

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT THE HEALTH & HUMAN SERVICES CENTER, 500 LAKE STEEL ST, GREEN LAKE, WI 54941 ON TUESDAY, APRIL 10, 2007 AT 6:00 P.M.

PRESENT: Elden Dallman, Chairman
Joanne Guden, Member
Dan Priske, Member
Ruth Topham, Member
Gus Mueller, Member
Nolan Wallenfang, Member
Joe Gonyo, Member

EXCUSED: Cindy Skipchak, Secretary
Bob Malchetske, Member

OTHERS PRESENT: Linda Van Ness, Director
Karen Davis, Administrative Asst.
LeRoy Dissing, Deputy Director
Orrin Helmer, County Board Chairman
Gerald Beuthin, Veteran's Service Officer

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. Guden-second. All ayes. Motion carried.

Action on Minutes: After discussion, Topham made a motion to approve the minutes of the 3/13/07 Health & Human Services Board meeting. Guden-second. All ayes. Motion carried.

Signing of Vouchers: After discussion, Mueller made a motion to approve the April 2007 Health & Human Services and Veteran's Services vouchers. Priske-second. All aye Motion carried.

Appearances: Public Comment (3 minutes): None.

Correspondence: Van Ness distributed the recommendations for Committee appointments to be presented by the County Board Chairman at the April 17, 2007 County Board meeting. Discussion followed.

Van Ness read the resignation from Pam Yost, CIP Aide, effective June 8, 2007.

Van Ness read the resignation from Christine Schwalbach, CSP Professional, MSW, effective April 27, 2007.

Veteran's Service Office Report: Beuthin reported that the \$8,500.00 grant was received from the Department of Veteran's Affairs.

Beuthin reported that Student Government day will be held Tuesday, April 17, 2007 with 36 students attending.

Returning veterans are taking advantage of the GI bills which covers college tuition for the Veterans and their family.

Discussion followed regarding Veterans and disability claims.

After discussion Mueller made a motion to approve the Veteran's Service Report. Guden-second. All ayes. Motion carried.

Closed Session per WI Statute 9.85 (1)(c)(f) & (g) and 19.85(1)(e): None.

Advisory Committee Reports: Aging: The next meeting will be held on April 12, 2007 at the Berlin Senior Center.

Long Term Support: The next meeting will be held on June 20, 2007.

Health Advisory Committee: The next meeting will be held on April 11, 2007.

Family Resource Council: The next meeting will be held on May 7, 2007.

Transportation Coordinating Committee: The next meeting will be held on April 26, 2007 at Fox River Industries.

W-2 Committee Report: The next W-2 Steering Committee meeting will be held on April 23, 2007.

Advocap/Headstart Report: Mueller reported to Committee members that the next meeting will be held April 12, 2007 at 7:00 p.m.

ADRC Coordinating Committee Report: Guden reported regarding the last ADRC meeting including monthly Information and Referral contacts/Disability Benefit referrals for services. Guden distributed the new pamphlets which explain the Aging and Disability Resource Center (ADRC). The next meeting will be held Thursday, April 12, 2007 in Waushara County.

Unit Reports: Administrative: Van Ness reported that Danette Harttert, Data Entry Specialist, posted into the Resource Specialist position. Her start date will be April 23, 2007. Dissing is requesting to post/advertise and fill the vacant Data Entry Specialist position. The job description has been reviewed and Dissing reported that position needs to be filled. After discussion, Guden made a motion to recommend to County Personnel to fill the vacant Resource Specialist position. Wallenfang-second. All ayes. Motion carried.

Aging/Long Term Care: Van Ness reviewed with Committee members that SeniorCare has not been approved by the Federal Government to continue in Wisconsin. There has been a request though for a six-month extension. (See attached.) The handout explains the transition period. Discussion followed.

Van Ness reported that the Volunteer Recognition luncheon will held at May 1, 2007 at Our Lady of the Lake Church.

Children & Families Unit: Dissing reported that Matt Wecker, Juvenile Court Intake Worker, has posted into the Disability Benefit Specialist/Resource

Center Specialist position. His current Juvenile Court Intake position needs to be filled. Dissing requested permission to fill the Juvenile Court Intake Worker position being vacated by Matt Wecker. The job description has been reviewed. After discussion, Gonyo made a motion to recommend to County Personnel to fill the vacant Juvenile Court Intake Social Worker position. Wallenfang-second. All ayes. Motion carried.

