

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT THE HEALTH & HUMAN SERVICES CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON TUESDAY, FEBRUARY 14, 2012 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman
Jack Meyers, Vice Chairman
Richard Trochinski, Member
David Richter, Member
Joe Gonyo, Member
Bob Malchetske, Member
Nolan Wallenfang, Member

EXCUSED: Ruth Topham, Member
Cindy Skipchak, Secretary

OTHERS PRESENT: LeRoy Dissing, Director
Mike Lehner, Corporation Counsel
Karen Davis, Administrative Assistant
Jerry 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 Priske.
Motion/second. (Meyers/Richter) to approve the amended agenda to include "Approval of Minutes - 12/12/2011". All ayes. Motion carried.

Action on Minutes: Motion/second (Malchetske/Richter) to approve the minutes of the 12/12/11 and 1/10/2012 Health & Human Services Board. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Richter/Meyers) to approve the Health & Human Services and Veteran's Services vouchers. All ayes. Motion carried. Discussion followed.

Appearances: Public Comment (3 minutes): None.

Correspondence: Approval of Annual Report: The Annual Report was reviewed and Committee members were appreciative of management staff on the informative reports. (See attached.) Motion/second (Meyers/Gonyo) to approve the 2011 Health & Human Services Annual Report. All ayes. Motion carried.

Approval of Training Plan: Committee members reviewed the 2012 Health & Human Services Training Plan. (See attached.) Motion/second (Meyers/Trochinski) to approve the 2012 Health & Human Services Training Plan. All ayes. Motion carried.

Letter Regarding Corporation Counsel: Committee members reviewed the letter to the County Board Chair regarding a full-time in-house Corporation Counsel for Green Lake County. Discussion followed. (See attached.)

Board Presentations: None.

Veteran's Service Office Report: Beuthin reported that the Veteran's Service Office submitted the \$8500.00 grant proposal for 2012.

Beuthin reported regarding the annual report for the Veteran's Service Office. (See attached.)

Discussion followed. Motion/second (Meyers/Gonyo) to approve Veteran's Service Report and Annual Report.

Advisory Committee Reports: Aging: The meeting was held on January 18, 2012 at the Berlin Senior Center. Meyers reported regarding the meeting. (See attached.) The next meeting will be held on March 21, 2012 at the Princeton Senior Center.

Health Advisory Committee: The meeting was held on January 11, 2012. The next meeting will be April 11, 2012.

Family Resource Council: The next meeting is scheduled for March 5, 2012.

Transportation Coordinating Committee: The next meeting will be held on April 26, 2012 at Fox River Industries.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Gonyo reported that the next meeting will be held Thursday, February 16, 2011 in Oshkosh.

ADRC Coordinating Committee Report: The meeting was held on February 9, 2012. Meyers reported regarding the ADRC Committee meeting. (See attached.) The proposed by-laws were discussed by Committee members. (See attached.) Dissing explained the difference between an advisory committee versus a governing committee. It was reiterated that the County Board makes the ultimate decisions. Discussion followed. Dissing read the findings from the State. (See attached.) The by-laws will be put on the March 13, 2012 agenda for further discussion/decision. The next ADRC Coordinating Committee meeting will be held on April 12, 2012 at Marquette County.

Unit Reports: Administrative: Proact Prescription Drug Discount Program. Karin Eckdahl, ProAct was present to explain the prescription program for uninsured/under insured individuals that they would like to provide services in Green Lake County. Eckdahl reported that through this program there is a 48% average savings on prescriptions. Eckdahl explained how this program keeps the business within county (local) versus a mail prescription program. Eckdahl explained that the cost is free to the county. Eckdahl reported to Committee members that ProAct would mail out the cards at their expense explaining the program; she would do the marketing; and handle press releases.

It was reported that NACO is a 24% savings on prescriptions.

ProAct is currently serving several Minnesota counties, one in North Dakota and counties out East including the state of New York. The ProAct headquarters is in Syracuse, New York. Discussion followed.

Green Lake County will check out references and bring this back to the March 13, 2012 Committee meeting.

Committee members thanked Karin for coming and explaining the Proact Prescription Drug Discount program.

The Committee was in consensus that NACO did not need to be contacted.

Aging/Long Term Care: Family Care Update: The State announced that the Family Care cap would be lifted this spring. Discussion followed.

Resolution Relating to Half-Time LTE ADRC Worker: Dissing presented the Resolution Relating to Half-Time LTE ADRC Worker to Committee members for review. Motion/second (Wallenfang/Richter) to recommend approval of the Resolution Relating to the Half-Time LTE ADRC Worker. Discussion followed. All ayes. Motion carried.

