

Richland County

HHS & Veterans Standing Committee

December 8, 2022

The Richland County Health and Human Services & Veterans Committee convened on Thursday, December 8, 2022, in the County Board room at 181 W. Seminary Street, in person, via videoconference and teleconference.

Committee members present included Ken Rynes, Francis Braithwaite, Lee Van Landuyt, Ingrid Glasbrenner, Tim Gottschall, Cindy Chicker and Dr. Jerel Berres. Kerry Severson, Donald Seep and Danielle Rudersdorf, attended by Web Ex.

Department heads, staff, and public present were Karen Knock, Trisha Clements, Angie Rizner, Meghan Rohn, Jaymie Bruckner, Teresa Nundahl, Edie Arneson, and Rose Kohout. Roxanne Klubertanz-Gerber, Sharon Pasold, Briana Turk, and Barbara Scott logged in by WebEx. John Couey was present from MIS running the teleconferencing.

Not Present:

Agenda:

1. **Call to order:** Committee Chair Ingrid Glasbrenner called the meeting to order at 9:30 a.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Ken Rynes.
3. **Proof of notification:** Chair Ingrid Glasbrenner verified that the meeting had been properly posted.
4. **Approve Agenda:** Motion by Ken Rynes, seconded by Cindy Chicker to approve the agenda and proper posting. Motion Carried.
5. **Approve Previous Meeting Minutes:** Motion by Tim Gottschall, seconded by Lee Van Landuyt to approve the November 7, 2022 Health & Human Services & Veterans Standing Committee minutes. Motion carried.
6. **Public Comment:** Public comment was permitted during agenda item #16.
7. **Responses to Referendum Ad Hoc Committee Questions:** Ingrid Glasbrenner explained that a list of questions were presented to Health & Human Services from the 2022 Referendum Ad Hoc Committee and the questions and responses were reviewed by Tricia Clements. Follow up discussion was held regarding several of the questions. In reference to questioned #8 regarding the impact of a \$10,000 reduction to the Transportation Program, Ingrid Glasbrenner questioned if currently more tax levy is being provided than the required match. Tricia Clements explained that because match can be in either cash or in kind services, the mandatory amount was allocated in case the in kind services were not met. Dr. Berres questioned if borrowing money for placements is recommended and, if so, how that would save money. Tricia Clements explained that this has not been done by any county yet, however is starting to be investigated. It was explained that short term borrowing can be utilized to increase the tax levy to pay for placement expenses and is an effective way to manage the cash flow.
8. **Discuss Personal Use of County Property:** Ingrid Glasbrenner read an email from the Rules and Strategic Planning Standing Committee. The county wide ethics ordinance has been reviewed and the current ordinance does not contain language regarding employee or public official's use of public property. Potential additional language was read and the Rules and Strategic Planning Standing Committee wants to ensure the addition of this language will not result in any unforeseen issues with departments. After some discussion it was determined that the addition of this language would not cause any negative issues for Health and Human Services or Veterans Services.

Richland County

HHS & Veterans Standing Committee

Veterans Service Office

Action Items:

9. **2022 VSO Budget Summary:** The VSO Budget was made available for review and Karen Knock noted that while there were a few expenses in the last month, there was nothing else out of the norm.

Administrative Report:

10. **Veterans Services Officer, Karen Knock:** Karen Knock announce that HR4601 passed the Senate with a huge majority and will now go to the House. The Veterans Services Office also participated in two different outreach efforts, including bell ringing and the rotary lights. The new Benefit Specialist will be due to pass probation next month.
11. **Monthly Visitor Log Report:** Discussion was held regarding how often the monthly visitor log report needs to be presented, if it should be information only, or if discussion is needed. Ken Rynes noted he would be okay with the log being made available no less than quarterly for trending purposes.

Health & Human Services

Consent Items

12. **HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000):** No discussion.
13. **2022 HHS Budget Summary & Richland County Placement Report:** No discussion.
14. **2022 HHS Contract Monitoring Report:** No discussion.

Action Items:

15. **Approve HHS contracts, Agreements, and Amendments:**

RICHLAND COUNTY HEALTH AND HUMAN SERVICES		
2022 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (12-8-2022)		
OXFORD HOUSE, INC.	To provide sober living home treatment to an individual who is being served by the child & youth Services Unit. (Madison)	For a total amount not to exceed \$1,000

Motion by Lee Van Landuyt, seconded by Francis Braithwaite to approve the new 2022 agreement. Motion carried.

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Motion by Cindy Chicker, seconded by Tim Gottschall to approve the new 2023 agreement. Motion carried.

