

## Buffalo County Minutes

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

**Date of Meeting:** Tuesday, September 1, 2020

**Electronic and Hard Copy Filing Date:**

**Location:** Department of Health and Human Services  
Buffalo County Courthouse  
2<sup>nd</sup> Floor Conference Room  
407 S 2<sup>nd</sup> Street, Alma, Wisconsin

### **1. ROLL CALL/BOARD MEMBERS PRESENT**

Roll call was taken. Members present were Larry Grisen, Carol McDonough, Mary Anne McMillan-Urell, Richard Mueller, and Steve Nelson. Wendy Kleinschmidt and Brad Schmidt knecht attended via ZOOM. Joette Gillett was an excused absence.

### **OTHERS PRESENT FOR ALL OR PART OF THE MEETING**

Dave Rynders, Felicia Hager, Shawn Squires, and Mary Hildebrand April Loeffler attended via ZOOM.

### **2. PUBLIC COMMENT REGARDING ANY MATTERS THAT WILL BE TAKEN UP BY THE COMMITTEE AT THIS MEETING**

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

A motion was made by Mr. Nelson and seconded by Mr. Grisen to approve the August 4, 2020 minutes as presented. Roll call vote taken. Motion approved.

### **4. VIEW/DISCUSSION/ACTION – VETERANS SERVICES MONTHLY REPORT**

Ms. Hager reported on the following activities: NWCVSOA (Northwestern County Veterans Services Officer Association) met for the first time since February. Discussion was held on COVID-19 and how each County is handling it in the office, Wolfe vs Wilkie cases which is where the VA interpreted the law wrong and were not paying VA claims in an emergency situation, Ms. Hager also addressed Community care and the Mission Act relating to where to send billing. An Outreach was held to benefit Fisher House, Salute to Troops Wisconsin, and Horicon Marsh Veterans Hunt. Examples of the bronze marker were shared by Ms. Hager.

### **5. VETERANS SERVICES MONTHLY VOUCHERS**

The monthly vouchers were presented by Ms. Hager highlighting the fall conference, NWCVSOA dues, brass markers, and County issued cell phone expenses. A motion was made by Mr. Mueller and seconded by Ms. McDonough to approve the monthly vouchers. Motion approved.

**6. REVIEW/DISCUSSION/ACTION – VETERANS 2021 BUDGET PROPOSAL – PART-TIME/ADMINISTRATIVE SECRETARY**

Ms. Hager advised that there are no changes to the Veterans 2021 budget proposal until she goes before the Finance Committee regarding the Part-Time/Administrative Secretary.

**7. REVIEW/DISCUSSION/ACTION – VETERANS PART TIME/ADMINISTRATIVE SECRETARY JOB DESCRIPTION**

Ms. Hager presented the job description for the Office Assistant/Part-Time Secretary position she is requesting. A request was made by Mr. Grisen and Ms. McMillan-Urell to change the format of the job description before it goes to the HR committee. A motion was made by Mr. Nelson and seconded by Ms. McDonough to approve the Veterans Part-Time/Administrative Secretary job description in a revised format. Motion approved. Job description will be forwarded onto HR.

**8. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH UNIT REPORT**

Ms. Loeffler highlighted the monthly investigation/case reports and reported that Mickey Rice, Public Health Educator is going through the Botvin Lifeskills training. Ms. Rice will be implementing the Botvin Lifeskills this Fall at all four schools within Buffalo County in the 3<sup>rd</sup> and 4<sup>th</sup> grade class. Mr. Rynders shared that a grant was submitted to provide Botvin Lifeskills for students in the 7<sup>th</sup> and 9<sup>th</sup> grade which is a substance abuse and violence prevention program proven to help increase self-esteem, develop healthy attitudes, and improve knowledge of essential life skills.

Ms. Loeffler shared historical data on COVID-19 cases. With the consistent trend in increasing cases, it is evident that additional staff is needed to do the follow-up and contact tracing. Ms. Loeffler reiterated that in May, the County Board made a motion to have an ordinance drafted. A guidance document was put out by the Wisconsin Counties Association and Wisconsin Association of Local Health Departments and Board to provide framework on what is needed for the ordinance. Mr. Grisen proposed Ms. Loeffler gather information and bring it back to the Committee for recommendation.

Data from the CDC was shared by Ms. Loeffler related to COVID-19 deaths:

\*6% of deaths reported only had COVID as the sole cause of death.

\*6 in 10 Americans have at least one chronic condition

\*4 in 10 Americans have two or more chronic conditions

A meeting was held with local businesses to talk about safe practices and get their input and feedback on whether they want to do things collectively within the County to get the message out that we are doing safe practices in Buffalo County.

**9. REVIEW/DISCUSSION/ACTION – RESOLUTION TO ADD LIMITED TERM 2020 POSITION FOR PROVIDING DISEASE INVESTIGATIONS, CONTACT TRACING AND MONITORING AND TESTING OF INDIVIDUALS TO CONTAIN THE SPREAD OF COVID-19**

Mr. Rynders reported that CARES funding is available from October 1<sup>st</sup>, 2020 through December 31<sup>st</sup>, 2020 to add an additional Public Health position. A motion was made to approve the resolution to Add Limited Term 2020 Position for Providing Disease Investigations, Contact Tracing and Monitoring and Testing of Individuals to Contain the Spread of COVID-19 by Mr. Grisen and seconded by Mr. Mueller. Motion approved.

