

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 THURSDAY, DECEMBER 11, 2008 AT 5:30 P.M.

PRESENT: Elden Dallman, Chairman  
Joanne Guden, Vice Chair  
Dan Priske, Member  
Roberta Erdman, Member  
Gus Mueller, Member  
Cindy Skipchak, Secretary  
Nolan Wallenfang, Member

EXCUSED: Bob Malchetske, Member  
Ruth Topham, Member

OTHERS PRESENT: Linda Van Ness, Director  
LeRoy Dissing, Deputy Director  
Jeff Hayes, Assistant 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 5:30 p.m. by Dallman. After discussion, Priske made a motion to approve the agenda. Mueller-second. All ayes. Motion carried.

Action on Minutes: After discussion, Guden made a motion to approve the November 18, 2008 minutes. Mueller-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: W-2 Report to County Board (12/16/08): Van Ness reported that Dallman will be giving the W-2 Report at the County Board meeting on December 16, 2008.

Veteran's Service Office Report: Recommended Changes to Veteran's Service Office Transportation Policy: Beuthin reported regarding the Recommended Changes to the Veteran's Service Office Transportation Policy. See attached. Discussion followed. Beuthin reported that VA has increased the mileage allowance for certain status of Veterans effective November 17, 2008 and there will be another mileage increase in January 2009. Beuthin reported that there has been a category added that if on pension or low income do not take deductible amount out at all. (See attached.) After discussion, Guden made a motion to approve the Recommended Changes to Veteran's Services Office Transportation Policy with the date of approval change and "current VA rate". Skipchak-second. All ayes. Motion carried.

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

Advisory Committee Reports: Aging: The meeting was held November 20, 2008 at Fox River Industries. Discussion followed. (See attached.) The next meeting will be held January 14, 2009.

Health Advisory Committee: The next meeting will be held January 14, 2009.

Family Resource Council: The next meeting will be held on February 2, 2009.

Transportation Coordinating Committee: The meeting was held November 20, 2008. Discussion followed. (See attached.) The next meeting will be held March 12, 2009.

W-2 Committee Report: The meeting was held December 8, 2008. (See Attached.)

Advocap/Headstart Report: No report.

ADRC Coordinating Committee Report: The meeting was held on November 13, 2008. Guden reported regarding the meeting. The next meeting will be held on January 8, 2009 in Green Lake County.

Unit Reports: Administrative: Van Ness reported that preparations are being made for the Angel Tree Program with distribution on December 22, 2008.

Aging/Long Term Care: Long-Term Care Reform - Update: Van Ness reported to Committee members that all consumers were transitioned to Family Care as of December 1, 2008. Discussion followed regarding the wait list and the fact that by next year with the inception of Family Care all consumers will be served and the wait list will be eliminated. Van Ness reported that the agency will continue to be involved from an advocacy standpoint.

Children & Families Unit: No discussion.

Clinical Services Unit: Van Ness reported regarding wraparound programs and integration between services in Children & Family Services & Clinical Services families. Discussion followed. It was reported that facilitators are teaming with families and that there is more coordination of services.

Van Ness reported that there are more "informal" teams at this point and staff are trying to formalize the process.

Dissing reported that the Mental Health Case Manager and Psychiatric Nurse are both on board.

Economic Support Services: Van Ness will provide statistics in January for calendar year 2008.

Van Ness shared the most recent Fox Valley Workforce Development statistics. She reported that announced layoffs year-to-date there are 1300 compared to 479 in 2007.

Fox River Industries: Roof: Van Ness reported that at the Property & Insurance Committee meeting there was discussion regarding a gable roof. Discussion followed. Committee members will be updated.

Van Ness reported that there was staff Workman's comp claim at Fox River Industries due to an injury which occurred with the corn sub-contract. The

employee is expected back to work in the near future.

Health: Current Health Abatements: None.

Van Ness distributed and explained the Health charts. Discussion followed.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Budget 2008: Van Ness reported that on the 11/10/08 report: Expenses are at 79.1% and Revenues received at 93.7%; Aging Unit - Expenses - 89.65%, Revenues - 89.40%. Discussion followed.

Budget 2009: Priske reported that the 2009 budget was approved by County Board.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: No report.

Personnel: Vacant Position(s) Review: No discussion.

Dissing presented a request for vacation carryover which was approved by County personnel pending reviewing facts. The request is for Gretchen Malkowsky, CLTS/CCS Care Manager, to extend 15½ hrs vacation time past anniversary date of December 15, 2008 to be used by December 31, 2008. After discussion, Wallenfang made a motion to approve the vacation extension for Gretchen Malkowsky, CLTS/CCS Care Manager, for 15½ hrs vacation time past anniversary date of December 15, 2008 to be used by December 31, 2008 pending double checking facts. Guden-second. All ayes. Motion carried.

Mandate/Position Review: No discussion.

Property & Insurance: DHHS Space Update: Van Ness presented the newest plans to Committee members for review. Discussion followed.

It is reported that things are on track with the following being decided: Carpeting/colors; Electrical/plumbing; Heating; Furniture; Data/phones. Security will be discussed in January.

IT Committee: Wallenfang reported regarding the IT Committee meeting. He reported that there has been upgrading of software and equipment.

Facilities & Security Committee Report: No discussion.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, January 13, 2009 at 5:30 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: 2009 budget

Committee Discussion: None.

Closed Session: - None.

Adjournment: The meeting adjourned at 6:20 p.m. on a motion by Erdman. Guden-second. All ayes. Motion carried.