, Doug Mormann, Jason Witt, Dean Ruppert, Jim Steinhoff, Connie Eide, Jane Klekamp with 7 social work students, Linda Lee, Al Graewin, Dave Geske, Lindsay Menard, Matt Strittmater, Lorie Graff, Sara Koopman and Nancy Pohlman

### CALL TO ORDER

Chair Monica Kruse called the meeting to order at 6:30 PM.

### ANNOUNCEMENTS

- Dennis Smith, Secretary, Department of Health Services, designated Karen McKeown to address the Frac Sand issues. October 11<sup>th</sup> Ron Kind will be visiting the Health Department.
- **September County Board Action** - None
- **November HHS Board Start Time 4:00 PM** - The November meeting will have a 4:00 p.m. start time instead of 6:30 p.m. to facilitate members' ability to vote in the presidential election.
- **Human Services Milestone Anniversary Recognition Event in November** - An invitation for the November 6<sup>th</sup> Human Service Employee Recognition was in packet. Contact Renee Weston if interested in attending.

### PUBLIC COMMENT

None requested.

### RESOLUTIONS/ORDINANCES

#### **Ordinance to Amend Sections in Chapter 11 Entitled "Public Health & Human Services" of the General Code of La Crosse County, Wisconsin**

Over the next year, all of the County ordinances under which the Health Department works will need to be reviewed. The process involves the Health & Human Service Board reviewing. After discussion, the ordinances go to full County Board for first reading. Earliest vote to approve is November meeting. Jim Steinhoff has started the process with Chapter 11, 12 and 13 which are Environmental Health related. Discussion of designation of "unfit dwellings". Clarification for definitions for Farmer's Market LLC. Discussion of prohibited canned goods and containers. Suggested wording change for sub-section G related to honey and maple syrup to read containers must be intended for food and remove the word "new". Discussion of licenses and fees for meat.

**MOTION** by Joe Veenstra/Karin to move to the County Board Ordinance to Amend Sections in Chapter 11 Entitled "Public Health & Human Services" of the General Code of La Crosse County, Wisconsin to include the suggested change in wording. **Motion carried unanimously.** Loren Kannenberg excused.

#### **Ordinance to Amend Sections in Chapter 12 Entitled "Sanitation Code" of the General Code of La Crosse County, Wisconsin**

Discussion of 12.11 relating to outdoor plumbing/septic systems.

**MOTION** by Karin Johnson/Laurence Berg to approve the Ordinance to Amend Sections in Chapter 12 Entitled "Sanitation Code" of the General Code of La Crosse County, Wisconsin and move to County Board. **Motion carried unanimously.** Loren Kannenberg excused.

#### **Ordinance to Amend Sections in Chapter 13 Entitled "Licenses and Permits" of the General Code of La Crosse County, Wisconsin**

13.03(4)b "extra ordinary" should be one word. 7(b)2 wording correction - towels not towers.  
13.03 (11) refer to Sheriff's Department.

**MOTION** by Laurence Berg/Ralph Geary to approve the Ordinance to Amend Sections in Chapter 13 Entitled "Licenses and Permits" of the General Code of La Crosse County, Wisconsin to move to Full County Board with wording changes. **Motion carried unanimously.** Loren Kannenberg excused.

## **BOARD EDUCATION**

### **Board Orientation "Being a Client"**

Board members should return "Being a Client" sign-up preferences via paper to Doug at meeting or return in return address envelope.

## **POLICY**

### **Family Policy Board Executive Committee Membership**

**MOTION** by Joe Veenstra/David Trapp to approve appointment of Lacie Ketelhut to the Family Policy Board Executive Committee. **Motion carried unanimously.** Loren Kannenberg excused.

