

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT FOX RIVER INDUSTRIES, 222 LEFFERT ST, BERLIN WI 54923 ON TUESDAY, OCTOBER 10, 2006 AT 6:00 P.M.

PRESENT: Elden Dallman, Chairman
Nolan Wallenfang, Member
Joe Gonyo, Member
Gus Mueller, Member
Ruth Topham, Member
Dan Priske, Member
Bob Malchetske, Member
Cindy Skipchak, Secretary

EXCUSED: Joanne Guden, Member

OTHERS PRESENT: Linda Van Ness, Director
Karen Davis, Administrative Asst.
LeRoy Dissing, Deputy Director
Orrin Helmer, County Board Chairman
Ed Schuh, Fox River Industries Manager
Jerry Beuthin, Veteran's Serv. Officer
Dan Sondalle, Asst. Corporation Counsel

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 6:00 p.m. by Chairman Dallman. After discussion, Mueller made a motion to approve the agenda. Helmer-second. All ayes. Motion carried.

Action on Minutes: After discussion, Mueller made a motion to approve the minutes of the 9/12/06 Health & Human Services Board meeting. Gonyo-second. All ayes. Motion carried.

Signing of Vouchers: After discussion, Mueller made a motion to approve the August 2006 Health & Human Services and Veteran's Services vouchers. Wallenfang-second. All aye Motion carried.

Appearances: Public Comment (3 minutes): None.

Katrina Video - Cindy Skipchak: Committee members viewed the Katrina video and thanked Skipchak for sharing it. Discussion followed.

Ed Schuh, Fox River Industries: Schuh reviewed the packet distributed to Committee members. (See attached - FRI Income Statement; Exercise Program Log; Supported Employment Detailed Information; Transportation Plan).

Schuh explained the different services provided through Fox River Industries and funding available to provide these services. (Day Services, Supported Employment, Sheltered Workshop, and Transportation). Schuh explained these services to Committee members. Discussion followed.

Correspondence: Van Ness read a letter of resignation from Fred Lightner, Social Worker.

Veteran's Service Office Report: Beuthin reported regarding the Fall Conference held in September.

Beuthin reported that he is submitting an application for a transportation grant for approximately \$2,400.00.

Beuthin reported regarding tuition opportunities for Veterans and their families.

After discussion, Skipchak made a motion to approve the Veteran's Service Report. Mueller-second. Motion carried.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e): None.

Advisory Committee Reports: Aging: The next Aging Advisory Committee meeting will be held on October 17, 2006 at the Berlin Senior Center.

Long Term Support: The meeting was held September 27, 2006. Giesen updated LTC Committee members regarding long-term care re-design.

Health Advisory Committee: The meeting was held on October 4, 2006. Discussion followed regarding restaurant compliance inspections. (See attached report.)

The Committee also discussed emergency preparedness and mock drills/plans being held as required. Discussion followed.

Family Resource Council: The meeting was held on October 2, 2006. Dallman reported regarding family support, Birth-Three, Coordinated Services Team (CST), and the Children's Trust Fund Grant.

Transportation Coordinating Committee: The next meeting will be held in December 2006.

W-2 Committee Report: The W-2 Steering Committee meeting was held on October 9, 2006.

Advocap/Headstart Report: Mueller reported that the October 5th meeting was cancelled and rescheduled for October 19th. Mueller will report at the next meeting.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Long Term Care Reform Update: Van Ness reviewed the Monthly report with Committee members. (See attached.)

Van Ness noted the article regarding new concerns regarding Medicare Part D. Discussion followed.

Van Ness reviewed the ADRC articles/pamphlets with Committee members.

Van Ness reviewed Giesen's handout regarding Aging Unit Statistics for 2005-2006 (See attached.)

Children & Families Unit: Dissing reported regarding the new Community Response Social Worker that was hired for Green Lake/Marquette County to work with families at-risk of child abuse/neglect in an effort to strengthen family function and reduce the need for formal CPS intervention.

The letter regarding use of the community services program by UW Extension for coverage at the fair was reviewed. (See attached.) Discussion followed.

Children & Family Services Unit Job Description: Dissing updated Committee members regarding correcting the job description. Dissing presented the updated job description to accurately reflect what was done in that position. After discussion, Skipchak made a motion to recommend approval of the revised Social Worker - Intensive In-Home Worker job description and fill the position. Wallenfang-second. All ayes. Motion carried.

Clinical Services Unit: Dissing reported that re-certification is due for Clinical Services at the end of October.

This would include new certifications designating Berlin High School as a branch of the clinic with the opportunity to bill for counseling while providing services at the school such as groups, etc.

Clinical Services will also be submitting a proposal for certification to provide emergency mental health services that allows for reimbursement of these services. Discussion followed.

Economic Support Services: No discussion.

Fox River Industries: See attachments. Discussed above.

Health: Van Ness distributed the health information regarding environmental specialist inspections. Discussion followed.

Van Ness discussed with the Committee a recommendation to have all county buildings and perimeters smoke-free. Discussion followed with the suggestion to bring this up at a future Property & Insurance meeting.

Current Health Abatements: None.

Policies/Procedures Update: Adults at Risk: Will be presented at the next meeting.

Purchases: Signage for ADRC/Department of Health & Human Services: Van Ness presented a bid from the Marquette County Highway Department at a cost of \$830.58 for a new sign outside the Human Services Center as the new ADRC. Funding would come from the ADRC grant. Discussion followed regarding whether to light the sign. (See attached.)

After discussion, Priske made a motion to recommend to the Green Lake County Property & Insurance Committee purchase of the new sign from the Marquette County Highway Department to include a light. Skipchak-second. All ayes. Motion carried.

Chairs for Board Room: Van Ness reported that at the September 26, 2006 meeting the Department of Health & Human Services Personnel Committee approved purchase of 14 Hon chairs from Emmons Business Interiors for the Board room at a cost of \$124.96 each.

Van Ness presented two bids from Sharpf's for a new modular desk space for her office. After discussion, Priske made a motion to recommend to Green Lake County Property & Insurance to purchase the Invincible modular desk for Van Ness' office from Sharpf's at a cost of \$1,569.00 to be paid from capital equipment. Mueller-second. All ayes. Motion carried.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion.

W-2: No report.

Budget 2006: No report.

Budget 2007: Van Ness distributed the cover sheet for the proposed 2007 budget showing the 2% reduction to the tax levy. Discussion followed.

Committee Discussion: Administrative Committee Report: No report.

Finance: No discussion.

Personnel: Dallman reported regarding negotiations.

Property & Insurance: Mueller reported that citizens are calling regarding concerns about the building project.

IT Committee: No discussion.

Facilities & Security Committee Report: The next meeting will be November 14, 2006.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, November 21, 2006 at 6:00 p.m.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 8:00 p.m. on a motion by Wallenfang. Mueller-second. All ayes. Motion carried.