

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, NOVEMBER 17, 2009 AT 5:30 P.M.

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

EXCUSED: Nolan Wallenfang, Member

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
John Selsing, Corporation Counsel
Karen Davis, Administrative Assistant
Orrin Helmer, County Board Chair

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, Priske made a motion to approve the amended agenda. Mueller-second. All ayes. Motion carried.

Action on Minutes: After discussion, Erdmann made a motion to approve the minutes of the October 13, 2009 meeting. Skipchak-second All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: Van Ness read a letter regarding a \$1,196.72 donation from the Berlin Knights of Columbus to Fox River Industries. This will be used to purchase lockers and make improvements in the workshop. (See attached.)

Veteran's Service Office Report: No report.

Advisory Committee Reports: Aging: The next meeting will be held on November 18, 2009 at the Markesan Vista Valley Apartments Mealsite.

Health Advisory Committee: The meeting was held October 14, 2009 at 8:00 a.m. (See attached minutes.) The next meeting will be held January 13, 2010 at 8:00 a.m.

Family Resource Council: The next meeting will be held on December 7, 2009.

Transportation Coordinating Committee: The next meeting will be held November 19, 2009.

W-2 Committee Report: No report.

Advocap/Headstart Report: Mueller reported there will be a special election held for officers of ADVOCAP.

ADRC Coordinating Committee Report: Guden reported on the meeting that was held November 12, 2009 in Waushara County. regarding the meeting. There will be special meeting to go over the 2010 budget. Guden reported that the Advisory Board descriptions were approved.

Guden reported regarding the report from Care Wisconsin dated 11/1/09 for the three counties.

Green Lake County currently has 129 members in Family Care:

- 37 current off the waitlist
- 73 current roll-over members
- 10 current nursing home relocations
- 5 members were Urgent Services
- 4 members transfers from other counties

Green Lake County ADRC calls: September - 97 and October - 119.

Customer surveys were returned and compiled. The main concerns were transportation after 4:00 p.m. and request for more tai chi classes.

The next meeting will be held on January 14, 2010 at the Green Lake County DHHS.

Unit Reports: Administrative: No report.

Aging/Long Term Care: Long-Term Care Reform - Update: Transition has settled down and Care Wisconsin is proceeding with services.

Mealsite Manager Resolution: This was approved at the November 10, 2009 County Board meeting.

November/December Newsletter: The November/December newsletter was reviewed.
(See attached.)

Children & Families Unit: Van Ness reported: there are 10 children in care: 8 - local foster care; 1- treatment foster care and 1 in a group home. Discussion followed.

Dissing reported that the Health & Human Services Personnel Committee hired Melissa Sonntag as Juvenile Court Dispositional Worker effective January 1, 2010.

Clinical Services Unit: Amend Nurse Practitioner Resolution: The amended Nurse Practitioner resolution was presented for Committee review. Discussion followed. After discussion, Erdmann made a motion to recommend to County Personnel/County Board approval of the Nurse Practitioner Resolution. Guden-second. All ayes. Motion carried.

Economic Support Services: Dissing reported that Emily Cahoon started her position as Energy Assistance Coordinator October 26, 2009. Dissing reported that previous Energy Assistance Coordinator, Angela Nehring, stayed to help with training.

Van Ness updated Committee members regarding the Badgercare Plus program. Van Ness reported that the State had taken over the application process, however, the State has decided to contract with counties to do the application process for the Badgercare Plus Program as there is a backlog of applications. Funding will be provided by the State for overtime to perform this service.

Fox River Industries: October Newsletter: Committee members reviewed the October Newsletter and reported that it was very informative. (See attached.)

Health: Current Health Abatements: No discussion.

Policies/Procedures Update: None.

Purchases: Dissing presented two bids for a copy machine for the Department of Health & Human Services: NEP (Northeast Photocopy) - Konica Minolta Bizhub 501 - \$7,413.80 including the maintenance contract; Modern Business Machines - Canon imageRunner 5055 - \$11,531.60 including the maintenance contract. After discussion, Guden made a motion to recommend to Green Lake County Property & Insurance to purchase the Konica Minolta Bizhub 501 at a cost of \$7,413.80 including the maintenance contract from NEP (Northeast Photocopy). Priske-second. All ayes. Motion carried.

Dissing presented a bid from a State Contract with HP for 2 HP ProBook 4170 Notebook PC's - \$1354.00 each for the Health Unit utilizing Public Health Emergency Response (PHER) funding. These notebooks were recommended by Hutchison, Information Technology Department. There was discussion concerns regarding notebooks vs. laptops. Discussion followed. Dissing reported that the Information Technology Committee has approved the purchase pending approval from the Department of Health & Human Services Committee. Dissing will check into this more with Information Technology. After discussion, Skipchak made a motion to recommend the purchase of 2 HP ProBook 4170 Notebook PC's - \$1354.00. Topham-second. All ayes. Motion carried.

Health & Human Services Budget: Budget 2009: Van Ness reported that the Department of Health & Human Services is still within budget with the 2009 budget. Discussion followed.

Budget 2010: Van Ness reported that the 2010 budget was approved at the November 10, 2009 County Board meeting.

Committee Discussion: Administrative Committee Report: No meeting.

Finance: No report.

2009 Carryover Accounts: No report.

Personnel: Vacant Position(s) Review: Youth Services Specialist: Dissing reviewed the "Recruitment and Application Procedures" for the vacant Youth Services Specialist position with Committee members and the need to fill this position. (See attached.)

Mental Health Case Manager: Dissing reviewed the "Recruitment and Application Procedures" for the vacant Mental Health Case Manager position with Committee members. (See attached.) Position states that this position specifically backs up the Psychiatric Nurse/Nurse Practitioner position. Discussion followed. Dissing reported that this position monitors 90-day stipulations and is needed.

After discussion, Skipchak made a motion to recommend to County Personnel to fill both positions - Mental Health Case Manager and Youth Services Specialist. Guden-second. All ayes. Motion carried.

Property & Insurance: DHHS Space Update: Committee members discussed progress with the Justice Center. Discussion followed.

IT Committee: No report.

Facilities & Security Committee Report: Dissing reported that the Facilities & Security Committee met November 3, 2009 in the County Board room. Discussed followed regarding security issues which were discussed at the meeting.

Dissing reported regarding the new committee membership list for the Facilities and Security Committee.

The next meeting will be held February 2, 2010.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, December 8, 2009 at 5:30 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: 2010 budget

Committee Discussion: None.

Closed Session None.

Adjournment: The meeting adjourned at 6:25 p.m. on a motion by Erdmann. Guden-second. All ayes. Motion carried.