

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON MONDAY, SEPTEMBER 12, 2016 AT 5:37 P.M.

PRESENT: Joe Gonyo, Chairman
Richard Trochinski, Member
Harley Reabe, Member
John Gende, Member
Nancy Hoffman, Member

EXCUSED: Brian Floeter, Member
Nick Toney, Vice Chairman
Joy Waterbury, Secretary

OTHERS PRESENT: Jason Jerome, Director
Linda Van Ness, Director
Karen Davis, Administrative Assistant
Jon Vandeyacht, Veteran's Service Officer
Betty Bradley, Aging/LTC Unit Manager
Kathy Munsey, Health Unit Manager
Nichol Grathen, Dual Diagnosis Clinical Therapist

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 5:37 p.m. by Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Trochinski/Reabe) to approve the amended agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Reabe/Gende) to approve the minutes of the 7/18/16, 8/3/16, 8/8/16 Health & Human Services Board meetings as presented. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Reabe/Gende) to approve the August 2016 DHHS expenses. All ayes. Motion carried.

Motion/second (Reabe/Gende) to approve the Veteran's Service expenses. All ayes. Motion carried.

Appearances: Jerome introduced Nichol Grathen, AODA Counselor, who wrote the grant request for the AODA Drug Court. Grathen explained what the Drug Court consists of and also explained what the grant funding would cover. Discussion followed. Meetings are proceeding right now with the planning stages. A resolution for the part-time position will be presented at a future meeting.

Public Comment (3 minutes): None

Correspondence: None

Committee Appointments: Health & Human Services Board: No discussion.

Veteran's Service Office Report: Vandeyacht reported regarding office activities. Vandeyacht reported regarding the upcoming conference which will be held in Green Lake.

Advisory Committee Reports: Aging Advisory Committee Report: The next meeting will be held September 21, 2016.

Health Advisory Committee: The next meeting will be held on October 12, 2016.

Family Resource Council: The meeting was held September 12, 2016. Trochinski reported regarding the meeting. There was no quorum.

Transportation Coordinating Committee: The next meeting will be held on November 16, 2016.

Advocap/Headstart Report: Gonyo reported he will be attending a meeting on Thursday, September 15, 2016.

ADRC Coordinating Committee Report: The meeting was held on August 11, 2016 at 1:00 p.m. in Marquette County.

ADRC State Letter and Action: Bradley distributed the ADRC information and discussed. (See attached.) Bradley explained that the State is wanting our agency to make the ADRC "Warm and Welcoming" by having a separate entrance/waiting area, not going through security, etc. Bradley reported regarding the letter sent to the State and their reply. Bradley anticipates a meeting in the near future with the State to clarify. Committee members will be updated.

Unit Reports: Administrative: Health & Human Services Billing Update: Jerome updated Committee members regarding status.

Jerome reported that with this discussion on the status of the billing, a resolution will be presented later in the meeting for a Billing Specialist position to help/improve billing procedures and capturing all revenues.

Policies - Schenck: Davis explained that Administrative Staff have been meeting with Schenck staff to review the financial policies in order to get all polices updated and in compliance with Uniform Grant Guidance. A meeting is scheduled for Thursday, September 15, 2016 to review the draft policies. When the policies are finalized they will be presented to the Committee for approval.

Aging/Long Term Care: No discussion.

Behavioral Health Unit: Drug Court Grant: Discussed above.

Children & Families Unit: See attached report. Discussion followed.

Child Support: See attached report.

Economic Support Services: See attached report.

The Operation Backpack report is included in the packet.

Fox River Industries: Bathroom Remodeling Update: No discussion.

Discussion Regarding on FRI building costs to maintain/update/repair - architect: Reabe reported regarding the Ad Hoc Committee meeting which was held. The next meeting will be held Tuesday, September 13, 2016 at Fox River Industries.

Health: Current Health Abatements: None.

Munsey explained the amendment to the Ordinance Amending Chapter 228, Article I, Smoking and Tobacco Products. Munsey reported that the changes include not allowing the e-cigarettes, chewing tobacco, etc. and compliance with such.

Munsey reported that the e-cigarette is not FDA approved as a cessation product.

Discussion followed regarding signage regarding Not smoking. This matter will be discussed with the Property & Insurance Committee.

Motion/second (Reabe/ Trochinski) to recommend to County Board approval of the Ordinance Amending Chapter 228, Article I, Smoking and Tobacco Products.

The August Health and Quarterly Preparedness Reports were presented. (See attached.)

Policies/Procedures Update: None.

Purchases: None.

Personnel: Resolution Relating to Creating A Billing Specialist position: Jerome/Van Ness explained the resolution being presented for creation of the billing specialist position. Discussion followed regarding changing the job description and having more information to present to more clearly explain the need for this position. Motion/second (Trochinski/Reabe) to recommend to County Personnel and County Board to approve creating the Billing Specialist position. All ayes. Motion carried.

Gonyo/Reabe requested to call a special County Personnel meeting on next Tuesday before County Board meeting and move forward with this resolution.

Resolution Relating to a Program Aide position: Jerome presented he Resolution Relating to a Program Aide position. Jerome explained that a consumer needs 1:1 care and there are funds to cover the cost of this position. Motion/second (Trochinski/Gonyo) to recommend to the Green Lake County Personnel Committee/County Board to approve the Resolution Relating to a Program Aide position. All ayes. Motion carried.

Health & Human Services Budget 2016/2017: No report.

Closed Session Wis. Stat § 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to compensation for the Behavioral Health Unit Manager and DHHS unpaid leave request for DHHS members:

Reabe/Trochinski: Motion/second (Reabe/Trochinski) to adjourn to closed session. Roll call vote. Reabe-aye; Trochinski-aye; Hoffman-aye; Gende-aye; Gonyo-aye. All ayes. Motion carried.

Return to Open Session for Decision: Motion/second (Reabe/Gonyo) to adjourn closed session and return to open session. Roll call vote. All ayes. Motion carried.

Motion/second (Reabe/Trochinski) to approve unpaid leave requests made in closed session. All ayes. Motion carried.

Committee Discussion: No discussion.

Administrative Committee Report: Reabe reported regarding where the hiring process is for the County Administrator. Reabe reported that there is a meet and greet for the four candidates on September 22, 2016 at the Green Lake American legion Hall. Reabe reported that final interviews will be held on Friday the 23rd. Discussion followed.

Finance: Reabe reported the next meeting is Wednesday with a tour of the properties that are in arrears with taxes.

Reabe reported that the first round of 2017 budget review has been completed. This did not include insurance/wage increase costs. Will be looking at requests and updated budgets including personnel costs. Committee members will be updated.

Personnel: No discussion.

Property & Insurance: Trochinski reported regarding the meeting.

IT Committee: No report.

Facilities & Security Committee Report: No meeting.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be Monday, October 10, 2016 **at 5:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion:

Adjournment: Gonyo adjourned the meeting at 7:46 p.m..