



MINUTES  
HEALTH AND HUMAN SERVICES COMMITTEE  
HUMAN SERVICES BOARD  
REGULAR MEETING  
WEDNESDAY, MARCH 27, 2019 – 8:00 AM  
ADMINISTRATION CENTER - ROOM A-200  
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

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**1. CALL TO ORDER**

A regular meeting of the Health & Human Services Committee and Human Services Board was held in room A-200 at the Administration Center.

Attendee Name	Title	Status	Arrived
K. Geracie	Chairperson	Present	
D. Henrichs	Vice-Chairperson	Present	
D. Clark	Supervisor District 5	Present	
J. Braverman	Supervisor District 24	Excused	
M. Wolf	Supervisor District 11	Present	
Patricia Treffert	Board Member	Present	
Nitish Bangalore	Board Member	Present	
Chuck Sigurdson	Board Member	Present	

Staff present: County Administrator Dzwinel, Veterans Services Officer Johnson, Human Services Director Drake, Lasata Senior Living Campus Administrator Kohal, Business Manager Kummerlein, Aging Services Manager Dombrowski (8:05am), ADRC Director Pike (8:05am), Budget Manager Balke (8:09am), Human Resources Director McDonell (8:09am) and County Clerk Winkelhorst.

**2. PROPER NOTICE**

Chairperson Geracie called the meeting to order at 8:02AM. The clerk noticed the meeting as required.

**3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**

There was none.

**4. APPROVAL OF MINUTES**

a. February 27, 2019

Motion to approve the February 27, 2019 minutes as submitted.

HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** D. Henrichs, Vice-Chairperson

**SECONDER:** D. Clark, Supervisor District 5

**AYES:** Geracie, Henrichs, Clark, Wolf, Treffert, Bangalore, Sigurdson

**EXCUSED:** Braverman

**5. VETERANS SERVICES OFFICE**

*a. Management/Financial/Informational Reports*

1. Veterans Services Report

Mr. Johnson reported that forty-five students attended from four schools on Youth Government Day.

8:05AM ADRC Director Pike and Aging Services Manager Dombrowski joined the meeting.

**6. PUBLIC HEALTH**

*a. Action Items:*

1. Memorandum of Understanding with North Shore Health Department - Health Officer

8:09AM Budget Manager Balke and Human Resources Director McDonell joined the meeting.

Motion to approve the Memorandum of Understanding to allow the North Shore Health Officer to assist in management of the Public Health department until the current director returns and direct the County Administrator to execute.

**HEALTH AND HUMAN SERVICES COMMITTEE**

**RESULT:**       **APPROVED [UNANIMOUS]**

**MOVER:**        D. Clark, Supervisor District 5

**SECONDER:**   M. Wolf, Supervisor District 11

**AYES:**         Geracie, Henrichs, Clark, Wolf

**EXCUSED:**     Braverman

*b. Management/Financial/ Informational Reports*

1. Public Health Financials

There was no questions.

**7. LASATA CAMPUS**

*a. Action Items:*

1. Amending Chapter 4.03(17)(a) of the Ozaukee County Policy and Procedure Manual - Terms & Conditions of Employment: Physical Examinations

After evaluating the on-boarding program for new employees, Ms. Kohal noted several factors that were taken into consideration: the amount of time and cost of scheduling a physical, inconsistencies between clinics and type of assessments that are provided, physicals are not required by most other counties and for-profit agencies, zero correlation between physicals and workers compensation injuries, new hires with professional certifications or licensure have demonstrated the skills needed to do the job, and a job description is reviewed during the interview process.

Motion to approve the resolution amending the County Policy and Procedure Manual to eliminate the provision for pre-employment physical examinations for Lasata Senior Living Campus. The resolution will move forward to the Finance Committee for further action.

## HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:**       **APPROVE AND FORWARD [UNANIMOUS]**       **Next:**  
                          **3/28/2019 8:30 AM**

**MOVER:**        M. Wolf, Supervisor District 11

**SECONDER:**   D. Henrichs, Vice-Chairperson

**AYES:**         Geracie, Henrichs, Clark, Wolf

**EXCUSED:**     Braverman

**b. Discussion Items:**

## 1. Update on Lasata Heights Apartment Remodel

Chairperson Geracie provided some history and the expense that was involved with remodeling the first 30 apartments, a different approach is needed. Ms. Geracie and staff reviewed bids for “refreshing” the apartments one at a time for an estimated cost of \$16,000 per unit.

Ms. Kohal explained that “refreshing” an apartment would include kitchen cabinets, sink, countertops, flooring, carpeting, and ceiling fans in bedroom.

Discussion on local competition and rates.

**c. Management/Financial/Informational Reports**

## 1. Lasata Campus Monthly Reports

Ms. Kohal reported on a second wave of the flu with some units in isolation. New residents cannot be admitted to those units.

Census and financials were reviewed.

Discussion on rates for not remodeled, refreshed and fully remodeled apartments at Lasata Heights.

**8. ACTION ITEM:****a. Recommendation of Health & Human Services Project Submittals to Executive Committee**

Mr. Dzwinel explained the process and the scoring system for the proposals submitted by the departments.

Three projects were submitted for review by the Health & Human Services Committee:

- 1) Pharmacy Consultant - Not Recommended.
- 2) Fourth Floor Remodel in Human Services Department - Not Recommended.
- 3) Nutrition Program Van & Salad Bar Kiosks - Recommended.

After discussion on the proposal for a consultant to evaluate the feasibility of an on-site pharmacy for clients, the committee determined that staff should use a Request for Proposals approach for an on-site pharmacy independent of the county.

Motion to recommend for consideration the Nutrition Program van and salad bar kiosks for submittal to the Executive Committee.

**HEALTH AND HUMAN SERVICES COMMITTEE**

**RESULT:**       **APPROVED AND FORWARDED [UNANIMOUS]**       **Next:**  
                           **4/8/2019 3:00 PM**

**MOVER:**        M. Wolf, Supervisor District 11

**SECONDER:**   D. Henrichs, Vice-Chairperson

**AYES:**         Geracie, Henrichs, Clark, Wolf

**EXCUSED:**     Braverman

**9. AGING & DISABILITY RESOURCE CENTER (ADRC)**

*a. Management/Financial/Informational Reports*

1. Aging & ADRC Financial Reports

Ms. Pike distributed the Aging Department newsletter. There were no questions.

**10. HUMAN SERVICES**

*a. Discussion Items:*

1. Human Services 2018 Achievements Presentation

Ms. Drake presented updates on 2018 achievements:

Additional Billing position: Current on billing so not losing revenue due to untimely follow up.

Additional staff: Decrease in the number of children on waitlist for the Children's Waiver Program, which results in an increase in the number of open cases.

Trauma Informed Care Initiative: Able to shift funding to provide more services in the home rather than out of home placement.

Additional position for Adult Protective Services: Will be able to assist with the increase in referrals.

Nutrition Program: Profit from selling extra meals at the meal site for \$2.

Behavioral Health Program: Medication Assisted Treatment Transformation Program.

Additional position for Comprehensive Community Services Program: Addressed a gap in services for children in this program.

9:25AM Supervisor Wolf excused.

*b. Management/Financial/Informational Reports*

1. Human Services Financial Report

There were no questions.

**11. NEXT MEETING DATE**

Wednesday, April 24, 2019

**12. ADJOURNMENT**

Motion made by Supervisor Henrichs, seconded by Supervisor Clark to adjourn. Motion carried. Meeting adjourned at 9:30AM.

*Julianne B. Winkelhorst, County Clerk*