

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, December 16, 2020
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 2:00 p.m. by Chair Monroe.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Kenneth Monroe; Vice Chair Kathy Ingersoll (arrived remotely at 2:02 p.m.); Supervisors Brian Holt, Joseph H. Schaefer, and Ryan G. Simons; Citizen Representatives Monica Los (arrived remotely at 2:07 p.m.), Penny Scheuerman (arrived remotely at 2:03 p.m.), Dr. Richard Terry, and William Wucherer. A quorum was declared.

Others in Attendance:

County Board Supervisors: Rick Stacey and Nancy Russell

County Staff: County Administrator Mark W. Luberda; Director of Health and Human Services (HHS) Elizabeth Aldred; Deputy Directors of HHS Carlo Nevicosi and Trista Piccola; Public Health Officer Erica Bergstrom; Finance Director Jessica Conley; and Human Resources Director Kate Bishop.

Members of the Public: Mark Beilman and Dr. Paul McGraw

On motion by Supervisor Simons, second by Supervisor Holt, the agenda was approved with no withdrawals.

On motion by Supervisor Simons, second by Supervisor Holt, the November 18, 2020 Health and Human Services Board meeting minutes were approved. Motion carried 6-0.

Public Comment Period

Dr. Paul McGraw – W7769 Island Rd., Delavan, WI – Spoke in favor and provided input regarding action to be taken with keeping schools open. He was in opposition of the mask mandate.

Mark Beilman – 4953 Bailey Rd., Delavan, WI – Spoke in favor of keeping schools open and expressed the difficulties students are experiencing with virtual education and dealing with depression.

New Business

7a. COVID-19 Recovery Presentation Regarding Temporary Staffing and County Operational Response
Director of Health and Human Services (HHS) Elizabeth Aldred gave a brief overview of the events relating to COVID-19 thus far and explained the countywide response and course of action that are being proposed in the recovery presentation. Aldred and Public Health Officer Erica Bergstrom gave a presentation entitled Shared Vision and Shared Responsibility: Creating a Sustainable Approach for Pandemic Recovery, which explains further the strategic plan to achieve the goals previously mentioned.

Discussion focused on the financial plan:

- Aldred noted that HHS has been informed that the \$526,700 Epidemiology and Laboratory Capacity Funding will be reduced by \$600 and Walworth County will actually be receiving \$526,100, which must be used over a 6 month period.
- Finance Director Jessica Conley stated the Walworth County Code of Ordinance requires that the HHS Fund be moved to the General Fund each year during the closing process, which typically occurs in May and has been used in the past as building and equipment reserves. Conley suggested rather than returning this year's HHS Fund closing amount to the General Fund, perhaps this money could be used to create a Pandemic Reserve that could be utilized in the event the grants are not distributed in a timely

manner or are unable to fund certain operational costs. Conley suggested the Pandemic Reserve Fund carry over through 2022 and then any unused amount would be returned the General Fund.

Aldred noted the Committee may wish to request a Special Order of Business be placed on the January County Board agenda so that all Supervisors have an opportunity to discuss this matter together. She stated this presentation will also be given to the Executive Committee, the Human Resources Committee and the Finance Committee.

Discussion then focused on a potential questionnaire surveying individuals asking if they are non-insured or have either commercial or private health insurance and whether or not they are interested in receiving the vaccine; how funds in the amount of \$312,500 previously set aside in the General Fund for pandemic spending in 2020 together with grant funding in the amount of \$5,000 should get Walworth County through May of 2021 until the final closing numbers can be obtained; when the regular preventive services will be integrated and/or start up again; and the hiring of personnel with the expectation that they would remain in their position until the program ended or funding for those positions ran out, whichever were to occur first.

County Administrator Mark W. Luberdia spoke briefly regarding the duality of services and the financial plan. He stated the services Walworth County provides on a normal basis, outside the pandemic, are essential public services that are supported regularly within the budget. He noted there is sufficient funding for the contact tracing program over the next six months. He spoke about potential state and federal government funding thus far and moving forward. Luberdia stated he feels comfortable recommending the proposed Response and Recovery Support and Advocacy without impacting the 2020 and 2021 budgets.

