

Port Washington, Wisconsin  
August 17, 2010

The Health & Human Services Board/Committee met in Room A-200 of the Administration Center.

Present: Supervisors Bock, Hertz, and Walerstein, Board Members Wirth, and Buenger. Staff: County Administrator Meaux, Human Services Director Haupt, Public Health Director Gruebling, ADRC Director Pike, Aging Services Manager Ferrell, Administrative Services Coordinator Sauer, and County Clerk Winkelhorst.

Absent: Supervisors Callen and Meyer, Board Members Lueders-Bolwerk and Perez.

Note: \* Health & Human Services Vote included.

Call to Order/Proper Notice/Adoption of Agenda\*: Meeting called to order by Chairperson Bock at 3:00pm. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Hertz, seconded by Board Member Buenger to adopt the agenda as presented. All members present voting aye. Motion carried. (5-0)

Public Comments/Correspondence/Communications: There was none.

Approve Minutes from the July 20 Meeting\*: Motion made by Supervisor Hertz, seconded by Board Member Buenger, to approve the minutes from the July 20 meeting as submitted. All members present voting aye. Motion carried. (5-0)

Public Health:

Action Items:

Proposed Department Reorganization: Ms. Gruebling stated that in reviewing the department and the way it is organized she doesn't feel that it is effective and efficient. The reorganization chart was reviewed. Ms. Gruebling is proposing the elimination of the Assistant Director position and to organize the department by programs. The following action items will reflect this reorganization.

Review/Approve Creation of Nursing Supervisor Position: The Nursing Supervisor position would be created to replace the Assistant Director. This position would have oversight of the nursing staff on a day-to-day basis and would maintain an active role in nursing. This would eliminate a Nursing position but not an employee as they would be moving into the Supervisor position. Currently there are monies set aside in the 2010 budget for the Assistant Director that would be used for this position for the remainder of the year. Ms. Gruebling reviewed the cost reductions and increases in revenue to support the position for 2011.

Motion made by Supervisor Hertz, seconded by Supervisor Walerstein to approve the creation of the Nursing Supervisor position. All members present voting aye. Motion carried. (3-0)

Review/Approve Creation of Health Educator Position: Ms. Gruebling stated that one of her primary goals is to be more active in community outreach and partnerships. The role of this position would be to be the contact person once a community coalition is established. This person will be actively looking for grants, working with community partners to move intervention or prevention efforts forward, working closely with nursing staff on education; and some environmental health work as well. She feels strongly that this is a position that is lacking in the department and can really be an asset. It is expected that within one year this position will be funded 30% by grants and her perspective on grants is that if you are grant funded it is part of

your job to maintain funding for your position. This is a new position to begin on January 1, 2011. Discussion on the availability of grants.

Motion made by Supervisor Walerstein, seconded by Supervisor Hertz, to approve the creation of the Health Educator position for 2011 and to continue into 2012 the position must be partially grant funded. All members present voting aye. Motion carried. (3-0)

Review/Approve Ozaukee County WIC Program\*: Ms. Gruebling explained that the Women, Infant & Children (WIC) Program is another component of the department reorganization. Since 1990 Ozaukee County has had a Memorandum of Understanding with Washington County to run the Ozaukee County WIC Clinic. This program is housed in the Public Health Department in order to link this clientele to other services that the County provides. Although Washington County does a great job they are not connected to the resources that Ozaukee County has. They come in four days per month. The continuity of care is lacking and this is not an effective way of using the nursing staff. The loss of infrastructure is part of that as with this program a Registered Dietician is part of the staff. This position would be able to assist in other programs. In 1990 it was a smaller WIC Program serving 100 clients. In 2010 there are 450-600 clients seen per month. Those numbers are expected to rise.

WIC is funded separately from the state. Ozaukee County receives no funding, as it is all given to Washington County. Ms. Gruebling is unsure of the exact amount of funding that the County would receive if the County took over the program. The next step would be to go to the state to find out the budget implications and how can Ozaukee County take over this program. She is looking for support from the committee before she would do that. Discussion.

