



MINUTES  
HEALTH AND HUMAN SERVICES COMMITTEE  
HUMAN SERVICES BOARD  
REGULAR MEETING  
WEDNESDAY, FEBRUARY 27, 2019 – 8:00 AM  
ADMINISTRATION CENTER - ROOM 118  
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 118 at the Administration Center.

Attendee Name	Title	Status	Arrived
K. Geracie	Chairperson	Excused	
D. Henrichs	Vice-Chairperson	Present	
D. Clark	Supervisor District 5	Present	
J. Braverman	Supervisor District 24	Present	8:02 AM
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, Human Services Director Drake, Public Health Business Manager Buechler, Lasata Campus Business Manager Kummerlein, Aging Services Manager Dombrowski (8:06am), ADRC Director Pike (8:06am), Lasata Senior Living Campus Administrator Kohal (8:09am) and County Clerk Winkelhorst.

**2. PROPER NOTICE**

Vice-Chairperson Henrichs called the meeting to order at 8:00 AM. The clerk properly noticed the meeting.

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

Chairperson Henrichs introduced Human Services Board member Chuck Sigurdson.

8:02 AM Supervisor Braverman in attendance.

**4. APPROVAL OF MINUTES**

a. November 28, 2018

Motion to approve the November 28, 2018 minutes as submitted.

HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]

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

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

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

**EXCUSED:** Geracie

**5. VETERANS SERVICES OFFICE**

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There were no questions.

8:09 AM Lasata Senior Living Campus Administrator Kohal joined the meeting.

## 7. AGING & DISABILITY RESOURCE CENTER (ADRC)

### a. Management/Financial/Informational Reports

#### 1. Aging/ADRC Financial Reports

Ms. Dombrowski explained that the van for the meal delivery program is in dire need of replacement and announced the Dementia Care Specialist is retiring.

Ms. Pike distributed an analysis on 2018 total contacts for the ADRC.

## 8. HUMAN SERVICES

### a. Action Items:

#### 1. Bid for Carpet Replacement on the Fourth Floor

Discussion on the single bid with no comparable bids presented.

The committee moved ahead in the agenda to item #3 until the Building Superintendent arrives to address questions on the bid.

8:36 AM Building Superintendent Hicks joined the meeting.

Mr. Hicks explained that there was an additional bid; however, moving the furniture was not included. Mr. Hicks stated the bid from JL Business Interiors is a competitive bid, moving furniture is included and the project will be completed at night to minimize disruption in the department. Going forward the committee would like to see more than one bid for a project.

Motion to approve the bid for carpet replacement on the fourth floor from JL Business Interiors for \$41,389.

### HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** ADOPTED [UNANIMOUS]

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

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

**AYES:** Henrichs, Clark, Braverman, Wolf

**EXCUSED:** Geracie

#### 2. Supplemental Appropriation Budget Amendment to Purchase Carpeting from Human Services Fund Balance

Motion to approve the Supplemental Appropriation Budget Amendment for use of Human Services Fund balance for carpet replacement. This will move forward to the Finance Committee for further action.

## HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:**       **APPROVED AND FORWARDED [UNANIMOUS] Next:**  
                           **2/28/2019 8:30 AM**

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

**SECONDER:**   J. Braverman, Supervisor District 24

**AYES:**         Henrichs, Clark, Braverman, Wolf

**EXCUSED:**     Geracie

3. Additional Fees for Intoxicated Driver Program Services

Ms. Drake explained that currently the charges are minimal and there are additional fees that the department has the ability to charge. The fees presented are typical of what other counties are charging.

Intoxicated Driver Program Fee Schedule

Assessment:        \$255

No Call/No Show: \$125

Intoxicated at Scheduled Assessment:   \$125

Cancellation:     \$75

Amendment/Extension to Driver Safety Plan:   \$75

Reinstatement of Driver Safety Plan:    \$100

Victim Impact Panel: \$10            \*No Call/No Show Fee       \$25

Motion to approve the Fee Schedule as presented.

## HEALTH AND HUMAN SERVICES COMMITTEE

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

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

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

**AYES:**         Henrichs, Clark, Braverman, Wolf

**EXCUSED:**     Geracie

Back to the order of the agenda.

4. Request for Ozaukee County Department of Human Services to be a Provider for Positive Identification Program

Motion to approve the Human Services Department's participation in the Positive Identification Program, authorizing the Human Services Director to execute the contract for one year with We Energies and for the Director to reevaluate the viability and extend the contract, if so desired.

## HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]**MOVER:** D. Clark, Supervisor District 5**SECONDER:** M. Wolf, Supervisor District 11**AYES:** Henrichs, Clark, Braverman, Wolf**EXCUSED:** Geracie

## 5. Carryover of 2018 Funds

Motion to approve the request to carryover \$33,633 for an ongoing project and vehicle purchase from 2018. This request will move forward to the Finance Committee for further action.

## HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** APPROVED AND FORWARDED [UNANIMOUS] Next:  
2/28/2019 8:30 AM**MOVER:** M. Wolf, Supervisor District 11**SECONDER:** D. Clark, Supervisor District 5**AYES:** Henrichs, Clark, Braverman, Wolf**EXCUSED:** Geracie

## 6. Request for Additional Adult Protective Services Position

Ms. Drake explained the need for the position and responded to questions as to why position was not included in the budget and use of a part-time versus full-time position.

Human Services Fund balance would be used to support the position this year and included in the levy for future years.

Motion to approve the request for an additional Adult Protective Services Social Worker II position, pay grade 10, 40 hours per week. This request will move forward to the Finance Committee for further action.

## HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** APPROVED AND FORWARDED [UNANIMOUS] Next:  
2/28/2019 8:30 AM**MOVER:** D. Clark, Supervisor District 5**SECONDER:** J. Braverman, Supervisor District 24**AYES:** Henrichs, Clark, Braverman, Wolf**EXCUSED:** Geracie

## 7. Supplemental Appropriation Budget Amendment to Add Additional Full-Time Position Supported by Human Services Fund Balance

Motion to approve the request to use fund balance of \$78,295 to support the Social Worker II position for 2019. This request will move forward to the Finance Committee for further action.

## HEALTH AND HUMAN SERVICES COMMITTEE

**RESULT:** APPROVED AND FORWARDED [UNANIMOUS] Next:  
2/28/2019 8:30 AM

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

**SECONDER:** J. Braverman, Supervisor District 24

**AYES:** Henrichs, Clark, Braverman, Wolf

**EXCUSED:** Geracie

**b. Management/Financial/Informational Reports**

1. Human Services Financial Report

Ms. Drake noted that she meets monthly with the department fiscal staff to review budget and billing.

**9. LASATA CAMPUS**

**a. Discussion Items:**

1. Lasata Heights' Apartment Upgrades

Ms. Kohal reported that staff is waiting on proposals from contractors on remodeling the apartments one at a time.

**b. Management/Financial/Informational Reports**

1. Lasata Campus Monthly Reports

Review of annual state survey.

**10. NEXT MEETING DATE**

Wednesday, March 27, 2019

**11. ADJOURNMENT**

Motion made by Supervisor Clark, seconded by Supervisor Wolf to adjourn. Motion carried.  
Meeting adjourned at 9:41 AM.

*Julianne B. Winkelhorst, County Clerk*