

HEALTH AND HUMAN SERVICES COMMITTEE  
November 14, 2024

The Health and Human Services Committee met on Thursday, November 14, 2024 at the Community Service Building 8820 US Hwy 61, Lancaster, WI 53813 in the CSB conference room.

The meeting was called to order at 5:00 p.m. by Chair Gary Ranum.

Members present: Gary Ranum, Diane Nelson, Rick Sanson, Carol Beals, Mary Kay Logemann, Adam Day, Rich Dhyanchand (z) and Neil Martin (z).

Others present: Robert Keeney, County Board Chairman; Nate Dreckman, County Administrator; Department of Social Services - CeCe Fishnick, Interim Director; LeaAnne Smith, Office & Financial Coordinator; Health Department - Kessa Klaas, Health Officer; Amy Miller, Asst. Director; County Clerk - Tonya White (z), Citizen - Holly Muench.

The meeting was found to be in compliance with the open meeting laws. Rick Sanson made a motion to approve the agenda, second by Diane Nelson, motion carried.

**Health and Human Services Minutes October 10<sup>th</sup>, 2024**: Mary Kay Logemann made a motion to approve the Health and Human Services minutes; Carol Beals seconded the motion, the motion carried.

**Citizen Comments**- None

**HEALTH DEPARTMENT FINANCIAL REPORTS:**

**VOUCHERS AND CREDIT CARD**: The Board reviewed the September and October vouchers and credit card accounts. Mary Kay Logemann made a motion to approve the vouchers and credit card, seconded by Rick Sanson, motion carried.

**MONTHLY FINANCIAL REPORT**: The Board reviewed the monthly financial report. Rick Sanson made a motion to accept the monthly financial report, seconded by Adam Day, motion carried.

**SEMINARS AND TRAINING COSTS**: Informational only.

*Retirement/resignation of Mary Kay Logemann and appointment of Holly Muench as a citizen member of the Board*: Mary Kay Logemann gave her notice of retirement. It was suggested Holly Muench as her replacement. Carol Beals made a motion to recommend Holly Muench for citizen representation on the Health and Human Services board to Bob Keeney to take to the full county board, seconded by Rich Dhyanchand, motion carried.

*Process for filling vacant positions-possible approval of Admin II/Fiscal position new hire*: Kessa stated they have hired Amy Belscamper for the Admin II/Fiscal position and she will be starting Monday. Kessa asked Nate Dreckman for clarification of the hiring process. Nate stated; first contact your Board Chair and they can authorize the posting, then the HR Department will get the posting ready, the committee will have the final approval to refill the position. Rick made a motion to refill the Admin II/Fiscal position, seconded by Adam Day, motion carried.

Amy Miller stated the current process slows the process of hiring. Bob Keeney stated this will change in the future.

### **Health Department Health Officer Report**

Kessa stated they are continuing to see cases of Pertussis in the county, a couple cases a week. The flu clinic is finished up but one. Kessa shared the percentage of people who have received the flu vaccine in Wisconsin. It was asked if there is a vaccine for Pertussis, Kessa stated there is and people receiving the COVID vaccine is up. Discussion on the feedback received from schools Board on the gift card given for students receiving a flu vaccine. Adam Day made a motion to approve the Director's report, seconded by Rick Sanson, motion carried.

**Health Department Assistant Director's Report** – Amy stated she ran statistics and the patient census is the same in Home Care. Amy ran Year to Date numbers, 2023 there were 347 patients and in 2024 there are 303 patients on services. Amy stated the difference is the staffing we have had and difficulty in retaining employees as it takes some time to learn Home Care. Amy stated in 2023 there were 158 perspective patients and in 2024 we have 217 perspective patients. If the Department was fully staffed and trained they could have seen a lot more patients. Hospice they currently had 10 patients last month and are at 9 and each have one perspective. Year to date total in 2023; 36 patients and 2024 45 patients, currently there are two hospice nurses. Rick Sanson made a motion to approve the Assistant Director's report, seconded by Diane Nelson, motion carried.

