

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 20, 2007, 2007 AT 6:00 P.M.

PRESENT: Elden Dallman, Chairman
Dan Priske, Member
Gus Mueller, Member
Joanne Guden, Member
Joe Gonyo, Member
Nolan Wallenfang, Member
Cindy Skipchak, Secretary

EXCUSED: Ruth Topham, Member
Bob Malchetske, Member

OTHERS PRESENT: Linda Van Ness, Director
Karen Davis, Administrative Asst.
LeRoy Dissing, Deputy Director
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. Guden-second. All ayes. Motion carried.

Action on Minutes: After discussion, Guden made a motion to approve the minutes of the 10/9/07 Health & Human Services Board meeting. Mueller-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): Policies/Procedures Update: Social Worker Advancement Policy (Revision): Dissing updated Committee members regarding the revised Social Worker Advancement Policy. Dissing updated Committee members that after a Social Worker II posted into a new Social Worker I Disability Benefits position a grievance was filed regarding the advancement criteria policy. The advancement criteria was reviewed. Dissing pointed out the revisions. (See attached.) The Union feels that when the criteria for advancement is met, the individual should be re-classed back to the Social Worker II level that they were at previously. Discussion followed. After discussion, Wallenfang made a motion to recommend the revision of the Social Work Advancement Policy. Mueller-second. All ayes. Motion carried.

Correspondence: Van Ness reviewed with Committee members the State Budget overview. (See attached.) Discussion followed regarding some of the programs which were approved such as BadgerCare Plus. Discussion followed.

Van Ness distributed the flu shot schedule to Committee members.

Veteran's Service Office Report: No report.

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 October 10, 2007 at the Markesan Vista Valley mealsite. Guden reported that she and Hilger will be attending the Senior Statesman - Advocacy 101 program in December 2007. Guden reported that funds were received from the Bay Area on Agency for \$970.00 for 2007. \$1,358.00 will be allocated to the Princeton/Green Lake mealsite in 2008.

Marquette, Waushara and Green Lake Counties will be holding a meeting on December 13, 2007 regarding the Commission on Aging and nutrition education.

Long Term Support: The next meeting will be held on December 12, 2007.

Health Advisory Committee: The meeting was held on October 10, 2007. Dallman reported regarding the Health Advisory Committee meeting.

Family Resource Council: Dallman reported on November 5, 2007 meeting of the Family Resource Council.

Transportation Coordinating Committee: The meeting was held November 15, 2007. Guden reported that on October 11, 2007 Southern Green Lake County received their mini-van. The Berlin Senior Center has not received their van yet. Schuh is working on the grants for submission for the 33, 34 grant cycle. Schuh reported that the gas/repairs area of the budget needed to be increased with funding coming from other areas of the Fox River Industries budget. The next meeting will be January 20, 2008. Discussion followed regarding "suggested donations" for transportation services.

W-2 Committee Report: The W-2 Steering Committee meeting will be scheduled at a later date.

Advocap/Headstart Report: Mueller reported regarding the annual volunteer Christmas Party which will be held in December 2007.

ADRC Coordinating Committee Report: The meeting was held on Thursday, October 18, 2007. Guden reported regarding the ADRC meeting. Discussion followed regarding statistics.

Guden showed Committee members the cover of the 2008 Resource Directory.

The next ADRC Committee meeting will be held January 10, 2008 in Green Lake.

Unit Reports: Administrative: Dissing reported to the Committee members that the new Receptionist is being trained and doing well in her position.

Van Ness updated Committee members regarding the Angel Tree Program which DHHS staff are participating in again this year.

Aging/Long Term Care: Princeton Mealsite: Van Ness updated Committee members regarding the options for the Princeton Mealsite. The recommendation is for Option #2 - utilizing the Green Lake Mealsite to provide meals for Princeton and no Mealsite Manager.

Long-Term Care Reform - Update: Resolution: Participation of Green Lake County in the Implementation of Family Care: Van Ness reviewed with Committee members regarding the proposed "Resolution Relating to the Participation of Green Lake County in the Implementation of Family Care". Discussion followed.

Van Ness updated the Board regarding the status of Long Term Care reform and how it will impact Green Lake County.

Van Ness explained to Committee members how the Basic Community Aids is distributed through Children & Family Services; Clinical Services and Long Term Care. Discussion followed.

Green Lake County has been part of the Family Partnership Care Management Coalition Planning grant since mid-2005. The current timeline for Green Lake County to begin the transition to Family Care is August 2008. Van Ness reviewed the financial contribution the State is requiring. The plan will bring the county funding to long term care to 22% of the BCA (\$180,707) at the end off a 5-year buy out versus the \$586,555.00 spent in 2006.

After discussion Guden made a motion to support the resolution and have Van Ness talk to the auditor and County Finance regarding the proposed Resolution Relating to the Participation of Green Lake County in the Implementation of Family Care with Committee review on December 11, 2007. Mueller-second. All ayes. Motion carried.

Dissing reported that on October 29, 2007 the DHHS Personnel Committee hired Bryn Ceman, Long Term Care Case Manager, who began employment Monday, November 12, 2007.

