

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, FEBRUARY 8, 2005 AT 6:00 P.M.

PRESENT: Elden Dallman, Member
Nolan Wallenfang, Member
Dan Priske, Member
James Disterhaft, Member
Joe Gonyo, Member
Cindy Skipchak, Secretary

EXCUSED: Ruth Topham, Member
Gus Mueller, Member
Bob Malchetske, Member

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
Dan Sondalle, Assistant Corporation
Counsel
Orrin Helmer, County Board Chair
Jerry Beuthin, Veteran's Service Officer
Karen Davis, Administrative Assistant

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

Action on Minutes: After discussion, Disterhaft made a motion to approve the amended minutes of the 1/11/05 Health & Human Services Board meeting to read: Return to Open Session motion - omit the second to the motion "Skipchak" and replace with Gonyo. Then after Return to Open Session - the motion -- put a comma after the word "that" and omit the word "board" after Health & Human Services. Wallenfang-second. All ayes. Motion carried.

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

Appearances: None.

Correspondence: 2004 Annual Report: Van Ness reviewed the 2004 Annual Report. After discussion, Priske made a motion to approve the 2004 Annual Report. Disterhaft-second. All ayes. Motion carried.

2005 Training Plan: Van Ness reviewed the 2005 Training Plan with Committee members. After discussion, Priske made a motion to approve the 2005 Training Plan. Disterhaft-second. All ayes. Motion carried.

Van Ness reported that she and Dissing met with Representative Joan Ballweg last week. Van Ness shared a letter with Committee members that she sent to Representative Ballweg in response to questions she had regarding Medicaid.

Veteran's Service Office Report: Beuthin reviewed the Annual Report with Committee members.

Beuthin reported regarding Federal Loans.

Beuthin also reported that reimbursement for compensations and pensions has increased in past years.

Beuthin reported that he is starting to work on the CVSO grant for \$8,500.00.

After discussion, Wallenfang made a motion to approve the Veteran's Service Annual Report. Gonyo-second. All ayes. Motion carried.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e): After discussion, Priske made a motion to move to closed session. Gonyo-second. Roll call vote. All ayes. Motion carried.

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

After discussion, Wallenfang made a motion to extend 16 hours of vacation for Kathy Munsey, Health Unit Manager, past her anniversary date of February 16, 2005 to be utilized by the end of March 2005. Skipchak-second. All ayes. Motion carried.

After discussion, Wallenfang made a motion to approve the leave of absence/unpaid leave for up to one week for Ruth Holmquist, AODA Counselor, to be used in March or September. Skipchak-second. All ayes. Motion carried.

After discussion, Wallenfang made a motion to recommend to the Green Lake County Personnel Committee approval of the 1 year evaluation of Ed Schuh, Fox River Industries Unit Manager, and pass him to permanent status and go the 3rd step retroactive to his start date as Fox River Industries Unit Manager. Priske-second. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held at February 9, 2005 at the Berlin Senior Center.

Long Term Support: The next meeting will be held February 16, 2005 at 3:00 p.m.

Health Advisory Committee: The next meeting will be held on Wednesday, April 13, 2005 at the Health & Human Services Center.

Family Resource Council: The next meeting will be held on Monday, March 7, 2005 at the Health & Human Services Center.

Transportation Coordination Committee: No discussion.

W-2 Committee Report: No meeting.

Advocap/Headstart Report: No report.

Unit Reports: Administrative: No report.

Aging/Long Term Care: No report.

Children & Families Unit: No report.

Clinical Services Unit: No report.

Economic Support Services: Van Ness updated Committee members regarding addendums being issued for W-2 and the fact that the most recent W-2 Addendum must be signed and returned to the State by 2/11/05. Van Ness will keep Committee members updated.

Fox River Industries: Consumer Survey: No report this month.

The financial report was reviewed. Discussion followed.

Van Ness read a request to consider use of an elevator powered by a gas engine instead of a tractor for the corn crib. Committee members will review bids next month.

Health: Current Health Abatements: No discussion.

The Hepatitis information and Health Unit report were reviewed. Discussion followed.

Policies/Procedures Update: Bloodborne Pathogen/Exposure Control Policy - Revision: Van Ness reviewed the revisions to the Bloodborne Pathogen/Exposure Control Policy. After discussion, Skipchak made a motion to approve the revised Bloodborne Pathogen/Exposure Control Policy. Gonyo-second. All ayes. Motion carried.

Purchases: Van Ness presented a bid for two baby changing stations for the public restrooms at the Health & Human Services Center. She will check to see if one has been purchased already. After discussion, Priske made a motion to approve the purchase of one or two baby changing stations at a cost of \$131.00 each. Wallenfang-second. All ayes. Motion carried.

Van Ness presented bids for two vacuum cleaners: one for DHHS and the other for FRI. Schuh obtained bids for commercial grade vacuum to handle the volume at our buildings. Bids were: Oshkosh Vacuum Center - Sanitaire (Eureka) SC5815A - \$348.95 (70 decibels; Vac Depot - Hoover Windtunnel Commercial Model CT1705-900 - \$399.00; and Govacuum.com - Hoover Windtunnel Commercial Model 943.14 Criminal Trespass to a Dwelling 1703-900 - \$243.50. After discussion, Wallenfang made a recommendation to purchase the vacuum from Oshkosh Vacuum Center at a cost of \$348.95 because service needs could be better met locally. Disterhaft-second. All ayes. Motion carried.

Voice Mail: Helmer reported that the voice mail is ordered.

Carryover Accounts: Alternate Care: No discussion.

W-2: No report.

Budget 2004: Van Ness reported to Committee members that the preliminary figures for the Department of Health & Human Services indicate that the 2004 budget will come in under budget with revenues higher than anticipated. Van Ness suggested that a portion of this could be used to replenish the carryover account which stands at \$262,322 to increase it to \$340,000 which was approved by County Finance 8/16/02.

Van Ness would also like to put additional funds in the Vehicle Outlay account for Fox River Industries. This will be presented to County Finance February 24, 2005.

Budget 2005: No discussion.

Committee Discussion: Administrative Committee Report: It was reported that a meeting will be held on February 16th to hold interviews for two Courthouse positions.

Finance: Priske reported regarding the recent County Finance meeting. The committee did not have the most up-to-date figures which made things difficult. Discussion followed.

Personnel: No discussion.

Property & Insurance: No discussion.

IT Committee: No report.

Security Committee Report: No report.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, March 8, 2005 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion:

Adjournment: The meeting adjourned at 6:55 p.m. on a motion by Wallenfang. Disterhaft-second. All ayes. Motion carried.