2012 Community Options Plan: Dissing presented the 2012 Community Options Plan for recommendation for approval. Motion/Second (Meyers/Wallenfang) to recommend approval of the 2012 Community Options Plan. All ayes. Motion carried.

Children & Families Unit: Dissing directed Committee members to the monthly report. (See attached.)

Dissing reported that Jennifer Zeleske was reclassified from Social Worker I to Social Worker II effective February 12 in accordance to policy.

Clinical Services Unit: No discussion.

Economic Support Services: Fox Valley Workforce Development Board/Local Elected Officials: Dissing explained the functions of the Fox Valley Workforce Development Board in Green Lake County. Dissing reported regarding the Federal Audit and concerns. Discussion followed. The proposed agreement was distributed for Committee review. This will be discussed and decided on at the March 13, 2012 meeting.

Fox River Industries: Fox River Industries is continuing to go through the audit with Huberty & Associates.

Staffing Room Remodel/Upgrade: Dissing reported to Committee members regarding the proposal for Fox River Industries to remodel/upgrade the staffing room at Fox River industries at a cost of approximately \$400.00. Dissing reported that Maintenance was notified of this.

Motion/second (Richter/Gonyo) to approve remodel/upgrade the staffing room at Fox River industries at a cost of approximately \$400.00. All ayes. Motion carried.

Dissing reported that Fox River Industries lost the Menards corn account. Dissing explained that the cost per bag of corn was raised late last fall and Menards found another vendor. The door has been left open for a possible future contract. Discussion followed. Dissing reported that Schuh is looking for other possible contracts.

Health: Current Health Abatements: None.

Policies/Procedures Update: None.

Purchases: Educational Material: Dissing presented a bid for evidence-based program materials for working with juveniles and groups - "Carey Guides". Discussion followed. Motion/second (Richter/Wallenfang) to approve the purchase of "Carey Guides" at a cost of \$550.00 from Carey Group Publishing. All ayes. Motion carried.

Health & Human Services Budget: Audit 2011: Dissing reported that the auditors are still working on 2011 audit.

Budget 2011: No discussion.

Budget 2012: none.

Committed Funds: Dissing updated Committee members, that per auditor, there are only three areas in the committed funds: donations account, aging account and Fox River Industries capital outlay for vehicles account. Discussion followed.

Dissing reported that there is supposed to be a footnote for the \$350,000.00+ that was in the Health and Human Services carryover account to be utilized for inpatient costs if needed.

Committee Discussion: Administrative Committee Report: Priske reported regarding what the Administrative Committee will be doing at the next meeting.

Finance: No discussion.

Personnel: Vacant Position(s) Review: None.

Voluntary Unpaid Leave Request(s): Dissing presented unpaid leave requests from: Amy Higginbotham - 2 days; Renee Peters - 1 day; Georgia Zills - 5 days; Katie Klawitter - 2 days; Sherri Wandersee - 5 days. Motion/Second (Malchetske/Richter) to approve to approve unpaid leave requests for Amy Higginbotham - 2 days; Renee Peters - 1 day; Georgia Zills - 5 days; Katie Klawitter - 2 days; Sherri Wandersee - 5 days. All ayes. Motion carried.

Property & Insurance: Discussion followed regarding IT purchase requests brought to the Property & Insurance Committee and concerns regarding re-approving or just approving the process. The Corporation Counsel will be contacted for clarification.

IT Committee: No report.

Facilities & Security Committee Report: The meeting was held on February 14, 2012 at 3:00 p.m..

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, March 13, 2012 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: Fox Valley Workforce Development Board Agreement

Committee Discussion: None.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e):
Motion/second (Meyers/Richter) to move to closed session. Roll call vote.
Meyers-aye; Richter-aye; Malchetske-aye; Wallenfang-aye; Trochinski-aye;
Gonyo-aye; Priske-aye. All ayes. Motion carried.

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

Motion second (Meyers/Richter) that LeRoy Dissing, Director, County Clerk
Bostelmann, and Maureen Schweder, County Board Member, to screen applicants
and pick the 3-4 finalists to bring to the Health & Human Services
Personnel Committee similar to what was done for the director. Roll call
vote. Meyers-aye; Richter-aye; Malchetske-aye; Wallenfang-aye; Trochinski-
aye; Gonyo-aye; Priske-aye. All ayes. Motion carried.

Adjournment: Motion/Second (Meyers/Gonyo) to adjourn the meeting. All
eyes. Motion carried.

The meeting adjourned at 8:04 p.m.