

## Buffalo County Minutes

**Committee/Board:** Health and Human Services and Veterans Service Committee

**Date of Meeting:** Thursday, June 2, 2022

**Electronic and Hard Copy Filing Date:**

**Location:** Department of Health and Human Services  
Buffalo County Courthouse  
2<sup>nd</sup> Floor Conference Room  
407 S 2<sup>nd</sup> Street, Alma, Wisconsin

### **1. CALL TO ORDER/ROLL CALL OF MEMBERS**

Member's present were Kim Beseler, Liz Hoffmaster, Carol McDonough, Mary Anne McMillan-Urell, Brian Michaels, Nathan Nelson, and Brad Schmidtkecht. Wendy Kleinschmidt and Richard Mueller were excused absences.

### **OTHERS PRESENT FOR ALL OR PART OF THE MEETING**

Dave Rynders, Mary Hildebrand, Felicia Decker, Josie Knauber, Christa Cupp, and Ryan VanDeWalle.

### **2. PUBLIC COMMENT REGARDING ANY MATTERS THAT WILL BE TAKEN UP BY THE COMMITTEE AT THIS MEETING.**

None

### **3. REVIEW/DISCUSSION/ACTION – MINUTES OF THE PREVIOUS MEETING**

A motion was made by Mr. Schmidtkecht and seconded by Ms. McDonough to approve the May 5, 2022, minutes as presented. Motion approved.

### **4. REVIEW/DISCUSSION/ACTION – VETERANS SERVICES MONTHLY REPORT**

Ms. Decker provided an overview of the activities and stats in the Veterans office for the month of May. The Administrative Benefit Specialist position was approved and (5) interviews are set-up for Wednesday, June 8<sup>th</sup>, 2022. Ms. Decker reported on the Yellow Ribbon event held in Madison. The goal is to connect with Veterans right before they get out of the service. Contacts were made with 65 veterans connecting them with their CVSOS. Ms. Decker also attended the NW/SW Association training and presented the programs available. No updates on the Veteran brick memorial project. Ms. Beseler suggested setting up a display for the brick memorial project at the VFW Cochrane-Buffalo City chicken ques to encourage donations.

### **5. REVIEW/DISCUSSION/ACTION - VETERANS SERVICES MONTHLY VOUCHERS**

The monthly vouchers were reviewed. A motion was made by Ms. Beseler and seconded by Mr. Nelson to approve the monthly vouchers as presented. Motion approved.

## **6. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH REPORT**

Ms. Knauber provided the monthly case/investigation stats for review noting the COVID numbers have increased. Public Health updates include the distribution of carbon monoxide detectors to schools which are also available to the community. A request to the Department of Agriculture, Trade and Consumer Protection (DATCP) was made to obtain a list of all registered poultry flocks in Buffalo County to provide education if needed due to HPAI (Highly Pathogenic Avian Influenza). The WI DNR confirmed three wild red fox kits in Wisconsin tested positive for a strain of HPAI. Ms. Knauber identified the Wisconsin counties with poultry flocks and wild birds affected with HPAI. Report of recent Monkeypox cases and cases of children with hepatitis from an unknown origin were also addressed by Ms. Knauber. Additional updates include:

- Vaccine booster rates as of 5/26/2022
- 116 assessment surveys have been returned via mail and 25 electronic surveys have been received as of 6-2-2022
- Public Health Educator activities
- Public Health Staff leaving Buffalo County employment
- Staff attending WPHA/WALHDAB Annual Conference

## **7. REVIEW/DISCUSSION/ACTION – PUBLIC HEALTH ANNUAL REPORT**

The annual Public Health report was presented by Ms. Knauber highlighting the Staff and Services offered which include: Immunizations, Communicable Disease Prevention & Control, Rural Farms Clinical, Lead Poisoning Prevention, Human Health Hazards, Animal Bites, Water Testing, Transient Non-Community Public Water System (TNC), Environmental Health Inspections, Women, Infants, and Children (WIC), Community Health Assessment (CHA), Community Health Improvement Plan (CHIP), Botvin Lifeskills, Signs of Suicide (SOS), Tobacco Prevention, Narcan, and COVID-19 Response.