Dissing explained to Committee members that Wecker is at the Social Worker II level. With this post, he is changing Units and is moving into an entry level Social Worker I position within the Aging/Long-Term Care Unit. Dissing reported that the practice has been that if someone posts within their own specialty area it's considered a lateral move. Dissing reported that since the position Matt Wecker is posting into involves working with an entirely different target group (elderly and disabled vs. child welfare), he has to learn new program areas. Dissing recommends that he start at the Social Worker I level - 12-year step. Discussion followed. After discussion, Gonyo recommended to the County Personnel Committee that Wecker start at the Social Worker I level - 12 year step when he begins his new duties as Disability Benefit Specialist/Resource Center Specialist. Wallenfang-second. All ayes. Motion carried.

Clinical Services Unit: Dissing is requesting to post/advertise and fill the vacant CSP Professional II position. The job description has been revised from a CSP Professional MSW to a Clinical Therapist - CSP(Community Support Program/CCS (Coordinated Community Services) to make the position more flexible. Dissing reviewed the job description with the union and they have no objections. After discussion, Wallenfang made a motion to recommend to County Personnel to approve the revised Clinical Therapist - CSP/CCS position. Mueller-second. All ayes. Motion carried. Dissing explained the need for this position to be filled. After discussion, Topham made a motion to fill the vacant Clinical Therapist - CSP/CCS position. Guden-second. All ayes. Motion carried.

Economic Support Services: No discussion.

Fox River Industries: Summer Rec Aide: Dissing updated Committee members regarding the vacant 12-week Summer Rec/Program Aide position. Therese Musekamp held the position in the summer of 2006. Dissing is requesting to hire Therese Musekamp for the Summer Rec/Program Aide position for summer 2007. After discussion, Guden made a motion to authorize Dissing to hire Therese Musekamp for the Summer Rec/Program Aide position for summer 2007. Topham-second. All ayes. Motion carried.

Dissing requested permission to fill the vacant CIP Aide position. The job description has been reviewed. After discussion, Gonyo made a motion to recommend to County Personnel to fill the vacant CIP Aide position. Guden-second. All ayes. Motion carried.

Health: The March 2007 Tri-County Environmental Health Inspection report was distributed for Committee review. Discussion followed.

Current Health Abatements: None.

Animal Control Ordinance: Sondalle will present the proposed Animal Control Ordinance at the May Health & Human Services Board meeting.

Resolution Relating to Green Lake County's Support of Adoption of a Statewide Workplace Smoking Ban With No Exceptions: Van Ness reported that the Resolution will be presented at the Health Advisory Committee on Wednesday, April 11, 2007 with input from the Health & Human Services Board. Discussion followed. Wallenfang made a motion to support the Resolution Relating to Green Lake County's Support of Adoption of a Statewide Workplace Smoking Ban With No Exceptions. Mueller-second. All ayes. Motion carried.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion

W-2: No report.

Budget 2006: No report.

Budget 2007: Discussion followed regarding concerns regarding some of the inpatient placements to date.

Committee Discussion: Administrative Committee Report: The meeting was held April 10, 2007. There was a recommendation to raise per diem for supervisors starting April 2008 and additional raises for mileage, etc. for the County Board Chairman. Discussion followed.

The Administrative Coordinator - County Clerk has been receiving \$300/month since 1997. The recommendation is to increase the wage to \$600/month effective July 1, 2007 and will increase as wages increase.

Finance: No discussion.

Personnel: No discussion.

Vacant Position(s) Review: Discussed above.

Property & Insurance: Helmer reported that the zone thermostats have been approved.

Discussion followed regarding the building project. Helmer reported regarding the motion that was made at the County Board meeting. Discussion followed.

IT Committee: No discussion.

Facilities & Security Committee Report: No report.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, May 8, 2007 at 6:00 p.m. at the Health & Human Services Center, Green Lake.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:15 p.m. on a motion by Guden. Wallenfang-second. All ayes. Motion carried.