

Buffalo County Minutes

Committee/Board: Health and Human Services and Veterans Service Committee

Date of Meeting: Tuesday, January 8, 2019

Electronic and Hard Copy Filing Date:

Location: Department of Health and Human Services
Buffalo County Courthouse – 3rd Floor
3rd Floor Conference Room
407 S 2nd Street, Alma, Wisconsin

The meeting was called to order by Chairman, John Kriesel at 6:00 P.M.

1. ROLL CALL/BOARD MEMBERS PRESENT

Roll call was taken. Members present were Joette Gillett, Wendy Kleinschmidt, John Kriesel, Richard Mueller, Nettie Rosenow, and Linda Smith; Scott Smith was an excused absence.

OTHERS PRESENT FOR ALL OR PART OF THE MEETING

Dave Rynders, April Loeffler, James Goss, Mary Hildebrand, Sandy Palkowski, Ronda Meier, and Kari Wilde

2. REVIEW/DISCUSSION/ACTION - WESTERN REGION FOR ECONOMIC ASSISTANCE CERTIFICATE OF ACHIEVEMENT

Mr. Rynders recognized the Economic Support Staff, Ronda Meier and Kari Wilde along with Supervisor, Sandy Palkowski on receiving an award for *timeliness and processing renewals and achieving a timeliness rate of 97.44%* at the August 2018 seven state Foodshare conference. Mr. Kriesel entertained a motion and Ms. Smith seconded it to provide the Economic Support unit with a commendation on behalf of the Home Committee members for their excellent work on accuracy and timeliness and extend their thanks. Motion approved. Ms. Palkowski also recognized Ms. Meier for her submission of a “Bright Idea” to improve efficiencies workflow which has been implemented.

3. REVIEW/DISCUSSION/ACTION – MINUTES OF THE PREVIOUS MEETING

A motion was made by Ms. Gillett and seconded by Ms. Kleinschmidt to approve the December 4, 2018 minutes as presented. Motion carried.

4. PUBLIC COMMENT REGARDING POSTED AGENDA ITEMS

None

5. REVIEW/DISCUSSION/ACTION – VETERANS SERVICES MONTHLY VOUCHERS

Mr. Goss presented the monthly vouchers and also confirmed the CVSO grant for 2019 will be \$8500. A motion was made by Mr. Mueller and seconded by Ms. Gillett to approve the vouchers. Motion carried.

6. REVIEW/DISCUSSION/ACTION – REFILL VETERANS SERVICES OFFICER POSITION, EFFECTIVE APRIL 1, 2019

A motion was made by Mr. Mueller and seconded by Ms. Rosenow to accept Mr. Goss's resignation effective April 1, 2019 and to authorize the advertisement and recruitment to refill this position. Motion approved.

7. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH REPORT

Ms. Loeffler reported on the WIC management evaluation where regional WIC staff observed a WIC clinic and reviewed procedures. Feedback will be received in early January. Public Health was awarded an opioid mini grant of \$17,216 to provide outreach and education related to the opioid epidemic and harm reduction.

8. REVIEW/DISCUSSION/ACTION – ACCOUNT CLERK LEAD POSITION REVISIONS AND TITLE CHANGE TO ACCOUNT CLERK SUPERVISOR

Mr. Rynders gave an update on the supervisory duties Mr. Squires acquired in March, 2017. Changes in the Account Clerk Lead job description and title change were presented. A motion was made by Ms. Gillett and seconded by Ms. Kleinschmidt to approve the revised job description and title change to Account Clerk Supervisor. Motion approved.

9. REVIEW/DISCUSSION/ACTION – REFILL ECONOMIC SUPPORT SPECIALIST POSITION

Mr. Rynders reported the Economic Support Specialist position is currently being recruited for because Ms. Mylessa Ingli who has been in training in this position has requested going back to her previous WIC position which vacates the position for hire. A motion was made by Ms. Kleinschmidt and seconded by Ms. Smith to approve the advertisement and recruitment to refill the Economic Support Specialist position. Motion carried.

10. REVIEW/DISCUSSION/ACTION – ADRC INTEGRATION – TRANSPORTATION PROGRAM

The ADRC Integration – Transportation program was presented by Mr. Rynders. Pepin County has officially taken over the coordination and supervision of the Buffalo County Transportation program. Buffalo County remains focused on the expansion of services to seniors and individuals with disabilities beyond the current non-emergency medical transportation model.

11. REVIEW/DISCUSSION/ACTION – DHHS FINANCIAL UPDATE

The Financial report through November 2018 was presented, reviewed and discussed.

12. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS

The monthly vouchers were reviewed. A motion was made by Mr. Mueller and seconded by Ms. Gillett to approve the vouchers. Motion approved.

13. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS

The monthly unit reports were reviewed with no questions.

14. REVIEW/DISCUSSION/ACTION – DHHS DIRECTOR

Mr. Rynders extended an invitation to all Committee members to attend the Trauma Informed Care training to be held on January 24th from 12:30 to 4:30 PM.

15. REVIEW/DISCUSSION/ACTION – CHAIRPERSON’S REPORT

None

16. REVIEW/DISCUSSION/ACTION – NEXT MEETING DATE AND AGENDA ITEMS

The next meeting is scheduled for Tuesday, February 5th at 6:00 PM.

17. PUBLIC COMMENTS REGARDING UNRELATED AGENDA ITEMS

None

18. ADJOURNMENT

A motion was made by Ms. Smith and seconded by Ms. Kleinschmidt to adjourn the meeting at 7:13 PM. Motion approved.

Respectfully submitted,

Mary Hildebrand

DRAFT