## **2013 Budget**

### **Human Services**

Jason Witt presented highlights of the requested 2013 Human Services Department budget. This included a review of historical budget trends and actions that have allowed the Department to continue to meet the community's needs as fiscal challenges have grown. He discussed the rise in community needs and rising workloads and how collaboration, flexibility and innovation will allow us to continue. Budget status and trends were reviewed – inflationary costs, rising community needs and rising workloads. 2013 pressures include a dramatic rise in out-of-home placements for children, a related increasing need for counseling, supervised home visits and parental skills training, and the impact of the dramatic rise in heroin and other drugs in the community. The Department is dedicated to keeping worker case loads at manageable levels and is managing its internal resources to the best of its ability to do so. In becoming more efficient and meeting fiscal challenges, the Department has done things like enhanced its use of local community services, merged its child and adult systems, entered regional collaboratives, and merged its child protective services and juvenile justice on calls systems. There are risks in the 2013 budget that are possible due to the Department returning a significant amount of revenue to the General Fund for 2011 and maintaining a healthy reserve. 2013 position changes include 1.0 FTE secretary eliminated and addition of 0.50 FTE Nurse, 1 FTE QA Coordinator, 1.0 FTE Financial Manager, 2.0 FTE Economic Support Specialist and additional standby hours for JDF/WRAC. The new positions leverage existing State and Federal dollars and do not require additional tax levy. CONNECT software project implementation is included in the budget to meet reporting needs and electronic health record compliance. Monica thanked Jason and his staff for their innovative work.

## **Health Department**

Doug presented Health Department summary. Budget should be within \$20,000 from 2012. Plan to use \$30,000 from Assigned fund balance. Health Department receives very little in State funding and have been successful in acquiring grants. During 2012 the Health Department reduced staff by 2.06 FTE. No additional staff reductions are in budget as presented. \$800,000 of health department budget is fees. Each fee analysis is conducted to determine whether fee covers the service. Home Health Care budget discussed. The budget should move the Health Department in direction to achieve Strategic Plan 2011-2015. Guidance for accreditation suggests we change the way we report to a more measureable process. This will be discussed at future meeting. Steve O'Malley explained fee structure which will also be discussed at full County Board. Cheri Olson commented that the fund balance conversation is a good one to have.

## **DIRECTOR REPORTS**

### **Health Department Written Director's Report**

### **Human Services Written Director's Report**

**MOTION** by Laurence Berg/Ralph Geary to approve the Directors' Reports. **Motion carried unanimously.** Loren Kannenberg excused. Discussion of tobacco law and health insurance in 2013. Doug encouraged board to complete electronic survey and has paper copy if preferred. It was noted that the minutes of the HHS Board meeting of Sept. 11, 2012 should reflect that the Human Services Director report was accepted with no discussion.

#### **CONSENT AGENDA**

**MOTION** by David Trapp/Laurence Berg to receive and file the following Consent Agenda items. **Motion carried unanimously.** Loren Kannenberg excused.

##### **Minutes**

Health and Human Services Board 9/11/12 accepted with no discussion

Family Policy Board 8/6/12

Family Policy Board Executive Committee 8/6/12

Family Policy Board 9/10/12

Family Policy Board Executive Committee 9/10/12

Coulee Region Childhood Obesity Coalition 9/11/12

Labor/Management 8/28/12

Criminal Justice Management Council 8/15/12

HHS Board Healthy Nutrition Sub-Committee 10/1/12

W-2 Community Steering Committee 8/15/12

##### **Fiscal**

Vendor Audit Compliance Report

#### **ITEMS FOR FUTURE AGENDAS**

- Doug will work to arrange a Frac mining presentation – 45-60 minutes for December meeting or a separate special meeting.
- Matt to provide update on triage clinic.

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD TUESDAY, NOVEMBER 6, 2012 (BEGINNING AT 4:00 PM).** **MOTION** by Joe Veenstra/Laurence Berg to adjourn. **Motion carried unanimously.** Loren Kannenberg excused. The meeting adjourned at 8:40 PM.

Approved, November 6, 2012, Diane Panzer, Recorder