These minutes have been officially approved by the Human Resources Committee.

Call To Order
Committee Chair Debra Wopat called the meeting to order at 9:02 A.M.

Members Present
Debra Wopat, Andy Ross, Dr. Robert Curtis, Daniel See

Excused
Robert Westby

Also Present
Joseph Ruf, Susan Martin, Sandra Roberts, Susan Lorenz

Agenda Approval
There was one addition to the agenda, a replacement request for the Director of Social Services at the Columbia Health Care Center. Motion by Ross/See to approve the agenda with the addition. Motion carried unanimously.

Minutes
Minutes reviewed from the May 4, 2005 meeting. Motion by Curtis/Ross to approve minutes. Motion carried unanimously.

Expenditure Report
Motion by See/Ross to approve Governing Committee Expenditure Report as presented. Motion carried unanimously.

Health Care Ctr
An explanation of the requirement for this position and replacement process was provided by Joe Ruf. Discussion. Motion by Ross/See to approve the replacement of the Director of Social Services due to a resignation. Motion carried unanimously and will be sent to the Executive Committee for approval.

Health & Human Service

Public Health Nurses
Sandra Roberts, HHS Director, requesting an increase in hours for a PHN to inspect campgrounds, hotels, pre-packaged foods, rooming houses within Columbia County. This is a pilot project, being conducted in Columbia and Sauk Counties. State Statutes and Administrative codes establish guidelines with forms to complete during inspections. It will not be the responsibility of Columbia County to enforce violations, no fees will be collected, the County holds no responsibility for any legal consequences. 80% of the fees collected by the State will be reimbursed to the County. The committee was assured that amount will cover the hours for a nurse to perform the inspections. The program, if approved, would run from July 1, 2005 through June 30, 2006. The total grant is $10,302.40 with $9,500.00 allocated for salary and fringes (half paid in 2005 and half in 2006). Discussion. Motion by Curtis/See to approve the increase of hours for a Public Health Nurse by the funding received from grant dollars received for a pilot project. Motion carried unanimously.

Restitution Worker
On July 1, 2005 the grant for this position reached the sunset clause (funding 4 hours per week). There may be other options for grant funding but nothing has been secured. County dollars fund this position 50%. HHS is requesting additional county dollars to fund this position for the remainder of 2005. Explanation of the program and discussion. Motion by Ross/Curtis to approve county funding in the amount of $2,517.84 to fund the additional 4 hours per week through 2005. Approval
Mass Disaster Clinic
Susan Lorenz, Health Officer, discussed the Bio-Terrorism Grant received for $85,000. Dollars will be allocated for a Mass Clinic Plan. A structure was distributed proposing preparation, should it be necessary, for mass inoculation or medication distribution to Columbia County residents. Explanation of the volunteers needed to staff such an operation and what other counties have done to ensure the necessary personnel are available. The recommendation is to have county employees trained to staff a clinical operation. Individuals would complete a survey to define the duties they would be comfortable and capable of performing. The employee and their family members would be the first to receive medication and the employee would be paid for the clinic hours worked. Committee discussion. Motion by See/Curtis to approve the proposal to use County employees to staff a mass disaster clinic. Recommend the request be presented to the Executive Committee and addressed at the next Department Head meeting. Motion carried unanimously.

Human Resources
Joseph Ruf and Jodi Burmania, Payroll/Benefits Coordinator, met with PHN Laura Simonds to settle the longevity grievance. The future longevity payments will be calculated on the method agreed upon for members of the PHN Union, WFNHP – Local 5084.

Grievances-Mediations-Arbitrations
Update on outstanding grievances, arbitration hearings and upcoming mediation with the Sheriff’s Sworn Contract, WPPA/LEER and Health Care Center dismissal.

Upcoming meetings scheduled with Waddell & Reed Financial Services and Mortenson, Matzelle and Meldrum (M3) on health insurance.

The joint meeting of Executive and Human Resources to review 2006 requests has been scheduled for Monday, July 11, 2005 at 1:00 PM in the Chairman’s Office.

Meeting Date
The Human Resources Committee will have its next meeting Wednesday, July 6 2005.

Adjournment:
Motion Ross/ Curtis to adjourn at 10:39 AM

Respectfully submitted,

Andy Ross
Secretary

cc: HR Committee members, Joseph Ruf, County Clerk, Corporation Counsel, County Board Chair Susan Martin, County Board Vice Chair Harlan Baumgartner, Sandra Roberts, Amy Yamriska