

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: July 26, 2018

PLACE: Wood County Annex & Health Center Classroom – Marshfield

PRESENT: Donna Rozar, Adam Fischer, Marion Hokamp, Jessica Vicente, Lori Slattery-Smith, R.N., Tom Buttke; Eric Quivers, M.D., Mark Holbrook (joined during agenda item 8), Al Breu (joined during agenda item 10),

EXCUSED: Rock Larson

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordon Bruce (joined via phone), Cindy Robinson, Jo Timmerman, Stephanie Gudmunsen, Lee Ackerman, Travis Gaetz, Liz Masanz (Human Services); Sue Kunferman, Kathy Alft (Health Department); Bill Clendenning (County Board Supervisor)

1) Call to Order

Meeting called to order at 5:00 p.m. by Chair Rozar

2) Quorum

Rozar declared a quorum.

3) Public Comments

Travis Gaetz was introduced. Travis accepted the Human Services Deputy Director position in July.

4) Tour of Crossroads Unit

Lee Ackerman and Liz Masanz led the Committee with a tour of Crossroads Unit.

5) Consent Agenda

Cindy Robinson provided a correction to her report, noting the number of admissions was 14 (not 48). Motion (Fischer/Buttke) to approve the consent agenda with that correction. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

- n/a

**7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center
Quarterly Reports – Veterans Service, Health Department**

Department staff answered specific questions regarding information in the financial statements and quarterly reports.

8) Crossroads Unit CIP Request

Jordon Bruce described CIP request priorities. Jordon noted the Crossroads Unit remodel work could be completed over time and requested support for Phase I at this time. Jordon also described start-up costs for the additional Crossroads Unit and noted there is no CIP budget for this work. A resolution would be necessary to fund the start-up costs using contingency. Jordon explained how the unit would need to remain operational during construction. Lee Ackerman provided input regarding planning timelines.

Motion (Fischer/Holbrook) directing Norwood staff to bring a resolution to the HHSC August committee meeting using contingency for start-up costs not to exceed \$46,000. Motion (Fischer/Holbrook) to amend to take the resolution directly to the Executive Committee. Vote called for the amendment. All ayes. Motion passes. Vote called for amended motion. All ayes. Amended motion passes.

Motion (Fischer/Hokamp) to request from Executive Committee, placement of \$125,000 back in 2019 CIP for Crossroads Unit remodel. All ayes. Motion carried.

9) Financial projections from Crossroad 2 Unit

Jordon Bruce shared details with financial projections of Crossroads 2 Unit.

10) Resolution for extension of lease of county-leased space in City Hall Plaza, Marshfield

Rozar presented a resolution authorizing HHSC to negotiate extension of existing lease agreement for space in City Hall Plaza. The Committee discussed options for extending the leased 4th floor space in City Hall. There was additional discussion regarding relocation of Cornerstone. Motion (Holbrook) to approve the resolution to negotiate a lease extension for the Human Services Department's continued use of the Marshfield City Hall. Motion withdrawn. Motion (Holbrook/Breu) to approve the resolution for negotiation of extension of county-leased space authorizing the Human Services Director to enter into negotiation with the City of Marshfield. 8 ayes, 1 abstain. Motion carried. (Buttke abstained – City Council Alderman)

11) Human Services update on transition plan for outpatient psychiatric services

Brandon Vruwink and Stephanie Gudmunsen provided an update of the transition plan for outpatient psychiatric services given the upcoming retirement of Dr. Andrews. Challenges with filling the vacancy was also addressed.

12) Edgewater Haven FTEs for TBI unit

Cindy Robinson shared FTE requests (2 LPN, 3 RN, 4 CNA) for the TBI unit relocating to Edgewater Haven. Edgewater will cross-train all staff in order to keep additional FTEs to a minimum. Motion (Buttke/Breu) to approve the 9 FTE position requests for Edgewater Haven. All ayes. Motion carried.

13) Transfer of beds from Edgewater Haven to Norwood

Jordon Bruce explained the need to transfer beds from Edgewater Haven to Norwood, and the costs associated with the move. Motion (Hokamp/Fischer) to move four beds from Edgewater Haven to Norwood effective immediately. All ayes. Motion carried.

14) Health Department presentation of Workforce Development Plan

Sue Kunferman shared the Health Department Workforce Development Plan and how opportunities for continuing education focus on competency assessments of staff.

15) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

16) Items for Future Agenda

The Chair noted items for future agendas.

17) Next Meeting(s)

- August 15, 2018, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards (special meeting for purpose of reviewing Human Services budgets – Community, Norwood, and Edgewater Haven)
- August 23, 2018, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards (regularly scheduled Committee meeting includes review and approval of Veterans Service and Health Department budgets)

18) Closed Session

Motion (Fischer/Slattery-Smith) to convene into closed session pursuant to 19.85(1)(c) Wis. Stats. to consider performance evaluation data of an employee for whom the Committee has jurisdiction, and pursuant to 19.85(1)(e) Wis. Stats. for competitive or bargaining reasons to discuss locum utilization for Psychiatric Hospital. Rozar: Aye, Fischer: Aye, Breu: Aye, Hokamp: Aye, Holbrook: Aye, Slattery-Smith: Aye, Buttke: Aye, Vicente: Aye, Quivers: Aye. Motion carried. The Committee went into closed session at 7:25 p.m.

19) Open Session

Motion (Buttke/Breu) to return to open session at 7:44 p.m. All ayes. Motion carried.

20) Adjourn

Rozar declared the meeting adjourned at 7:45 p.m.

Minutes taken by Kathy Alft and reviewed by Adam Fischer, secretary.

Minutes subject to Committee approval

Adam Fischer, secretary
Health and Human Services Committee