

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, JANUARY 8, 2008 AT 6:00 P.M.

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

EXCUSED: Ruth Topham, Member
Nolan Wallenfang, Member

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

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 amended agenda. Mueller-second. All ayes. Motion carried.

Action on Minutes: After discussion, Guden made a motion to approve the amended minutes of the 12/11/07 Health & Human Services Board meeting with the correction under "Policies/Procedures Update" 2nd paragraph first sentence to replace "jpw" with "how". Mueller-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: Van Ness read a thank you from Ruth Holmquist for the vacation extension and distributed gifts of angels in appreciation from Ruth's granddaughter, Emily. Committee members thanked Holmquist and Emily for their generosity.

Van Ness read a letter of resignation from Sue Ward, Social Worker II, effective January 30, 2008. After discussion, Guden made a motion to accept the resignation of Sue Ward, Social Worker II, effective January 30, 2008. Skipchak-second. All ayes. Motion carried.

Veteran's Service Office Report: None.

Closed Session per WI Statute 9.85 (1)(c)(f) & (g) and 19.85(1)(e): After discussion, Priske made a motion to move to closed session. Mueller-second. Roll call vote. Priske-aye; Mueller-aye; Guden-aye; Gonyo-aye; Skipchak-aye; Malchetske-aye; Dallman-aye. All ayes. Motion carried.

Return to Open Session for Decision: After discussion, Guden made a motion

to adjourn closed session and return to open session. Mueller-second. Roll call vote. All ayes. Motion carried.

After discussion, Priske made a recommendation to take to the County, the Board's concerns over the recommended time sheets/record keeping. Mueller-second. All ayes. Motion carried.

After discussion, Guden made a motion to approve the annual evaluation for Denise Blackburn, ADRC Tri-County Coordinator. Gonyo-second. All ayes. Motion carried.

After discussion, Guden made a motion to approve the annual evaluation for Karen Davis, Administrative Assistant. Gonyo-second. All ayes. Motion carried.

After discussion, Guden made a motion to approve the annual evaluation for LeRoy Dissing, Deputy Director. Gonyo-second. All ayes. Motion carried.

After discussion, Guden made a motion to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Kim Neuenfeldt, Juvenile Court Intake Worker, and pass her to permanent status. Gonyo-second. All ayes. Motion carried.

After discussion, Guden made a motion to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Amy Baudhuin, CSP Clinical Therapist, and pass her to permanent status. Gonyo-second. All ayes. Motion carried.

After discussion, Skipchak made a motion to recommend to County Personnel approval to extend 56 hours vacation for Jessie Cody, Social Worker II, past her anniversary date of February 11, 2008. Mueller-second. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held on January 9, 2008 at the Health & Human Services Center.

Long Term Support: The next meeting will be held on February 20, 2008.

Health Advisory Committee: The next meeting will be held on January 9, 2008.

Family Resource Council: The next meeting will be held on February 4, 2008.

Transportation Coordinating Committee: The meeting next meeting will be January 20, 2008.

W-2 Committee Report: The next W-2 Steering Committee meeting will be January 14, 2008.

Advocap/Headstart Report: Mueller will wait until the Annual report is distributed to make a report.

ADRC Coordinating Committee Report: The next ADRC Committee meeting will be held January 10, 2008 at Green Lake.

Unit Reports: Administrative: No report.

Aging/Long Term Care: Long-Term Care Reform - Update: Van Ness reported to Committee members that the "Resolution Relating to the Implementation of Family Care" passed unanimously at the December County Board meeting.

Long Term Care/Space: Van Ness reported that the Long Term Care/Care Management Organizations will need space in the county when Family Care is implemented later this year. They will be looking at the building that the County owns which is located near the Courthouse. This will be brought to Property and Insurance.

Van Ness distributed the new Tri-County Resource Guide which is a product of the ADRC project. Residents in Green Lake/Waushara/Marquette Counties should have received a copy in their homes.

Van Ness reported that there was a donation of 800# of venison which was processed by Brandon Meats.

Priske reported a fiscal discrepancy in the Aging Report. (See attached.) Van Ness will check and report to Committee members.

Children & Families Unit: Best Friends Program/Space Needs: Dissing reported to Committee members that Best Friends has contacted him regarding the Board's decision. Dissing reiterated the boards decision that there are other areas in which the funds could possibly be used to better meet the needs of Green Lake County.

