

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT THE HEALTH & HUMAN SERVICES CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON TUESDAY, MARCH 8, 2011 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman  
Jack Meyers, Vice Chairman  
Richard Trochinski, Member  
David Richter, Member  
Joe Gonyo, Member  
Nolan Wallenfang, Member  
Bob Malchetske, Member  
Joanne Guden, Alternate  
Cindy Skipchak, Secretary

EXCUSED: Ruth Topham, Member

OTHERS PRESENT: Linda Van Ness, Director  
LeRoy Dissing, Deputy Director  
John Selsing, Corporation Counsel  
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 Priske. The agenda was amended to include under Health - Out-of-State Training. Motion/second. (Wallenfang/Meyers) to approve the amended agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Trochinski/Richter) to approve the minutes of the 2/8/11 Health & Human Services Board. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Meyers/Richter) to approve the February Health & Human Services and Veteran's Services vouchers. All ayes. Motion carried.

Appearances: Public Comment (3 minutes): None.

Correspondence: Human Services Day at the Capitol 4/6/11 (Marquette/Waushara): Dissing reported to Committee members that interested Committee members are invited to attend the Human Services Day at the Capitol in Madison on 4/6/11. Dissing reported that appointments have been made with Senator Olson at 9:30 and Representative Ballweg at 10:00. The purpose is to discuss Human Services issues as relates to the 2011-2013 budget. Any interested Committee member should contact Dissing before March 11, 2011. The plan is to leave the Department of Health & Human Services at 7:00 a.m. on April 6<sup>th</sup>.

Veteran's Service Office Report: None.

Advisory Committee Reports: Aging: The next meeting will be held March 16, 2011 at the Markesan Vista Valley Apartments Mealsite.

Health Advisory Committee: The next meeting will be held on April 13, 2011.

Family Resource Council: The next meeting will be held on April 4, 2011.

Transportation Coordinating Committee: The next meeting will be held on March 17, 2011.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Gonyo reported that the next ADVOCAP meeting will be held on March 17, 2011 in Oshkosh.

ADRC Coordinating Committee Report: The meeting was held on February 10, 2011 in Waushara County. (See attached.)

Meyers reported that Adams County will be joining the Tri-County ADRC and that there will be additional funding for this. Meyers reported that the Coordinating Committee meetings have been changed to bi-monthly.

Meyers reported that there needs to be a new representative from Green Lake County for the ADRC Coordinating Committee. Meyers reported that there is an individual interested and will attend the next Committee meeting.

Meyers reported that the by-laws for ADRC Committee will be reviewed.

The next meeting will be held on April 21, 2011 at Green Lake County.

Unit Reports: Administrative: Van Ness reported that Davis administered a typing test for the U.W. Extension Account Clerk II applicants.

Aging/Long Term Care: Long-Term Care Reform - Update: No discussion.

Food Pantry: Van Ness reported that the food pantry staff have a list of maintenance issues which have been forwarded to Scott Weir, Maintenance Supervisor. Committee members will be updated.

Children & Families Unit: Sleezer will be presenting at the next county Board meeting.

Clinical Services Unit: Dissing reported that Department of Health & Human Services staff are working closely with the jail and probation/parole through the Jail Recidivism Reduction grant. Dissing explained to Committee members that there are three LTE staff at the Department of Health & Human Services working in the program. Dissing reported that there are regular meetings being held with jail staff to coordinate services.

Economic Support Services: Van Ness reported regarding the new hire, Shelby Jensen. Van Ness updated Committee members regarding some of the changes that are being made, i.e. streamlining processes, intake procedure, staffing, etc.

Fox River Industries: Van Ness reported that the truck purchased for the workshop using carryover and Fox River Industries funding is being used. (See attached pictures.)

Dissing reported that he/Schuh are recommending that the same individual be hired for the Summer Rec Aide this summer. Discussion followed.

Motion/second (Malchetske/Gonyo) to offer Rachel Bradley the position of Summer Rec Aide for summer 2011. All ayes. Motion carried.

Health: Current Health Abatements: Selsing updated Committee members regarding a recent skunk issue in which a child was allegedly bit. Discussion followed.

Van Ness updated Committee members regarding an apartment complex in Markesan which was referred to the Environmental Specialist. Van Ness explained this apartment complex was never fixed after the flooding. Van Ness reported that this matter was referred to the City of Markesan as it is a building issue.

Out-of-State Training Request: Van Ness presented the request for Deb Washkoviak, Wisconsin Well Woman Program Coordinator, to attend the National Breast Cancer Coalition's 2011 Advocacy Training Conference, Saturday, April 30, 2011 - Tuesday, May 3, 2011 in Washington D.C. pending obtaining a scholarship. Van Ness reported that the scholarship includes registration, meals and hotel room. Washkoviak will pay her own airfare. Washkoviak is requesting approval for work compensation for four days for a total of 32 hours. Motion/second (Skipchak/Gonyo) to recommend to the County Personnel Committee approval for Deb Washkoviak, Wisconsin Well Woman Program Coordinator, to attend the National Breast Cancer Coalition's 2011 Advocacy Training Conference, Saturday, April 30, 2011 - Tuesday, May 3, 2011 in Washington D.C. pending obtaining a scholarship. The Department of Health & Human Services would pay for 4 days - 32 hours wages. All ayes. Motion carried.

Policies/Procedures Update: Rate Review: This will be discussed at the next meeting.

Purchases: Dissing presented bids for an Olympus DS-2400 digital Dictation recorder: Amazon.com - \$218.00; Staples - \$325.62; and Olympus America - \$299.99. Motion/second (Meyers/Trochinski) to purchase the Olympus DS-2400 digital Dictation recorder from Amazon.com at a cost of \$218.00. All ayes. Motion carried.

Health & Human Services Budget: Budget 2010: Van Ness reported that the 2010 expenses (Pre-audit) were at 95.72% and revenues - 97.11% Van Ness reported that the Aging accounts came in at 91.76% expenses - 102.76% revenues.

Budget 2011: Van Ness reviewed with Committee members the Budget Repair bill and the 2011-2013 biennial budget. Discussion followed. Committee members will be updated.

Committee Discussion: Administrative Committee Report: The next meeting will be held May 2, 2011.

Finance: None.

Personnel: Vacant Position(s) Review: Van Ness reported that hiring for the vacant Adult Protective Services Social Worker position has been put on hold.

Property & Insurance: Van Ness reviewed some of the new rules made at the last Committee meeting. Discussion followed.

IT Committee: No report.

Facilities & Security Committee Report: The next meeting will be held May 3, 2011.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, April 12, 2011 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion: Selsing updated regarding a Green Lake County appeal case which he represented in Madison with the Supreme Court Chief. Discussion followed.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e):  
Motion/second (Wallenfang/Richter) closed session. Roll call vote.

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

No motions.

Adjournment: Motion/Second (Meyers/Trochinski) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 7:33 p.m.