

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, MAY 12, 2009 AT 5:30 P.M.

PRESENT: Elden Dallman, Chairman  
Joanne Guden, Vice Chair  
Gus Mueller, Member  
Nolan Wallenfang, Member  
Roberta Erdmann, Member  
Ruth Topham, Member  
Dan Priske, Member  
Bob Malchetske, Member

EXCUSED: Cindy Skipchak, Secretary

OTHERS PRESENT: LeRoy Dissing, Deputy Director  
Orrin Helmer, County Board Chair  
John Selsing, Corporation Counsel  
Jerry Beuthin, Veteran's Service Officer  
Kathryn Munsey, Health Unit Manager

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, Guden made a motion to approve the agenda as amended to put Health Unit under appearances. Priske-second. All ayes. Motion carried.

Action on Minutes: After discussion, Topham made a motion to approve the April 14, 2009 minutes. Guden-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Health Unit: Munsey reported on activities that the Health Unit staff were involved in this past month. (See attached.) Discussion followed.

Munsey reviewed the Environmental Health Survey Results. (See attached.) Rondorf inspects 400 places in Green Lake County. There were several calls from businesses that gave her positive comments. The results show what they thought of Rondorf - 60%-good and 40%-fair. The most common complaint was that Rondorf comes to do inspections when customers are present. The consensus was that businesses are cited for poor technique by one or more of their employees. Discussion followed.

Munsey reported that Wisconsin has better swine flu testing and that there are 380 confirmed cases, mostly concentrated in the Milwaukee area.

An Interim Emergency Operation enter (EOC) opened in Green Lake County for improved communication between government and the community.

Correspondence: None.

Veteran's Service Office Report: Beuthin recently attended the conference on VA programs. Concerns over State budget were discussed. Beuthin reported that grants could be affected. This is still to be determined. Beuthin reported to Committee members that mail has increased 30% and calls 15% from last year, to date. Beuthin reported that some of the increases in workload are due to Vietnam Veterans hospital applications and services connected with disability applications. Beuthin reported that the new employee, Lisa Liljegren is working out well in the office. After discussion, Priske made a motion to accept the Veteran's Service report. Mueller-second. All ayes. Motion carried.

Closed Session per WI Statute 19.85 (1)(c)Evaluations, Personnel Matters, Grievances(f) Personnel Medical History & (g)Confer with Legal Counsel Pending Litigation and 19.85(1)(e) Purchases: After discussion, Wallenfang made a motion to move to closed session. Mueller-second. Roll call vote. Wallenfang-aye; Mueller-aye; Guden-aye; Topham-aye; Malchetske-aye; Erdmann-aye; Priske-aye; Dallman-aye. All ayes. Motion carried.

Return to Open Session for Decision: After discussion, Mueller made a motion to adjourn closed session and return to open session. Wallenfang-second. Roll call vote. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held on May 13, 2009 at the Berlin Senior Center, Berlin, WI.

Health Advisory Committee: The next meeting will be held July 8, 2009.

Family Resource Council: The next meeting will be held June 1, 2009.

Transportation Coordinating Committee: The next meeting will be held September 10, 2009. Erdmann reported that the City of Berlin is getting two handicapped buses using stimulus money. These will be utilized by Mascoutin Transportation Inc.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Mueller reported that the annual meeting will be held Thursday, May 14, 2009 in Oshkosh, WI.

ADRC Coordinating Committee Report: The next meeting will be held on May 14, 2009 in Waushara County.

Unit Reports: Administrative: No report.

Aging/Long Term Care: Long-Term Care Reform - Update: Dallman reported that he received a letter from the State regarding Green Lake County's COP Plan. The State is requesting a list of Adult Family Homes. Guden will give the letter to Giesen for her reply.

Food Pantry: No report.

Children & Families Unit: Resolution - Creation of Intensive In-Home Clinical Therapist: Dissing presented the resolution relating to the "Creation of Intensive In-Home Clinical Therapist". After discussion, Priske made a motion to recommend approval of the resolution relating to the "Creation of Intensive In-Home Clinical Therapist". Wallenfang-second. All ayes. Motion carried.

Trauma Informed Care: Dissing informed Board members of a recent training he attended this week on Trauma Informed Care and explained what it is. More information/training will be made available to Board members as it becomes available.