Citizen Representative Wucherer offered a motion, second by Supervisor Holt, that the HHS Board and the County Board of Supervisors support and hereby direct HHS to implement the Strategic Initiatives for Recovery, as outlined in the presentation on Page 12 of the packet, including COVID testing; case management with contact tracing; a data driven program in which that data is shared; conducting vaccination clinics; and as best as possible, returning or resuming previous public health programming. Vice Chair Ingersoll stated she did not feel as though the County Board could be included within the motion. **Citizen Representative Wucherer offered to remove the County Board language from the motion.** County Administrator Mark W. Luberdia stated it is vital that the HHS Board understand that the very last page of the presentation was being addressed by the Executive Committee. He clarified that the motion offered addresses the policy direction that this Board could offer as a recommendation for the County Board. The actual specifics, as to what has to be done for those positions that were listed, is going before the Human Resources Committee who will address the personnel roster. The discussion on the funding and potential for fund balance is going to the Finance Committee so they can address specific motions that may be required related to finance. Luberdia stated the motion put forth with one minor change addresses the recommendation within the Walworth County Code of Ordinances, which is that a committee request a Special Order of Business be placed on the agenda. Luberdia believes it would be beneficial to have all of the Supervisors discuss all aspects of the matter, as a whole, at the January meeting. Luberdia inquired if the maker of the motion and second would consider including and request that the County Board request a Special Order of Business on their January agenda. **Citizen Representative Wucherer offered a motion, second by Supervisor Holt, to amend the motion to include and request that the County Board request a Special Order of Business.** Supervisor Simons requested a clarification on the motion. Citizen Representative Wucherer stated the motion is for the HHS Board to direct the Department of HHS to implement its Strategic Initiatives for Recovery, as we heard in the presentation and are identified on Page 12 of the packet. Discussion followed relative to how this relates to the proposed resolutions to follow. Citizen Representative Wucherer stated the policy initiative needs to come from the HHS Board.

FINAL MOTION AS AMENDED:

Citizen Representative Wucherer offered a motion, second by Supervisor Holt, that the HHS Board support and hereby direct the Department of HHS to implement the Strategic Initiatives for Recovery, as outlined in the presentation on Page 12 of the packet, including: COVID testing; case management with contact tracing; a data driven program in which that data is shared; conducting vaccination clinics; and as best as possible, returning or resuming previous public health programming; and request that the County Board request a Special Order of Business. The motion as amended was approved 9-0

7b. Resolution Authorizing the Creation of Temporary Positions at Health & Human Services

Aldred stated the proposed resolution supports the positions, as previously outlined in the presentation. This resolution will also be presented to the Human Resources Committee. Discussion then focused on the five contracted individuals and six reallocated internal staff who are currently conducting contact tracing.

Administrator Luberda clarified that if the Executive Committee were to move forward and the County Board were to adopt this resolution, other departments could be impacted. Since most of those departments would not fall under grants that HHS receives, the \$312,500 previously set aside in the General Fund for pandemic spending in 2020 together with authority the County Board already authorized for temporary employees would be utilized, which would provide for a half time Limited Term Employee (LTE) Accountant, one full time LTE Human Resources person, and a temporary staffing agency for approximately half-time to enable setup of the technology structure. All three positions would cost approximately \$12,600 a month out of the appropriation already established. It is Luberda's expectation that those costs would then be eligible to be moved against the HHS Fund/Pandemic Reserve once the funding has been set up and ultimately not to use the \$312,500. For full recognition, Luberda pointed out that the current LTEs costs are currently being taken out of the \$312,500 and will ultimately be moved over to the HHS Fund/Pandemic Reserve. Current LTEs include the entrance monitors at the Government Center and Judicial Center and the support staff for the Sheriff's Department Emergency Operations Center (EOC) Commander who is working on Personal Protection Equipment (PPE) supplies and logistics for the testing sites, which cost just under \$20,000 a month. Luberda concluded by stating since the Coronavirus Aid, Relief, and Economic Security (CARES) funding has ended, Walworth County is currently funding approximately \$30,000 in additional temporary costs that are being paid out of the \$312,500 General Fund until the County Board decides whether or not to establish the HHS Fund/Pandemic Reserve or other state and/or federal grant money is received. **Citizen Representative Wucherer offered a motion, second by Citizen Representative Scheuerman, to approve the proposed resolution Authorizing the Creation of Temporary Positions at Health and Human Services. Motion carried 9-0.**