Motion made by Board Member Wirth, seconded by Supervisor Hertz to offer support, as it is in the committee's interest to pursue, to proceed with inquiries to the State and to grant conditional approval pending the details. All members present voting aye. Motion carried. (5-0)

Discussion Item:

Review of 2011 Proposed Budget: Ms. Gruebling and Ms. Sauer reviewed the proposed 2011 budget. The overall increase is 7%. There were several discrepancies in the 2010 budget that were grossly overestimated which contributed to the overall increase. The above action items are not reflected in the budget. Discussion and questions followed.

Management/Financial & Informational Reports: All local health departments are being asked to be a Tuberculosis (TB) dispensary. This hasn't been done in the past but will be pursued this year.

Ms. Gruebling will be showing the health department staff on September 7th at 9:15am a documentary entitled "Unnatural Causes". An invitation was extended to the committee. The purpose is to demonstrate why it is so important for the Public Health Department to become more involved in community efforts. Chairperson Bock requested that an invitation be extended to the County Board as well.

Aging & Disability Resource Center (ADRC):

Action Item:

Review/Approve Resolution to Amend the Policy & Procedure Manual – ADRC Board Composition: Ms Pike explained that the State has amended the requirements for the ADRC Board based on the populations that are enrolled in Family Care. There are more of the Developmentally Disabled individuals than the State anticipated. An additional representative needs to be added to the Board to represent the Developmentally Disabled population.

Motion made by Supervisor Hertz, seconded by Supervisor Walerstein to approve the changes to the Policy & Procedure Manual as it pertains to the composition of the ADRC Board as submitted. All members present voting aye. Motion carried. (3-0)

Discussion Item:

Review of 2011 Proposed Budget: Ms. Pike reviewed the proposed 2011 ADRC budget. This budget doesn't use any tax levy but is based on State grants, and Federal funding that is captured through time reporting. Discussion and questions followed.

4:00PM Fiscal Services Manager Connors and Fiscal Services Coordinator Mueller

Ms. Ferrell reviewed the proposed 2011 Aging Services budget. They are continuing to take a solid look at the Benefit Specialist program because the current full-time Elderly Benefits Specialist will be retiring in 2012. This position requires a minimum of six months to train. The Title III funds which supported a staff person in the Aging budget were reduced secondary to the ADRC state contract requirements for 2011. This in turn allows for these Title III funds to be used to add a part time staff person to alleviate high work load volume for the Elderly Benefit Specialist. This position has been budgeted for late in the year. The state has approved the use of those funds for this purpose. There is a decrease of 1% in the overall budget. Discussion and questions followed.

Management/Financial/Informational Reports:

ADRC Financial Report: Included in the packet. There were no further questions.

Aging Services Financial Report: Included in the packet. There were no further questions.

Human Services:

Discussion Item:

Review of 2011 Proposed Budget: Mr. Haupt reviewed the proposed 2011 budget. While there have been a number of budget reductions proposed for 2011 it was noted that the most significant reduction is in the area of prevention programming. We were able to maintain 2010 funding for the non-profit agency Starting Point of Ozaukee County because we were able to utilize federal stimulus dollars. Because this funding will not be available for 2011 our grant allocation for Starting Point has been reduced by \$37,000. Overall the 2011 proposed budget represents a 1% decrease in County Levy. Discussion and questions followed.

4:40PM Board Member Buenger excused.

Management/Financial/Informational Reports: Included in the packet. There were no further questions.

Next Meeting Date: Tuesday, September 21, 2010 at 3:00pm.

Adjournment\*: Motion made by Supervisor Hertz, seconded by Supervisor Walerstein to adjourn. All members present voting aye. Motion carried. (4-0)

Meeting adjourned at 4:45PM

*Julianne B. Winkelhorst, County Clerk*