

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT FOX RIVER INDUSTRIES, 222 LEFFERT STREET, BERLIN, WI 54941 ON TUESDAY, APRIL 10, 2012 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman
Richard Trochinski, Member
David Richter, Member
Joe Gonyo, Member
Ruth Topham, Member
Cindy Skipchak, Secretary
Jack Meyers, Vice Chairman
Bob Malchetske, Member

EXCUSED: Nolan Wallenfang, Member

OTHERS PRESENT: LeRoy Dissing, Director
Dan Sondalle, Corporation Counsel
Karen Davis, Administrative Assistant

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 Priske. Motion/second. (Richter/Trochinski) to approve the amended agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Topham/Skipchak) to approve the minutes of the 3/13/12 Health & Human Services Board. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Skipchak/Topham) to approve the April Health & Human Services and Veteran's Services vouchers. All ayes. Motion carried.

Appearances: Public Comment (3 minutes): None.

Linda Van Ness presented a plaque to Dan Priske for his years of services to Green Lake County and the Health & Human Services Board. Committee members thanked Priske for his leadership/services.

Correspondence: Committee Appointments: Dissing presented the Committee Appointments for the Health & Human Services Committees and Sub-Committees. Motion/second (Skipchak/Malchetske) to send the recommendations for Committee Appointments to County Board. All ayes. Motion carried.

Veteran's Service Office Report: 2012 Veteran's Service Budget: None.

Advisory Committee Reports: Aging: The meeting was held on March 21, 2012 at Aunt Judy's Café. Meyers explained that the building was not open and therefore the meeting was moved. The next meeting will be held on May 16, 2012 at the Green Lake Dartford Bay Apartments mealsite.

Health Advisory Committee: The next meeting will be held on April 11, 2012.

Family Resource Council: The next meeting will be held on May 7, 2012.

Transportation Coordinating Committee: The next meeting will be held on April 26, 2012.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Gonyo reported regarding the meeting.

ADRC Coordinating Committee Report: The next meeting will be held on April 12, 2012 at Marquette County.

Unit Reports: Administrative: NACO & PROACT Prescription Drug Discount Programs: Dissing reviewed the NACO and PROACT Prescription Drug Discount Programs with Committee members. Discussion followed. Motion/second (Richter/Gonyo) to recommend to County Board to utilize the PROACT Prescription Drug Discount Program in Green Lake County. All ayes. Motion carried.

Aging/Long Term Care: Dissing reported regarding the resignation of Katie Rodig, Adult Protective Services Worker, whose last work day will be April 10, 2012.

Children & Families Unit: Out-of-County Training Request: Dissing presented the out-of-state training request. (See attached.) Motion/second (Skipchak/Richter) to recommend to County Board approval of the out-of-state training. All ayes. Motion carried.

Clinical Services Unit: Dissing presented two letters of resignation for Linda Richards, Clinical Services Coordinator, and Lindsay Loewe, Mental Health/Substance Abuse Counselor effective June 1, 2012.

Economic Support Services: W-2 Program: Dissing reported that the new request for contract proposal was just received and he will be reviewing it and update the Board later.

Fox Valley Workforce Development Board (FVWDB): Dissing reported that the agreement was put on hold. Dissing explained that Outagamie County pulled out of the consortium which changes the funding.

Dissing reported that Chairman Priske sent a letter to the FVWDB opposing Cheryl Welch still being under contract. Dissing reported that the contract with Welch was negated recently. Dissing reported that the revised agreement with the Fox Valley Workforce Development Board will be reviewed in May at the Health & Human Services Board.

Fox River Industries: Audit: Schuh reported regarding the recent full audit. Schuh reported that audit went well.

Schuh updated Committee members regarding Fox River Industries activities. Discussion followed. (See attached.)

Summer Program/Rec Aide: Dissing reported that Rachel Bradley was hired for the Summer Program/Rec Aide for the past year. Dissing requested to hire Rachel Bradley for the 2012 Summer Program/Rec Aide position. Motion/second (Topham/Skipchak) to hire Rachel Bradley for the Summer Program/Rec Aide position. All ayes. Motion carried.

Health: Current Health Abatements: Dissing reported that there is one health abatement concern regarding a dirty house. Discussion followed. (See report.)

Policies/Procedures Update: None.

Purchases: Equipment Purchase - Family Support Program: Dissing presented a request from the Family Support Program. The request is for a Netbook with software for an autistic child. Letters/recommendations were received from the child's neurologist, therapist, and the principal of the school district supporting the need for this purchase. The consumer signed an agreement stating that once they receive the Netbook, it is their responsibility for any ongoing needs. Bids were presented for the netbook/software (Acer Aspire): Flood Homes, Inc. - \$299.00 netbook, software \$210.00; Tigerdirect.com - \$369.99 Netbook; and Amazon.com \$336.90. Motion/second (Meyers/Richter) to purchase the netbook/software from Flood Home, Inc. at a cost of \$299.00 - Acer Aspire Netbook and software \$210.00 with the understanding that there would be no future support from Green Lake County for the equipment. All ayes. Motion carried.

Health & Human Services Budget: 2011 Audit: Budget 2011: Dissing reported that the auditors were here last week. Discussion followed.

Budget 2012: No report.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: No discussion.

Personnel: Vacant Position(s) Review: Adult Protective Services Worker: Dissing reported that the job description was reviewed. The four points were reviewed for the position and certifying adult family homes was removed from the job description. Dissing explained the need to fill this position. Motion/second (Malchetske/Richter) to recommend to County Personnel to fill the Adult Protective Services Worker position. All ayes. Motion carried.

Clinical Services Unit Manager: Dissing reported that he reviewed the 4 points that the Clinical Services Unit Manager position needs to be filled. Motion/second (Malchetske/Richter) to recommend to County Personnel to fill the Clinical Services Unit Manager position. All ayes. Motion carried.

Mental Health/Substance Abuse Counselor: Dissing reported that he reviewed the Mental Health/Substance Abuse Counselor primarily intoxicated driver assessments, underage drinking classes, individual/group counseling, etc. Dissing reported that he reviewed the 4 points and that the position needs to be filled. Motion/Second (Malchetske/Richter) to recommend to County Personnel to fill the Mental Health/Substance Abuse Counselor position. All ayes. Motion carried.

Voluntary Unpaid Leave Requests: Dissing read a request for Renee Peters, Birth to Three/Family Support Coordinator, for one day unpaid leave, May 25, 2012.

Dissing read a request for Emily Johnson, Clinical Therapist, for 5 days unpaid leave, October 8 - 12, 2012.

Motion/second (Richter/Trochinski) to approve the unpaid leave requests for Renee Peters, Birth to Three/Family Support Coordinator (1 day) and Emily Johnson, Clinical Therapist (5 days). All ayes. Motion carried.

Property & Insurance: Sondalle updated Committee members regarding Cornerstone Project. The proposal is for the Cornerstone Project to purchase the property for \$1.00 with the County paying a one-time \$40,000.00 amount for building repairs. Green Lake County would have the first chance to purchase the building back. Discussion followed. There will be special meeting Monday, April 16, 2012 and a recommendation made at the April 17, 2012 County Board meeting. Discussion followed.

IT Committee: No discussion.

Facilities & Security Committee Report: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, May 8, 2012 at 6:00 p.m., location to be determined.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: Motion/Second (Gonyo/Topham) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 7:11 p.m.