

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON TUESDAY, DECEMBER 8, 2015 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman
Richard Trochinski, Member
John Gende, Member
Joy Waterbury, Member
Jack Meyers, Member
Nick Toney, Secretary
Candace Smith, Member
Brian Floeter, Member

EXCUSED: Nolan Wallenfang, Member

OTHERS PRESENT: Linda Van Ness, Interim Director
Jon Vandeyacht, Veteran's Service Officer
Karen Davis, Administrative Assistant
Kathy Munsey, Health Unit Manager

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Van Ness introduced Brian Floeter, new DHHS Committee member, to Board members.

Call to Order: The meeting was called to order at 5:00 p.m. by Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Meyers/Toney) to approve the amended agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Meyers/Trochinski) made a motion to approve the minutes of the 11/17/15 Health & Human Services Board meeting. All ayes. Motion carried.

Signing of Vouchers: Gonyo entertained a motion to approve the vouchers for the November expenses. Motion/second (Toney/Waterbury) to approve the November vouchers. All ayes. Motion carried.

Gonyo entertained a motion to approve the Veteran's Service Vouchers. Motion/second (Toney/Waterbury) to approve the Veteran's Services vouchers. All ayes. Motion carried.

Appearances: Munsey was present to discuss the lighting issues in the DHHS employee parking area. Munsey gave examples of poor lighting issues and safety concerns. Discussion followed. Motion/second Waterbury/Tonet to recommend to the Green Lake County Property & Insurance Committee turn all the lights on in the DHHS employee parking area. All ayes. Motion carried.

Public Comment (3 minutes): None.

Correspondence: Election of Officers: Secretary: Gonyo opened nominations for Secretary of the Health & Human Services Board. Motion/second (Toney/Floeter) to nominate Joy Waterbury. All ayes. Motion carried. Gonyo questioned three times if there were any other nominations. (Gende/Waterbury) made a motion to nominate Candace Smith for Secretary. All Ayes. Motion carried. (Toney/Meyers) made a motion to close the nominations. All ayes. Motion carried. The vote was done by a show of hands. The majority voted for Joy Waterbury for Secretary. Gonyo announced that Waterbury would be the DHHS Secretary.

DHHS Personnel Committee member: Van Ness updated Committee members that there were vacancies for the DHHS Personnel Committee. Van Ness explained that the DHHS Personnel Committee involves the new employee hiring. Joy Waterbury and Brian Floeter are interested in being on the DHHS Personnel Committee. Motion/second (Toney/Gende) to approve the appointments of Joy Waterbury and Brian Floeter to the DHHS Personnel Committee. All ayes. Motion carried.

Veteran's Service Office Report: Vandeyacht reported regarding Veterans Service Office activities.

Advisory Committee Reports: Aging: The next meeting will be held on January 20, 2016 at the Green Lake County Government Center.

Health Advisory Committee: The next meeting will be held on January 13, 2016.

Family Resource Council: The meeting was held on December 7, 2015. Trochinski reported regarding the meeting.

Transportation Coordinating Committee: The meeting was held on November 18, 2015. Trochinski reported the meeting and the 85.21 grant. Discussion followed. (See attached.)

Advocap/Headstart Report: Gonyo reported that there will be a meeting on Thursday, December 10, 2015.

ADRC Coordinating Committee Report: The next meeting will be February 11, 2016 at 1:00 p.m. in Marquette County.

Unit Reports: Administrative: Audit of Health & Human Services Billing and Accounting progress to date/Schenck: Van Ness updated Committee members regarding working with Schenck regarding to improve billing issues/process.

Van Ness updated Committee members regarding the vacant positions: Director, Accounting Specialist, Economic Support Worker, CSP Professional, Clinical Therapist and Behavioral Health Unit Manager.

Aging/Long Term Care: 85.21 Transportation Grant: Van Ness presented the 85.21 Transportation Grant to Committee members for review and approval. (See attached.) Motion/second (Toney/Meyers) to approve the 85.21 Transportation Grant. All ayes. Motion carried.

Behavioral Health Unit: Van Ness updated Committee members regarding activities in the Unit. Van Ness reported to Committee members regarding staff presenting at community events. (See attached report.)

Children & Families Unit: See attached report.

Economic Support Services: Van Ness reported that the applicants for the Economic Support Worker position are being tested and interviewed.

Fox River Industries: Bathroom Remodeling Update: Discussion followed regarding the need to update bathrooms at Fox River Industries in early 2016.

Health: Current Health Abatements: None.

The November Health and Environmental Health Reports were presented. (See attached.)

Policies/Procedures Update: None.

Purchases: AVATAR: Van Ness reported that 5 additional licenses are needed for DHHS staff to utilize the AVATAR software system at a cost of \$1,000.00 each. Discussion followed. Motion/second (Waterbury/Toney) to purchase the 5 AVATAR licenses at a cost of \$1,000 each. All ayes. Motion carried.

Health & Human Services Budget 2016: Van Ness updated Committee members regarding the set-up of the 2016 Budget and adjustments that need to be made. Van Ness will bring revisions to the January meeting.

Committee Discussion: Administrative Committee Report: Meyers reported that a special meeting was held on November 30, 2015. Meyers reported that there was a tele-conference with Deb Pagel regarding the organizational assessment. Meyers urged all Committee members to attend the December 15, 2015 County Board meeting to listen to the organizational assessment presentation by Deb Pagel.

Finance: Meyers reported regarding the November Finance Committee meeting.

DHHS Surplus/Capital Outlay Projects: This will be presented at a future meeting.

Personnel: Vacant Position(s) Review: Behavioral Health Unit Manager: Van Ness presented the revised Behavioral Health Unit Manager job description. (See attached.) Motion/Second (Meyers/Trochinski) to approve the job description and recommend to Green Lake County Personnel Committee to fill this position. All ayes. Motion carried.

Van Ness updated Committee members regarding the vacant positions.

Property & Insurance: Trochinski reported regarding the meeting.

IT Committee: No report.

Facilities & Security Committee Report: No report.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, January 12, 2016 at 5:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Closed Session Wis. Stat § 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to performance and possible discipline of certain DHHS employees and review Director applications: Motion/second (Trochinski/Meyers) to adjourn to closed session. Roll call vote. Trochinski-aye; Meyers-aye; Gende-aye; Trochinski-aye; Waterbury-aye; Smith-aye; Floeter-aye; Gonyo-aye. All ayes. Motion carried.

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

No motions made.

Adjournment: Gonyo adjourned the meeting.

Gonyo adjourned the meeting adjourned at 7:43 p.m..