Richland County

HHS & Veterans Standing Committee

- 16. Approve the Removal of a Comprehensive Community Services (CCS) Coordinating Committee Member:** Due to concerns regarding a conflict of interest, it is being recommended by the County Administrator that Edie Arneson be removed from her current appointment to the Comprehensive Community Services Coordinating Committee. Edie Arneson spoke and questioned how her current employment is a conflict of interest and requested more information. Tricia Clements provided a brief overview of Ms. Arneson's history with the agency and noted a number of potential concerns including the recruitment of staff, and funneling of services. Ms. Arneson denied services were funneled to Kickapoo Counseling. Discussion was held regarding what Edie Arneson's interest is on the committee. Motion by Tim Gottschall, seconded by Ken Rynes to recommend Edie Arneson be removed from her current appointment to the Comprehensive Community Services Coordinating Committee. Tim Gottschall noted that previous employees can make effective board members, however the issue here is the current contract with Kickapoo Counseling. Motion carried.
- 17. Approve the Application and Acceptance of a Walmart Local Community Grant:** Rose Kohout explained that Walmart.org local community grants provide direct funding ranging from \$250-\$5,000 from Walmart and Sam's Club to eligible local organizations to support activities occurring within specific areas. The Richland County Nutrition Program is an eligible entity. Motion by Cindy Chicker, seconded by Danielle Rudersdorf to approve the Richland County Nutrition Program's request to apply for a Walmart.org local community grant, and forward the recommendation onto the County Administrator for approval. Motion carried.
- 18. Approve the 2023 Public Health Fee Schedule:** Each year in December the Board is required to approve the Public Health Fee Schedule for the upcoming year. It was recommended that there be an increase in the cost of TB Skin Test to \$15 per test. Motion by Ken Ryes, seconded by Lee Van Landuyt to approve the 2023 Public Health Fee Schedule with an increase in the cost of TB Skin Tests to \$15. Motion carried.
- 19. Approve the 2023 Behavioral Health Services Fee Schedule:** Each year in December the Board is required to approve the Behavioral Health Services Fee Schedule for the upcoming year with no increase in rates. Motion by Francis Braithwaite, seconded by Danielle Rudersdorf to approve the 2023 Behavioral Health Services Fee Schedule. Motion carried.

Administrative Report:

- 20. Director, Tricia Clements:** Tricia Clements provided highlights and program updates for each unit of the agency including staffing updates, trainings, events, and updates on new and ongoing initiatives.
- 21. Discuss the implications to HHS of Centralizing Human Resources and Finance Functions:** Research is currently being conducted pertaining to centralizing human resource and finance functions in 2024. Tricia Clements explained that Administrator Langreck gave his recommendation at the Finance and Personnel Committee and the recommendation does have staffing implications to Health and Human Services. Two positions would be eliminated and it was emphasized the importance of Department Heads having the authority to determine how duties are shifted and what positions would be eliminated. A fiscal department would also be created and two fiscal specialists from Health and Human Services would be lost to the centralization as well.

Tim Gottschall gave an update from the last Finance and Personnel Committee meeting and noted that the committee is advising Administrator Langreck to devise a plan for a centralized HR and Finance department that will create a saving of \$100,000. It was noted that it appeared Health and Human Services is being pillaged and all departments need to be looked at and not just Health and Human Services.

Specific duties that could be impacted by centralization were reviewed. It was noted that about $\frac{3}{4}$ of a position would be eliminated and discussion was held regarding what this would look like. Other duties performed by these positions were reviewed.

Richland County

HHS & Veterans Standing Committee

Personnel:

22. HHS Personnel Updates: Tricia Clements announced the hiring of Paul Bransky, Temp/Casual Spanish Language Interpreter, effective December 5, 2022; Savannah DuCharme, Substance Abuse Counselor, effective December 18, 2022; and Tiffany Olson, LTE Treatment Court Consultant, effective October 17, 2022. The resignation was also reported of Tiffany Olson, LTE Treatment Court Consultant, effective November 23, 2022.

Advertising or interviewing is occurring for 6 vacant positions including the Adult Protective Services Worker, 2 Mental Health Therapists, and 3 Mental Health Case Managers.

23. Quarterly Review of Organization Chart: Angie Rizner discussed the changes that have occurred in the organizational chart since it was last reviewed. Angie Rizner also explained the color coding system and key codes. All vacancies and new hires were highlighted in each of the units as well.

Closing:

24. Future Agenda Items: Potential centralization as standing item. Community needs health assessment.

25. Adjournment: The next meeting is scheduled for January 12, 2022 at 9:30 a.m. in the Richland County Board room and via WebEx. Motion by Ken Rynes, seconded by Cindy Chicker to adjourn the meeting. Motion carried.

Respectfully Submitted,
Meghan Rohn
Confidential Administrative Secretary