Clinical Services Unit: Dissing gave a draft report (See attached.) to Erdmann in order for her to do a brief report at the May 19, 2009 County Board meeting. Discussion followed.

Economic Support Services: Dissing reported that Priske will present the Economic Support Unit report at the May 19, 2009 County Board meeting. (See attached.) Discussion followed.

Fox River Industries: Summer Rec Aide: Dissing updated Committee members that the same individual is interested in the Summer Rec Aide position. After discussion, Guden made a motion to allow Dissing to hire Therese Musekamp for the Summer Rec Aide. Wallenfang-second. All ayes. Motion carried.

Policies/Procedures Update: None.

Purchases: Conveyer System - Corn/Manufacturing: Dissing reported regarding the status of the purchase of the conveyer system from Multi-Conveyor. Dallman stated he had concerns over the cost of the electric motors in the proposal. Dissing will have Schuh contact Dallman to discuss.

Dissing presented a bid from M Schettle for cabinets for the Day Services room at a cost of approximately \$682.00. After discussion, Malchetske made a motion to recommend to Property & Insurance the purchase of cabinets for the Day Services program from M Schettle at a cost of \$682.00. Erdmann-second. All ayes. Motion carried.

Dissing presented a request to purchase a vibroacoustic body pillow for a consumer at Fox River Industries - Sonatron Body Pillow: Allied Products - \$1,265.50; Abilitations - \$1,515.99; Flaghouse - \$1,545.00. All vendors - foam wedge - \$110.00; shipping - \$300.00. Fox River Industries is recommending purchase of the Sonatron Body Pillow from Allied Products at a cost of \$1,265.00. Discussion followed. Board members questioned whose responsibility it is to purchase the body pillow, it's purpose, and how it will be reimbursed as well as where it will be placed. Dissing will get the answers to these questions for review at the next Board meeting.

Health & Human Services Budget: Budget 2008 Summary: No discussion.

Budget 2009: No discussion.

State Budget 2009-2011: County Board Resolution - "Opposition to Proposed DHHS 2009-2011 State Budget Cuts and Cost Shifts to Counties": Dissing presented the Resolution - "State Budget 2009-2011 County Board Resolution - 'Opposition to Proposed DHHS 2009-2011 State Budget Cuts and Cost Shifts to Counties'". Discussion followed. This resolution would be sent to Representatives, Senators and the Wisconsin Counties Association (WCA). After discussion, Priske made a motion to support the "State Budget 2009-2011 County Board Resolution - 'Opposition to Proposed DHHS 2009-2011 State Budget Cuts and Cost Shifts to Counties'". Malchetske-second. All ayes. Motion carried.

Committee Discussion: Administrative Committee Report: Helmer reported that a meeting was held on May 4, 2009. Discussion followed regarding merging a position in the Register of Deeds and the Treasurer's office. It is proposed to combine the two positions to make a full-time Account Clerk II position to work in both Departments. This would save approximately \$40,000 per year. Discussion followed.

Finance: Priske reported that the County has \$11.6 million in the bank for the building project. Discussion followed regarding increasing the number of banks Green Lake County can invest these funds in.

Personnel: Vacant Position(s) Review:

Intensive In-Home Social Worker: Dissing reviewed the resolution discussed above and the recommendation to change the position and approve the resolution. Discussion followed.

COP Coordinator: Dissing presented the updated job description for the COP Coordinator position. With the changes from implementing family care, the job description has been updated and the new title will be ADRC Adult Services Care Manager/Social Worker. Dissing explained the changes and presented the 4 points for recruitment/application procedures showing the need to fill this position. After discussion, Erdmann made a motion to recommend filling the vacant ADRC Adult Services Care Manager/Social Worker position and lowering the pay classification to Class V. Guden-second. All ayes. Motion carried.

Property & Insurance: DHHS Space Update: Helmer reported that the building is on schedule for completing by June 2010.

IT Committee: Wallenfang reported regarding the meeting held May 11, 2009. It was reported that there were 98 resolved support tickets last month. The back-up generator has been replaced and Windows has been upgraded. The HS Representative Payee software has been approved for purchase.

Facilities & Security Committee Report: Helmer reported that the meeting was held May 5, 2009 and that the Judge did not participate in the meeting.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, June 9, 2009 at 5:30 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: 2009 budget

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:44 p.m. on a motion by Mueller. Wallenfang-second. All ayes. Motion carried.