

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, August 14, 2007, 2007 AT 6:00 P.M.

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

EXCUSED: Nolan Wallenfang, Member
Cindy Skipchak, Secretary

OTHERS PRESENT: Linda Van Ness, Director
Karen Davis, Administrative Asst.
LeRoy Dissing, Deputy Director
John Selsing, Corporation Counsel
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, Priske made a motion to approve the agenda. Topham-second. All ayes. Motion carried.

Action on Minutes: After discussion, Topham made a motion to approve the minutes of the 7/10/07 Health & Human Services Board meeting. Mueller-second. All ayes. Motion carried.

Signing of Vouchers: After discussion, Mueller made a motion to approve the August Health & Human Services and Veteran's Services vouchers. Topham-second. Mueller-aye; Topham-aye; Malchetske-aye; Dallman-aye; Skipchak-aye; Gonyo-aye; Guden-aye. Motion carried.

Appearances: Public Comment (3 minutes): None.

Correspondence: Space Needs Study: Van Ness reviewed the attached memo with Committee members. Discussion followed.

Budget 2008: Van Ness reviewed the proposed 2008 budget which met the requirements of the County Finance Committee that there be no increase to the levy excluding personnel. The first draft of the budget included the 2007 wage and benefit increases and the next draft will show 2008 adjustments.

Veteran's Service Office Report: Beuthin reported that the Veteran's Service Office had a booth at the Green Lake County Fair to provide information regarding services/benefits available for Veterans. Beuthin reported that they had increased attendance and were able to distribute information/literature to individuals. Discussion followed.

Beuthin reported that the WDVA transportation grant will be due in November. It is anticipated that there will be less funding available.

Beuthin reported that he is working with ADRC and their website information in order to coordinate services.

Beuthin reported that the State Veteran's Service Commission will meet at King in September 2007.

Beuthin reported that there is another volunteer driver, Dan Priske.

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

Closed Session per WI Statute 9.85 (1)(c)(f) & (g) and 19.85(1)(e): None.

Advisory Committee Reports: Aging: The meeting was held on August 8, 2007 at the Princeton Senior Center. Guden reported that on June 26, 2007 several Committee members attended a Family Care training in Beaver Dam. Guden reported that the emphasis was on "no one left behind, no waiting list". Discussion followed.

Guden reported that there will be the Older American's Act & Board training in Green Bay on August 27, 2007. Any interested Committee members are to contact the agency to register.

Guden reported that the Senior picnic went well. Discussion followed.

Discussion followed regarding the Mealsite in Princeton in regards to the retirement of the manager and attendance at the mealsite. Discussion followed. Committee members will be updated.

The next Aging Advisory Committee meeting will be held on October 10, 2007 at Markesan Vista Valley mealsite.

Long Term Support: The next meeting will be held on September 19, 2007.

Health Advisory Committee: The next meeting will be held on October 10, 2007.

Family Resource Council: The next meeting will be held on September 10, 2007.

Transportation Coordinating Committee: The next meeting will be held November 15, 2007.

W-2 Committee Report: The next W-2 Steering Committee meeting will held on October 8, 2007.

Advocap/Headstart Report: Mueller reported regarding the August 9, 2007 which was held in Neenah. The new members were introduced and reported to Committee members their duties.

ADRC Coordinating Committee Report: The meeting was held Thursday, August 9, 2007. Guden reported that the meeting was held in Marquette County in the new building which was set up very nice.

Guden reported that information in the 2008 Directory is being reviewed.

Community Living Alliance and Care Wisconsin were present to discuss what

their role would be as managed care organizations. Discussion followed.

Guden reiterated that the ADRC website is up and running. Marketing and outreach have also increased.

Guden reported that Denise Blackburn, Tri-County ADRC Coordinator will speak on August 27th at Bay Area Agency on Aging meeting.

The next ADRC Coordinating Committee meeting will be held October 18, 2007 in Wautoma.

Unit Reports: Administrative: Dissing updated Committee members that the Receptionist position is being advertised and interviews will be held in the near future.