### **DEPARTMENT OF SOCIAL SERVICES FINANCIAL REPORTS:**

**VOUCHERS:** The Board reviewed the Voucher Accounts. Rick Sanson made a motion to approve the vouchers, seconded by Adam Day, motion carried.

**MONTHLY FINANCIAL REPORT:** The Board reviewed the Monthly Financial report. Carol Beals made a motion to approve the monthly financial report, seconded by Diane Nelson, motion carried.

**SEMINARS AND TRAINING COSTS:** The Board reviewed the seminar and training costs. Board accepted the Seminars and Training report as informational.

**Caregiver Grant -** CeCe stated the Caregiver Grant was brought to the full county board already as it has to be in by December 8<sup>th</sup>. CeCe explained what the Grant is used for. CeCe is asking for approval to apply for the Grant. Rick Sanson made a motion to approve applying for the Caregiver Grant, seconded by Mary Kay Logemann, motion carried.

**APS Policy:** CeCe stated there has been a lot of work with the Adult Protective Services program and has taken the lead on this with Dustin Bierman and Ben Gavinski. They are finding there is not a Policy and Procedure in place that helps the workers guide them. CeCe stated it is her understanding a policy needs to be passed by the Health and Human Services Board if one is created. CeCe stated she reached out to other Counties on their policy. CeCe explained the policy and explained different circumstances. Discussion on the policy; CeCe will make recommended changes. It was asked if Ben Wood had looked the policy over because of some wording being questioned. CeCe will review the policy with Attorney Ben Wood and bring it back to next month board meeting. Carol Beals made a motion to postpone the APS policy until next month, Rick Sanson seconded the motion, motion carried.

Pay request/step for Economic Support Worker: CeCe explained the current Lead Economic Support worker requested to step down to an Economic Support Worker. CeCe worked with Nate Dreckman and Dawn Mergen on this. There were three internal Economic Support workers who applied for the Lead; interviews were done. The worker hired will be transferring over to the Lead position the beginning of January. CeCe stated normally you would go to the next step that would give you the pay increase, which would only give her a .26 pay increase; CeCe is requesting to move her up to the step 8, which would give her .87 pay increase. CeCe is also requesting after a year of being at a step 8 she go to a step 9 versus waiting two years per the wage scale. Adam Day asked why she could not start at a step 9; discussion on requesting to start the Lead worker at a step 9. CeCe is requesting approval to take this to the Executive Committee. Adam Day made a motion to bring to the Executive Committee to start the Lead Worker at a step 9, seconded by Carol Beals, motion carried.

Pay request/step for Lead Economic Support Worker: CeCe stated the worker voluntarily stepping down has 6 years of service and they understand that per policy goes in at step 4, but would like to go in at step 6, which would be .81 less; A step 4 would be \$2.00 less. Adam Day made a motion to take to the Executive Committee for this worker to take the lesser position at a step 6, seconded by Diane Nelson, motion carried.

**DIRECTORS REPORT:** CeCe stated the Home Energy program is booked out to the second week of December. LeaAnne has been working on the finance entries and procedure updates due to the audit and is working with Patrick on this. CeCe stated the Southern Consortium went on the cloud and the transition was pretty good. Social Workers, a couple kids had to go into a higher placement, but should be short-term. Adult Protective Services has been working in coming up with a policy and procedure. It was discovered a program "Passer", patient screenings, did not come over to us when the Adult Protective Services transferred from Unified. CeCe has done a couple of these and they went well. Adam Day made a motion to accept the Director's report, seconded by Carol Beals, motion carried.

**ADJOURNMENT-** At 6:30 P.M. Diane Nelson made a motion to adjourn until December 12<sup>th</sup>, 2024 at 5:00 PM, which was seconded by Adam Day. The motion carried, the meeting was adjourned.