Dissing updated Committee members that he contacted Big Brothers/Big Sisters of Dane County regarding the funds at the Green Lake State Bank. Dissing sent a letter stating that the funds would be transferred to a donation account for the Department of Health & Human Services if no reply is received by January 18, 2008. After discussion, Priske made a motion to transfer the funds to a donation account within the Department of Health & Human Services to be used for services to children. Mueller-second. All ayes. Motion carried.

Dissing updated Committee members regarding the space the Best Friends is utilizing within the County buildings. There is concern that they are using space at no cost and having no involvement with the Department of Health & Human Services. Discussion followed.

Helmer updated Committee members that they (Best Friends and Green Lake County) have a contract for one common area and one office (500 square feet)at no charge. Helmer reported that they are utilizing more space and asked that since there no longer exists any contract with the County, should the lease continue. After discussion, Priske made a motion to recommend to the Property & Insurance Committee to give Best Friends a 60-day notice to vacate the current space on Gold Street. Mueller-second. All ayes. Motion carried.

Clinical Services Unit: Dissing reported that the Department is still working on reducing emergency placements/detentions. Selsing reported that the Judge was present at a recent meeting stating that hearings provide attorneys representation to clients that protect their rights and provide "due process" ensuring appropriate services are provided. As such, the Judge was not in favor of 90-day stipulations being entered into without Court hearings. Discussion followed. The Department of Health & Human Services is still looking at options of transporting individuals to other facilities to deal with their crisis if hospitalization is not needed. Dissing reported that staff are also trying to provide as much service as possible to the individual to help prevent the emergency detention. Dissing reported that the Department of Health & Human Services is working with law enforcement/staff. There will be two half-day trainings in February with the District Attorney providing some training.

Economic Support Services: Van Ness reported that the contract for the 2008-2009 W-2 program has been signed. The Department will closely monitor the funding.

Fox River Industries: Van Ness reported that Fox River Industries is extremely busy with sub-contract work and has employed several casual workers to help get the job orders completed on time.

Health: Current Health Abatements: No report.

Public Health Inspections: Van Ness reported that Ashley Rondorf, Environmental Health Specialist, had a recent court experience regarding an issue with a vendor and that the vendor commended Rondorf on her professionalism in dealing with the matter. Discussion followed.

Van Ness presented the December Health Report and Health Needs Assessment 2007 for Committee review. It was noted that there is valuable information contained in the assessment which can be utilized county-wide.

Van Ness reported that the Princeton and Markesan Immunization Clinics are going to be discontinued due to the low attendance. There has been an evening clinic added in Green Lake.

Policies/Procedures Update: No report.

Purchases: None.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion.

W-2: No report.

Budget 2007: Van Ness reported an end of year 2007 overview will be presented at the next Department of Health & Human Services meeting once all expenses are finalized. Discussion followed.

Budget 2008: No discussion.

Committee Discussion: Administrative Committee Report: Helmer updated Committee members regarding a response to the citizen concerns regarding increasing efforts to work with other Counties. Helmer reported that some State laws that do not allow coordination of some services between counties due to funding issues. It was noted that there are numerous current examples of coordination of services with other counties. Discussion followed suggesting that the letter from the citizen and Helmer's reply be published in the paper for public information and awareness.

Finance: No report.

Personnel: No report.

Vacant Position(s) Review: Dissing updated Committee members regarding the vacant Juvenile Court Dispositional Worker position and changes to the job description. Dissing reported that the recommendation is to fill the position. After discussion, Skipchak made a motion recommending approval of the updated Juvenile Court Dispositional Worker job description and filling the vacant position. Mueller-second. All ayes. Motion carried.

Dissing reported regarding possible posts into the vacant Juvenile Court Dispositional Worker position. Dissing distributed the Child Welfare Worker job description for review, including percentage changes in job duties, and other minor changes.

Dissing explained the differences and similarities in the positions. Discussion followed. After discussion, Guden made a motion to approve the revised Child Welfare Worker job description and fill any vacant positions that happen from posting within the Children & Family Services Unit that occur as a result of the Juvenile Court Dispositional Worker posting process. Mueller-second. All ayes. Motion carried.

Property & Insurance: Helmer updated Committee members that the Samuels Group gave a presentation at the December County Board meeting. All supervisors will be getting a letter in the mail asking them to submit questions to them prior to the February 2008 meeting. Discussion followed.

IT Committee: The next meeting will be held January 14, 2008.

Facilities & Security Committee Report: Helmer reported that the next meeting will be held in February 12, 2008.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, February 12, 2008 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:35 p.m. on a motion by Guden. Mueller-second. All ayes. Motion carried.