Aging/Long Term Care: Long-Term Care Reform - Update: None.

Children & Families Unit: No discussion.

Clinical Services Unit: Dissing reported that the Health & Human Services Personnel Committee recommended hiring Denise Rigden for the Psychiatric Nurse position. Rigden has a 2-year RN degree. Dissing reported that the position requires a 4-year bachelor's degree. The recommendation is that Rigden assume the position at a lower class until she obtains the required bachelor's degree. She would then move to the next pay scale. Rigden is requesting starting at the 6-month step which would be \$20.91/hour. The starting wage is \$19.97. Discussion followed. After discussion, Guden made a motion to recommend hiring Denise Rigden as the Psychiatric Nurse at the 6-month step in Class V. P里斯e-second. All ayes. Motion carried.

Selsing reported that a meeting was held with Mark Putzke, Linda Richards, LeRoy Dissing and himself to discuss the high number of alcohol commitments and placements. The option of having an individual go into a group home instead of a hospital which is more costly was discussed. Committee members will be updated. Discussion followed.

Economic Support Services: Dissing reported that Angela Nehring is presently training for the Energy Assistance Coordinator position.

Fox River Industries: No discussion.

Health: No discussion.

Dissing reported that the Health Unit is applying for a grant in the Health Partnership Program. The Wellness Coalition discussed resubmitting a grant and focusing on the Berlin Boys and Girls Club. The Berlin Boys and Girls Club has a grant writer who will write grant the in conjunction with Health & Human Services. Committee members will be updated. Grant proposal due August 31, 2007. Will have a health Educator from U.W. Madison involved in this grant process as our academic partner, which is a requirement.

Dissing reported that the Environmental Specialist, Ashley Rondorf,

presented a report on the first year of performing inspections which amounted to approximately 300 inspections for the year. We didn't get 100% of first inspections but approximately 90%, which is much higher than state inspections that were done previously. Discussion followed.

Current Health Abatements: None.

Policies/Procedures Update: None.

Purchases: Dissing presented two bids for one air conditioning unit to be replaced at Fox River Industries: Berlin Heating and Cooling - \$2,177.42 with the option of an extended warranty for \$40.00 for 10 years. The other bid is from Brisky Heating & Air Conditioning - \$2,500.00. Funds will come from

After discussion, Priske made a motion to approve the purchase of the air conditioning unit from Berlin Heating and Cooling at a cost of \$2,177.42 with the extended warranty for \$40.00 for 10 years. Since this is an emergency situation, the air conditioning system can be repaired and the presentation for approval of purchase at the next Property & Insurance meeting. Mueller-second. All ayes. Motion carried.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion.

W-2: No report.

Budget 2006: No report.

Budget 2007: No discussion.

Budget 2008: Van Ness reported regarding the proposed 2008 budget at the Health & Human Services Finance Committee meeting held at 5:00 p.m.

Committee Discussion: Administrative Committee Report: No meeting.

Finance: No discussion.

Personnel: No discussion.

Vacant Position(s) Review: Mealsite Manager: This matter will be brought up at a future meeting.

Receptionist: Dissing updated Committee members that Kim Biesenthal was hired for the Juvenile Court Intake Social Worker position. The Receptionist, Angela Nehring, posted into the Energy Assistance Coordinator position. Dissing is requesting permission to post and advertise the vacant position. After discussion, Topham made a motion to fill the receptionist position. Guden-second. All ayes. Motion carried.

Long Term Care Case Manager: Dissing updated Committee members regarding the vacant Long Term Care Case Manager position. After discussion, Topham made a motion to fill the vacant Long Term Care Case Manager position. Guden-second. All ayes. Motion carried.

Property & Insurance: Discussion followed regarding Maintenance needs.

IT Committee: The next meeting will be October 15, 2007.

Facilities & Security Committee Report: Dissing and Helmer reported regarding the meeting held August 14, 2007.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, September 11, 2007 at 6:00 p.m. at Fox River Industries, 222 Leffert Street, Berlin, WI.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:10 p.m. on a motion by Mueller. Topham-second. All ayes. Motion carried.