

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, MARCH 11, 2008 AT 6:00 P.M.

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

EXCUSED: Cindy Skipchak, Secretary

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
Karen Davis, Administrative Asst.
Orrin Helmer, County Board Chairman

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, Guden made a motion to approve the amended agenda to include "Please Notify us "if"... and "Closed Session" add "D - Client Complaint/Grievance". Wallenfang-second. All ayes. Motion carried.

Action on Minutes: After discussion, Priske made a motion to approve the amended minutes of the 2/8/08 Health & Human Services Board meeting as follows: Orrin Helmer was the alternate at the 2/12/08 meeting and under "Facilities & Security Committee Report" change "in to on" February 12, 2008 and "Clinical Services Unit" - "Out-of-State Training Request" "After discussion, Priske made a motion to recommend approval (eliminating 'County Board')". Wallenfang-second. All ayes. Motion carried. Helmer also reiterated that if a Committee member is late that this needs to be noted in the minutes.

Malchetske arrived at 6:05.

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

Gonyo arrived at 6:15

Appearances: Public Comment (3 minutes): None.

Correspondence: Malchetske reported that it was a pleasure working with DHHS staff, Lisa Liljegren and Irene Kutz, who were very helpful with client-related questions. He reports that they do a nice job and help out clients with their finances.

Van Ness shared Committee members an advertisement in the newspaper regarding a client concern.

Van Ness read a letter regarding the Southern Green Lake County transportation system. A nurse, Nancy, from Affinity Medical Clinic, called the agency at the direction of Dr. Erin McCaval. They commended transportation staff for the kind, caring, gentle way the driver treated the woman in the wheelchair. They felt his caring went above and beyond and wanted to recognize him for the outstanding job that he did. Discussion followed.

Veteran's Service Office Report: None.

Closed Session per WI Statute 9.85 (1)(c)(f) & (g) and 19.85(1)(e): The Board did not go into closed session.

Advisory Committee Reports: Aging: The next meeting will be held on March 12, 2008 at the Princeton Senior Center.

Long Term Support: The meeting was held on February 20, 2008. (See attached minutes.)

Health Advisory Committee: The next meeting will be held on April 9, 2008.

Family Resource Council: The next meeting will be held April 7, 2008.

Transportation Coordinating Committee: The next meeting will be held on March 20, 2008.

W-2 Committee Report: The next meeting will be held on July 14, 2008.

Advocap/Headstart Report: Mueller reported that the next meeting will be held Thursday, March 13, 2008.

ADRC Coordinating Committee Report: The next ADRC Committee meeting will be held March 13, 2008 at Marquette County.

Unit Reports: Administrative: No report.

Aging/Long Term Care: Long-Term Care Reform - Update: Van Ness updated Committee members regarding progress in the transition in Long Term Care Reform. Discussion followed.

Children & Families Unit: Van Ness reported that at the present time there are 20 children in care including 1 child in a child caring institution and 2 children in group homes. Discussion followed.

Clinical Services Unit: Dissing reported that staff are still working on crisis stabilization with the possibility of a resource in Waupaca County. Discussion followed.

Dissing discussed alternatives to inpatient placements which have included some trainings with law enforcement. Discussion followed.

Economic Support Services: No report.

Fox River Industries: Dissing reported regarding a request to hire Theresa

Musekamp, who worked at Fox River Industries the past summers, for the Summer Rec Aide for the summer of 2008. Discussion followed. After discussion, Topham made a motion to approve hiring Theresa Musekamp for the Summer Rec Aide for summer 2008. Wallenfang-second. All ayes. Motion carried.

Van Ness reported that Ed Schuh, Fox River Industries Unit Manager, was successful in contracting with Menards and production of squirrel corn will cover 1/3 of Menards stores. A new logo design for bags, etc. was also created. Discussion followed.

Van Ness also reported that at some point, they would like to automate some of the process. Van Ness reported that Schuh is looking at grants to help with this.

Schuh has been working with the Highway Department regarding developing a grant for a Frisbee golf course out at Zoebel Park. Schuh is checking into grants to help with this initiative.

Van Ness reported to Committee members that \$6,500.00 was taken out of transportation carryover and the balance out of Fox River Industries for the purchase of a new (used) truck for Fox River Industries.

Health: Current Health Abatements: Selsing reported that the Judge is requesting that staff work with a couple of restaurants which have been receiving complaints. Discussion followed.

Policies/Procedures Update: No report.

Purchases: Dissing presented bids for a modular unit for Kathy Munsey, Health Unit Manager: Sharpf's - \$3,327.60; Bubricks - \$4,231.68. After discussion, Wallenfang made a motion to recommend to the Green Lake County Property & Insurance Committee purchase of the modular unit for the Health Unit Manager from Sharpf's at a cost of \$3,327.60 to be paid through Capital Equipment funds. Mueller-second. All ayes. Motion carried.

Van Ness reported that she was contacted by the Sheriff's Department regarding a soft interview room which they are installing there. The Sheriff's Department is requesting that the Department of Health & Human Services pay for ½ of a couch (\$799), Department of Health & Human Services cost - \$400.00. Discussion followed regarding the use of the room for interviewing to make the individuals more comfortable during the process. After discussion, Priske made a motion for the Department of Health & Human Services to purchase ½ of a \$799.00 couch (approximately \$400.00) for the soft interview room at the Sheriff's Department. Mueller-second. All ayes. Motion carried.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion.

W-2: No report.

Budget 2007: Van Ness reported that the DHHS 2007 budget was approximately \$300,000 in the black for the 2007 budget.

Budget 2008: No discussion.

Committee Discussion: Administrative Committee Report: Helmer reported that there was a meeting on March 11, 2008. Reports from the Departments that they supervise and evaluations were reviewed.

Helmer reported that 2008 is the 150th anniversary of Green Lake County. The Green Lake County fair has been designated to be the celebration of the 150th anniversary. Helmer reported regarding possibilities for this celebration: developing/distributing a brochure explaining the history of Green Lake County and giving a gift to adults and children commemorating the 150th year anniversary. Discussion followed.

Wallenfang left the meeting at 6:45.

Finance: No report.

Personnel: Dissing reported that at the March 6, 2008 DHHS Personnel Committee meeting, a Child Welfare Social Worker, Amanda Kozascuk was hired. March 31, 2008 is her tentative start date. Discussion followed.

Dallman reported regarding the Green Lake County Personnel meeting.

Discussion followed regarding the potential for the time cards/clock for County employees.

Dissing updated Committee members regarding Jessie Cody's request to bring her flexible schedule request that was previously denied by the Board on February 12, 2008 back to the April 8, 2008 meeting.

Vacant Position(s) Review: None.

Property & Insurance: Van Ness reported that she and Dissing will be meeting March 12, 2008 with the architect, Potter and Lawson, and the Samuel's Group to discuss the design plan for the Health & Human Services building.

IT Committee: The meeting was held Monday, March 10, 2008.

Facilities & Security Committee Report: Dissing reported that the next meeting will be held in May 13, 2008.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, April 8, 2008 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:08 p.m. on a motion by Ruth. Guden-second. All ayes. Motion carried.