

# Richland County

HHS & Veterans Standing Committee

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July 13, 2023

The Richland County Health and Human Services & Veterans Committee convened on Thursday, July 13, 2023, in the County Board room at 181 W. Seminary Street, in person, via videoconference, and teleconference.

Committee members present included Lee Van Landuyt, Ken Rynes, Francis Braithwaite, Ingrid Glasbrenner, Kerry Severson, Cindy Chicker, Danielle Rudersdorf, Tim Gottschall, and Sherry Hillesheim. Donald Seep attended by WebEx from 6:48pm to 7:08pm.

Department heads, staff, and public present were, Trisha Clements, Meghan Rohn, Jaymie Bruckner, Brandi Christianson, Briana Turk, Jon Hochkammer, Candace Pesch, Roxanne Klubertanz-Gerber, Stephanie Ronnfeldt, Brandie Anderson, Karen Knock, and Jessica Tisdale. Barb Scott and Jason Marshall were present from MIS running the teleconferencing.

## Agenda:

1. **Call to order:** Committee Chair Ingrid Glasbrenner called the meeting to order at 6:00 p.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. **Introductions and Review the Purpose of the Public Hearing:** Ingrid Glasbrenner reviewed the rules and purpose of the Public Hearing and invited any present, either in public or virtually to speak.
6. **Citizen Comments Related to the 2024 HHS Programs and Services:** No public comments were offered.
7. **Approve Previous Meeting Minutes:** Motion by Francis Braithwaite, seconded by Lee Van Landuyt, to approve the June 8, 2023, Health & Human Services & Veterans Standing Committee minutes. Motion carried.

## **Veterans Service Office**

### Consent Items:

8. **2023 VSO Budget Summary:** Karen Knock reported that the Veterans Services Office Budget Summary Report has been posted in the Health & Human Services and Veterans Standing Committee folder for members to review.

### Administrative Report:

9. **Veterans Services Officer, Karen Knock:** Veterans Services Officer, Karen Knock, provided highlights and program updates for the Veterans Services Office, including highlights from the recently attended national conference. Quarterly reports pertaining to calls and walk-ins were provided in the committee folder for review. Danielle Rudersdorf requested a color key be added to these reports in the future. Karen Knock also reported that the budget proposal for 2024 has been started but is not yet complete.

Karen Knock left the meeting.

## **Health & Human Services**

### Consent Items

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10. **HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000):** The Health and Human Services Expenditure Report was made available for review.
11. **2023 HHS Budget Summary & Richland County Placement Report:** The Health and Human Services Budget Summary and Richland County Placement Report were made available to the committee. Stephanie Ronnfeldt reviewed both documents in more detail for the benefit of the new County Administrator.
12. **2022 HHS Contract Monitoring Report:** The Health and Human Services Contract Monitoring Report was made available in the committee folder for review. Jaymie Bruckner reviewed the Contract Monitoring Report in more detail for the benefit of the new County Administrator.

Action Items:

**13. Approve Amended HHS contracts, Agreements, and Amendments:**

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (6-8-2023)		
<b>MOE'S TRANSITIONAL LIVING CENTER</b>	To provide group home placement services for youth being served by the Child & Youth Services Unit. (Milwaukee)  <i>This will require County Board Approval</i>	For a total amount not to exceed <b>\$115,000</b> .

Motion by Danielle Rudersdorf, seconded by Kerry Severson to approve the New 2023 contract and forward on to the County Board for approval. Motion carried.

14. **Approve the Richland County Transportation Programs 2024 5310 Operating Grant Application:** Roxanne Klubertanz-Gerber discussed the Section 5310 Vehicle and Operating Grant available through the Wisconsin Department of Transportation. The application includes a 50% minimum match, to leverage up to an additional \$30,172.80, however since the match can be in kind, no additional tax level is required. Funding is used to improve mobility for seniors and individuals with disabilities. Motion by Kerry Severson, seconded by Ken Rynes approve the application and subsequent acceptance by the ADRC of a 2024 5310 Operating Grant through the Wisconsin Department of Transportation. Motion carried.
15. **Creation of Public Health Specialist Position:** Tricia Clements explained that due to the continued difficulty the agency is having filling vacant Public Health Nurse positions, Health and Human Services is looking to create a Public Health Specialist position. The new position would not require a nursing degree, would be able to complete many of the statutorily required duties of the Public Health Unit, and will allow the unit to function more efficiently. It was also explained that if this position were to be created, Health and Human Services would fill either the vacant Public Health Nurse position or the Public Health Specialist position, however no Public Health Nurse positions should be eliminated. At any given time, the unit will have a maximum of 3 employees, including the Health Officer/Manager. The other two employees shall be nurses, Public Health Specialists, or a combination of the two. Motion by Ken Rynes, seconded by Danielle Rudersdorf to present a resolution to the County Board approving the creation of a Public Health Specialist Position. Ingrid Glasbrenner questioned if the expectation is that the Public Health Specialist Position will be easier to fill than the Public Health Nurse position, and it was confirmed that this is the expectation. Motion carried.

Administrative Report:

16. **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. A written handout was provided in the folder for committee members to review.

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**17. Review of Community Health Assessment & Community Health Improvement Plan:** Brandie Anderson reviewed the results of the Community Health Assessment and the completed Community Health Improvement Plan. Health and Human Services contracted with Impact Community Planning Group, LLC. to complete the project. Public Health departments are required to develop and implement local health plans to address the needs of their residents every 5 years, however the last plan that was completed was for 2016-2021.

Brandie Anderson explained the purpose of the Community Health Assessment, and reviewed the data collection process. Completion of the Community Health Assessment resulted in the identified the top two health priorities for Richland County to be mental health and substance use. The results from the assessment guide in the creation of the Community Health Improvement Plan. Goals identified in the Community Health Improvement Plan included improving the mental health of Richland County adults, and reducing binge drinking among Richland County adults. Once the Public Health Unit is fully staff a lead will be appointed to focus on the work needed to achieve these goals. Updates will be provided to the Health and Human Services & Veterans Standing Committee every 6 months.

**18. Review 2022 HHS Annual Report:** The 2022 Health and Human Services Annual Report has been uploaded to the folder to be reviewed. Managers from each unit within the agency took time to highlight programs and services provided by their unit. Several committee members complimented the report and noted it is well done and is an excellent resource for understanding the large number of programs and services provided by Health and Human Services.

Closing:

**19. Future Agenda Items:** 2024 HHS Budget.

**20. Adjournment:** The next meeting is scheduled for August 10, 2023, at 9:30 a.m. in the Richland County Boardroom and via WebEx. Motion by Lee Van Landuyt, seconded by Ken Rynes to adjourn the meeting. Motion carried.

Respectfully Submitted,  
Meghan Rohn  
Confidential Administrative Secretary