Children & Families Unit: Best Friends Program (Handouts): Dissing updated Committee members regarding the handouts he received which included the mission statement and financial information for the Best Friends Program. Dissing explained what Best Friends is requesting \$5,000.00 from Green Lake County with the hope of becoming more self-sufficient in the future. Discussion followed.

Dissing will update Committee members at the December meeting.

Christine Ann Domestic Abuse Report: See attached.

Van Ness presented a request for Jennifer Stanek to be promoted to a Social Worker II retroactive to October 11, 2007. She has met all the criteria required to advance. After discussion, Skipchak made a motion to recommend promoting Jennifer Stanek to a Social Worker II effective October 11, 2007. Guden-second. All ayes. Motion carried.

Clinical Services Unit: Clinical RN Position: Dissing updated Committee members regarding the Clinical RN position. Dissing reported that the candidate for the Psychiatric Nurse position did not have her BSN. The DHHS Personnel Committee made a motion to change the job description and qualifications which Dissing stated was allowable for this program per the statutes. County Personnel approved the job description change. The Union recommended changing the description but also changing the Public Health Nurse classifications. Discussion followed. The candidate was hired as a Limited Term Employee.

The position is being re-posted and re-advertised. There will be a Health & Human Services Board Personnel Committee meeting scheduled after November 29, 2007 to hire a candidate for the position. DHHS Personnel Committee members will be notified of the date.

Economic Support Services: Van Ness reported that the 2008 preliminary allocations for W-2 have come out and are significantly lower. The DHHS is waiting for additional funding information before deciding if they will continue to provide W-2.

Fox River Industries: Transportation Grant - Cycle 33: See attached.

Van Ness distributed the 11-month income statement and sub-contract information for Fox River Industries.

Health: No report.

Current Health Abatements: No report.

Policies/Procedures Update: Done above.

Purchases: Dissing presented a request from Fox River Industries for a Telephone Pager System which included three bids: Bogen - C60 telephone pager/amplifier:\$394.00; Speco Technologies C60 telephone pager/amplifier: \$344.00; and Bogen TPU 60B telephone pager/amplifier: \$455.00. Dissing reported that the recommendation is for the Bogen - C60 - \$394.00 because it is compatible with the present equipment. After discussion, Priske made a motion to approve purchase of the Bogen - C60 telephone pager/amplifier at a cost of \$394.00. Mueller-second. All ayes. Motion carried. The funds will come from the Fox River Industries checkbook.

Dissing presented a bid for a modular unit for the Clinical Coordinator's office: Sharpf's Office Supply - invincible unit at a cost of \$3,497.00 with funding coming from Capital Equipment. After discussion, Skipchak made a motion to recommend to the Property & Insurance Committee the purchase of a Invincible modular unit for the Clinical Coordinator's office from Sharpf's Office Supply at a cost of \$3,497.00 with funding coming from Capital Equipment. Guden-second. All ayes. Motion carried.

Dissing presented a bid for a modular unit for the Disability Benefit Specialist cubicle at a cost of \$1,513.00 through ADRC funding and a 2-drawer pedestal for Unit Manager's office at a cost of \$271.00 for a total of \$1,784.06. After discussion, Guden made a motion to recommend to the Property & Insurance Committee the purchase of the Invincible modular unit for the Disability Benefit Specialist cubicle at a cost of \$1,513.00 through ADRC funding and a 2-drawer pedestal for the Unit Manager's office at a cost of \$271.00 for a total of \$1,784.06. Mueller-second. All ayes. Motion carried.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion

W-2: No report.

Budget 2007: Van Ness reported that year-to-date looks good for the 2007 budget. Discussion followed.

Budget 2008: No discussion.

Committee Discussion: Administrative Committee Report: No meeting.

Finance: Priske reported regarding county financial concerns. Discussion followed.

Personnel: Dissing read a request from Ruth Holmquist, AODA Counselor, to extend 4 vacation days past her anniversary date of December 9, 2007 to utilize for a family medical emergency. After discussion, Wallenfang made a motion to recommend approval of the request from Ruth Holmquist, AODA Counselor, to extend 4 vacation days past her anniversary date of December 9, 2007 to utilize for a family medical emergency and to extend their best wishes to the family. Skipchak-second. All ayes. Motion carried.

Dallman reported concerns regarding a late evaluation which came from the Health & Human Services Board. Dissing explained the situation and assured Committee members that this would not happen again.

Vacant Position(s) Review: No discussion.

Property & Insurance: Helmer notified Committee members that the Samuel's Group will be meeting with the Property and Insurance Committee on Tuesday, December 11, 2007 at 4:30 p.m.

IT Committee: The meeting was held November 19, 2007. Wallenfang reported regarding the meeting. The next meeting will be held January 14, 2008.

Facilities & Security Committee Report: Dissing reported that the Committee will be reviewing the need for an ordinance to ban individuals bringing weapons into the Courthouse. Discussion followed.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, December 11, 2007 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:55 p.m. on a motion by Wallenfang. Guden-second. All ayes. Motion carried.