7c. Resolution Urging the State Legislature and Governor to Adopt Strategies to Improve Local Public Health Pandemic Response

Aldred briefly explained the purpose for the proposed resolution, which supports the last slide in the presentation (Page 20) requesting state level advocacy. Discussion then focused on the possibility of forwarding this resolution onto other counties for additional sponsorship. Aldred noted the Executive Committee unanimously approved the proposed resolution. Citizen Representative Wucherer added that since the COVID pandemic occurred in Wisconsin, thirteen health officers have resigned due to lack of leadership by our state legislators, lack of support by their County Boards, lack of respect of the citizens, and threats to their personal life and families. **Citizen Representative Wucherer offered a motion, second by Vice Chair Ingersoll, to approve the proposed resolution Urging the State Legislature and Governor to Adopt Strategies to Improve Local Public Health Pandemic Response. Motion carried 8-1.** Supervisor Simons requested his vote be recorded as "No".

7d. Review of Walworth County COVID-19 Phased Guidance

Deputy Director of HHS Carlo Nevicosi provided an update relative to the Walworth County COVID-19 Phased Guidance and Key Indicators found on Pages 27-78 of the packet. Bergstrom stated the updated Phased Guidance

is beyond the scope of the state metrics that were initially adopted and will help provide context for the impact across different sectors and help indicate where our most vulnerable and most potential impact for mortality may occur. Aldred distributed an updated Phased Guidance packet and referred to Page 1, which includes the new language related to the trending information.

- Communications to business

Bergstrom stated communication to businesses will be distributed through the Walworth County Economic Development Alliance (WCEDA), Walworth County Chamber of Commerce, and sent out to every business that has experienced an outbreak or direct contact.

- Update on quarantine timelines
- School guidance

School Administrators and School Boards are advised to follow the guidance given by the Centers for Disease Control (CDC), Department of Public Instruction (DPI), and the Department of Health Services. The Walworth County Public Health Department believes it is ultimately up to the School Administrator and School Board as to whether or not they close the school from in person learning and recommends they continue to work with their local health departments.

- Communications to Supervisors

Supervisors Simons and Stacey expressed the importance of informing County Board Supervisors of communications being distributed. Discussion ensued.

7e. Resolution Accepting Epidemiology and Laboratory Capacity Funding for Health and Human Services
Aldred noted the dollar amount of \$526,700 found on Line 9 of the proposed resolution and Item III on the Policy and Fiscal Note will be amended to \$526,100. Aldred requested the Board's approval with an amendment to include the correct amount. **Citizen Representative Wucherer offered a motion, second by Supervisor Schaefer, to approve and amend the proposed resolution Accepting Epidemiology and Laboratory Capacity Funding for Health and Human Services as requested. Motion carried 9-0.**

7f. Ordinance Amending Section 30-173 of the Walworth County Code of Ordinances Relating to Health and Human Services Fund Balance Commitments for the Addition of Pandemic Spending and Deletion of Seal A Smile Program

Aldred and Conley briefly explained the purpose for the proposed ordinance, which would create the pandemic reserve and remove the Seal A Smile Program. **Supervisor Simons offered a motion, second by Citizen Representative Scheuerman, to approve the proposed ordinance Amending Section 30-173 of the Walworth County Code of Ordinance Relating to Health and Human Services Fund Balance Commitments for the Addition of Pandemic Spending and Deletion of Seal A Smile Program. Motion carried 9-0.**

Correspondence – There was none.

Announcements – There were none.

Confirmation of Next Meeting – The next meeting was confirmed for Wednesday, January 20, 2021 at 2:00 p.m.

Adjournment

On motion by Supervisor Simons, second by Supervisor Schaefer, Chair Monroe adjourned the meeting at 3:50 p.m.