**10. REVIEW/DISCUSSION/ACTION – 2021 DHHS BUDGET**

Mr. Squires presented additions to the preliminary budget approved in August which include new revenue numbers and additional details for placements for a net impact increase of \$73,264 more than what was approved last month. The Agent of the State budget did not change. A motion was made by Mr. Grisen and seconded by Mr. Nelson to approve the adjustments to the budget. Motion approved.

**11. REVIEW/DISCUSSION/ACTION – DHHS OFFICE SPACE – TELECOMMUTING PLAN**

After meeting with the HR committee, Mr. Rynders reported back on the telecommuting plan. HR supported a workgroup to move forward to establish draft policy procedure.

**12. REVIEW/DISCUSSION/ACTION – BRIGHTER FUTURES GRANT PROPOSAL**

Mr. Rynders reported completing the grant application for the Brighter Futures initiatives which is money that comes through the State Department of Health which involves Botvin Life Skills. The Botvin Life Skills program is evidence based which has proven to reduce up to 70% drug use, up to 80% smoking, and alcohol use. It teaches kids how to say no, develop self-image and it promotes a safe environment. The program is a continuation from the 4<sup>th</sup> grade Botvin Life Skills program which will serve 7<sup>th</sup> and 9<sup>th</sup> graders. If we are awarded the \$25,000 grant, it will involve hiring one LTE.

**13. REVIEW/DISCUSSION/ACTION – HUB AND SPOKES GRANT PROPOSAL**

Lutheran Social Services is the grant writer for the Hub and Spoke model which involves the 9 County consortium. The service is a quick response for help for people in alcohol and drug abuse crises. Mr. Rynders will send the grant proposal to the committee members for review.

**14. REVIEW/DISCUSSION/ACTION – NEED TO INCREASE WORKING CAPITAL FOR RECOVERY & WELLNESS CONSORTIUM FOR PROVIDER REIMBURSEMENT**

Mr. Rynders explained that the Comprehensive Community Services (CCS) program through the Recovery and Wellness Consortium is a way to provide full reimbursement for the cost of services for mental health and AODA services. The Provider network has grown over the past years which then makes it necessary for the working capital to increase. The consortium helps pay the providers in full, and eventually the reimbursement comes back to the Counties from the State. Buffalo County's share of the additional funds needed to increase the working capital is an additional \$84,000 serving 23 clients. A motion was made by Mr. Grisen and seconded by

Mr. Mueller to Increase Working Capital for Recovery & Wellness Consortium for Provider Reimbursement. Motion approved and will move forward to Finance.

**15. REVIEW/DISCUSSION/ACTION – DHHS FINANCIAL UPDATE**

Mr. Rynders presented the financial update.

**16. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS**

A motion was made by Ms. McDonough and seconded by Mr. Grisen to approve the monthly vouchers as presented. Motion approved.

**17. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS**

The monthly unit reports were reviewed.

**18. REVIEW/DISCUSSION/ACTION – WESTERN DAIRYLAND COMMUNITY ACTION**

Mr. Nelson shared highlights from the Western Dairyland ZOOM meeting on August 19, 2020.

\*New Chief Financial Officer, Marie Gurness

\*Headstart challenge – All school districts have different rules with COVID-19

They are allowing 12 students per site.

\*Volunteer program is limited because of COVID-19, keeping volunteers informed.

**19. REVIEW/DISCUSSION/ACTION – DHHS DIRECTOR**

Mr. Rynders addressed three concerns of Betty Quarberg from the Gilmanton meal site:

- 1) The report from the state (roster of participants) is longer and harder to work with because it now includes all the names of the HDM customers and the Grab N Go customers.
- 2) The Grab N Go meals are being packaged at all six sites across both counties. The recommended donation for the Grab N Go is being identified as a HDM because it is not congregate and the rate of \$4 is being used to include packaging costs which is also the home delivered meal rate.
- 3) The suggested donation letters were mailed out in error to customers that pay for the Grab N Go.

Ms. Quarberg suggested she fax the names of those receiving Grab N Go meals to the Nutrition Manager to resolve the problem. Mr. Rynders will pass the suggestion onto Ms. Ingli, Nutrition Program Coordinator.

**20. REVIEW/DISCUSSION/ACTION – CHAIRPERSON'S REPORT**

None

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

The next meeting is scheduled for Monday, September 28<sup>th</sup> at 5:30 PM in Durand at the Pepin County Government Center Board Room. This meeting will take the place of the October 6<sup>th</sup>, 2020 Home Committee meeting.

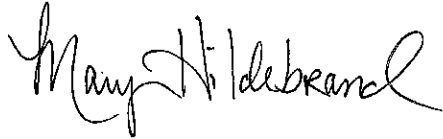
**22. PUBLIC COMMENTS**

None

**23. ADJOURNMENT**

Meeting adjourned at 8:00 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Hildebrand". The signature is written in black ink and is positioned above the printed name.

Mary Hildebrand