

Monroe County Health and Human Services Board
Meeting of June 6th, 2016
Community Services Center, Sparta, Wisconsin

Board Members Present: Chairperson David Pierce, Vice-Chairperson Mary Cook, Sharon Folcey, Dr. Emma Ledbetter, James Shilling, Mary Von Ruden, Cyndi Wise

Board Members Absent/Excused: Dean Peterson (Excused), and Marlene Sund (Excused)

Staff Present: Sharon Nelson, Health Department, Laura Moriarty, Senior Services, Ron Hamilton, Daina Dobbs and Cathy Abbott, Human Services

Chairperson David Pierce called the Monroe County Health and Human Services Board meeting to order at 8:32 a.m. on June 6th, 2016.

Approve Health and Human Service Board Meeting Minutes of May 9th, 2016 – Discussion/Action: A MOTION WAS MADE BY MARY COOK, SECONDED BY SHARON FOLCEY, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board meeting minutes from May 9th, 2016 as written.

Public Comment Period: There was no one present to comment at this time.

Monroe County Senior Services:

Approve March 15th Senior Services Committee Meeting Minutes – Discussion/Action: A MOTION WAS MADE BY DAVID PIERCE, SECONDED BY EMMA LEDBETTER, AND CARRIED WITH ALL IN FAVOR to approve the Senior Services Board meeting minutes from March 15th, 2016 as written.

2016 Budget Adjustment – Discussion/Action: As a result of the increase in revenues from Department of Transportation and GWAAR, A MOTION WAS MADE BY MARY COOK, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the budget adjustment for Senior Services with the additional amount of \$11,368 and forward to the Finance Committee for their review and action.

Credit Card Request for Administrative Assistant – Discussion/Action: Per the request to authorize a credit card for a newly hired Administrative Assistant at Senior Services, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to request a credit card with a limit of \$500 for the Senior Services Administrative Assistant and forward this request to the Finance Committee for their review and action.

Senior Services Financial Report – Discussion: Laura Moriarty provided a detailed list of revenues and expenditures. A brief discussion occurred about locally available food programs including food pantries and community meals, along with how information about these options is shared. A request was made for a report on the meal sites at a future meeting. Board members also inquired about whether the current Board composition meets Senior Services requirements and were informed that the County Corporation Counsel is evaluating this issue.

Monroe County Health Department:

Approve March 14th Health Committee Meeting Minutes – Discussion/Action: A MOTION WAS MADE BY MARY COOK, SECONDED BY DAVID PIERCE, AND CARRIED WITH ALL IN FAVOR to approve the Board of Health meeting minutes from March 14th, 2016 as written.

Zostavax/Shingles Vaccine Administrative Fee – Discussion/Action: Following an explanation of the reason for the vaccines and a recommendation to establish an administrative fee for Zostavax/Shingles vaccine, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to authorize the Health Department to issue the Zostavax/Shingles vaccines for an administrative fee of \$40 for those individuals that meet the income qualifications and don't have insurance that covers the vaccine through the MERCK Program. Those individuals who do not meet the income criteria will be assessed a fee of current vaccine market cost.

Notice of Budgetary Adjustment for WIC Program – Discussion/Action: Upon the Board members being provided an explanation about the request for a budget adjustment with regard to additional revenue for the WIC Program, A MOTION WAS MADE BY SHARON FOLCEY, SECONDED BY DR. EMMA LEDBETTER, AND CARRIED WITH ALL IN FAVOR to approve the total increase of \$28,697 to the Health Department budget for the above noted programs and forward this request to the Finance Committee for their review and action.

Health Department Reports – Discussion: Board members received a copy of the Health Department's financial statement and program services for May and Ms. Nelson provided details and answered questions concerning these reports. Members were also provided a copy of the Community Health Improvement Plan (CHIP) meeting minutes for April 21st, 2016 that highlighted the top five health issue priorities. Ms. Nelson also provided a copy of an organizational chart outlining the addition of Bureau of Aging and Disability Resource Centers under the Division of Public Health.

Monroe County Department of Human Services:

Approve March 17th, 2016 Human Services Board Meeting Minutes – Discussion/Action: A MOTION WAS MADE BY DAVID PIERCE, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the Human Services Board meeting minutes from March 17th, 2016 as written. Ms. Moriarty left the meeting at 9:32 a.m.

Human Services Board Orientation Packet – Discussion: Mr. Hamilton provided Board members a packet of organizational information and shared details about the items in the packet.

Presentation on Regional CAN Report (Child Abuse and Neglect) – Discussion: Daina Dobbs, Supervisor for the Children and Family Services unit in Human Services, provided the Board with an overview of the Child Abuse and Neglect (CAN) Report Partnership that includes Chippewa, Monroe, Pepin, and Taylor Counties. She provided a handout that identified governance/leadership roles, a flow chart for handling calls/referrals, and anticipated budget

considerations. Planning is currently on hold until some statutory language has been clarified. Board members were informed that more details will be provided as the Partnership evolves. Dr. Emma Ledbetter was excused from the meeting at 9:50 a.m.

Update on Western Region Integrated Care (WRIC) – Discussion: Mr. Hamilton shared that Jackson County has submitted their intent to terminate their participation in the Western Region Integrated Care (WRIC) Consortium and explained the impact of their separation from the group.

Human Services Program and Fiscal Reports/Updates – Discussion:

Program Area Statistical Reports – Discussion: Program statistics were shared for services provided under Behavioral Health, Children and Families, Economic Support, and the Aging and Disability Resource Center (ADRC).

Request to Increase Social Worker’s Credit Card Limit – Discussion/Action: Following explanation of the request, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY CYNDI WISE, AND CARRIED WITH ALL IN FAVOR to approve the increase in a Social Worker’s credit card limit from \$1,000 to \$2,500 and forward to the Finance Committee for their review and action.

2016 Purchase of Service Amended Contract(s) – Discussion/Action: Mr. Hamilton reviewed the need for some adjustments to purchase of service contracts for Flock’s Guardians with the Energy Assistance Program, Trempealeau County Health Care Center, and Tellurian. A MOTION WAS MADE BY CYNDI WISE, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the adjustment in the purchase of services contracts identified above with an increased amount of \$508,619, and forward to the Finance Committee for their review and action.

Monthly Financial Report – Discussion: Board members were provided a financial report for April and Mr. Hamilton addressed items in the report, noting the budget is \$151,596 over budget.

Date of Next Meeting: The next meeting of the Health and Human Services Board is scheduled for Tuesday, July 5th, 2016 at 8:30 a.m. in the Community Services Center, Building A, 4th floor, Room 443-444. Agenda items noted for inclusion, in addition to regular reports, were presentations on Senior Services meal sites, the WIC Program, and the Human Services budget.

Adjournment: A MOTION WAS MADE BY MARY VON RUDEN, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to adjourn this meeting. The meeting adjourned at 10:25 a.m.

Respectfully submitted:



Cathy L. Abbott, Recording Secretary