## **8. REVIEW/DISCUSSION/ACTION – REFILL HEALTH OFFICER/HEALTH SERVICES SUPERVISOR**

Mr. Rynders shared that Ms. Knauber submitted her resignation effective June 17, 2022. Mr. Rynders presented options to refill the health officer position which include exploring the idea of contracting for services with a neighboring county in the interim. Buffalo County health department is a Level II which requires a registered nurse on staff. Ms. Christa Cupp, Western Region Director, Office of Policy and Practice Alignment, Division of Public Health, Wisconsin Department of Health Services, was in attendance to explain the requirements of the health officer which includes three years' experience, a Bachelor of Science in nursing or Bachelor of Biological Science or Health Science degree, administrative or supervisory experience along with responsibility for communicable disease program.

After discussion, a motion was made by Mr. Schmidtkecht and seconded by Ms. McDonough to authorize refilling the health officer position and continue exploring the option of contracting services with another county in order to remain a Level II through the interim. Motion approved.

**9. REVIEW/DISCUSSION/ACTION – APPOINTMENT OF INTERIM HEALTH OFFICER/HEALTH SERVICES SUPERVISOR**

Mr. Rynders volunteered to be the Interim Health Officer until the position is filled. A motion was made by Ms. Hoffmaster and seconded by Mr. Nelson to appoint Mr. Rynders as the Interim Health Officer/Health Services Supervisor until the position is filled. Motion approved.

**10. REVIEW/DISCUSSION/ACTION – HEALTH OFFICER/HEALTH SERVICES SUPERVISOR POSITION DESCRIPTION**

Mr. Rynders presented updates to the health officer job description which included adding the pay classification. A motion was made to accept the updates to the position description by Ms. Beseler and seconded by Mr. Michaels. Motion approved.

**11. REVIEW/DISCUSSION/ACTION – POSITION DESCRIPTION UPDATES**

Mr. Rynders presented updates to four position descriptions which included adding the pay classification and duty updates. A motion was made by Mr. Nelson and seconded by Ms. McDonough to approve the updates presented which will then move forward to HR for approval. Motion approved.

**12. REVIEW/DISCUSSION/ACTION – DHHS FINANCIAL UPDATE**

Mr. Rynders reported that Ms. Zeman accepted the position of Account Clerk Supervisor and noting the Account Clerk position needs to be filled.

Mr. Rynders presented the financial update through December 2021 noting a \$390K surplus after an analysis was done by Ms. Zeman. The Agent of the State report was reviewed. The 2022 financial update was presented. Mr. Rynders addressed the overtime pay of \$1600+ which was supported by the consortium to cover vacancies in Economic Support.

**13. REVIEW/DISCUSSION/ACTION – DHHS MONTHLY VOUCHERS**

After review of the 2022 monthly vouchers, a motion was made by Mr. Schmidtkecht and seconded by Mr. Nelson to approve the monthly vouchers as presented. Motion approved.

**14. REVIEW/DISCUSSION/ACTION – MONTHLY UNIT REPORTS**

The monthly unit reports were reviewed with no discussion.

**15. REVIEW/DISCUSSION/ACTION – WESTERN DAIRYLAND COMMUNITY ACTION**

Ms. McMillan-Urell attended the meeting via zoom. Introductions were done due to new members on the committee and outstanding bills were passed. The committee will start meeting in person in July.

**16. REVIEW/DISCUSSION/ACTION – DHHS DIRECTOR REPORT**

Mr. Rynders reported Social Services was awarded a hometown health grant for \$25K from Mayo Clinic. The grant will be used for mental health and substance abuse counseling and substance abuse treatment for jail inmates via video conferencing. Mary Wood, from UW

Extension also received a grant to assist inmates in re-entry into the public which funds from that grant were used to purchase video equipment.

Mr. Rynders also reported that Paula Winters, Pepin County Director has resigned and has accepted the Human Services Director in Dunn County effective in July 2022.

**17. REVIEW/DISCUSSION/ACTION – CHAIRPERSON’S REPORT**

None

**18. REVIEW/DISCUSSION/ACTION – NEXT MEETING DATE AND TIME**

The next meeting is scheduled for Thursday, July 7, 2022, at 6:30 PM.

**19. PUBLIC COMMENT NOT RELATED TO AGENDA ITEMS**

None

**20. ADJOURNMENT**

The meeting adjourned at 8:11 PM.

Respectfully submitted,

Mary Hildebrand

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