

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, JUNE 9, 2015 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman
Cindy Skipchak, Secretary
Richard Trochinski, Member
Joy Waterbury, Member
Nick Toney, Member
Nolan Wallenfang, Member
Jack Meyers, Member
John Gende, Member

EXCUSED: Bob Malchetske, Vice Chairman

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director
Karen Davis, Administrative Assistant
Jon Vandeyacht, Veteran's Service Officer

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 5:05 p.m. by Chair Gonyo.

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

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

Action on Minutes: Motion/second (Trochinski/ Waterbury) made a motion to approve the amended minutes of the 5/12/15 Health & Human Services Board meeting. All ayes. Motion carried.

Signing of Vouchers: Vouchers were distributed for Committee review. Motion/second (Meyers/Skipchak) to approve the May Health & Human Services vouchers. Roll Call Vote. Toney-aye; Gende-aye; Skipchak-aye; Trochinski-aye; Sommerfeldt-aye; Wallenfang-aye; Waterbury-abstain; Gonyo-aye. All ayes. Motion carried.

Motion/second (Meyers/Toney) to approve the Veteran's Services vouchers. All ayes. Motion carried.

Appearances: Meyers introduced John Gende, new Health & Human Services Committee member.

Public Comment (3 minutes): None.

Correspondence: Dissing presented a plaque for "Certificate of Excellence" recognizing the Economic Support Unit for Wisconsin Shares Child Care Subsidy Program.

Dissing also read a congratulatory letter from Joan Ballweg, Representative, on the good job they did as well presented in a newspaper article.

Veteran's Service Office Report: Vandeyacht reported that Robin Colhauer and himself attended the State Veteran's Service Training this last week. Discussion followed.

Vandeyacht reported regarding Veteran's Service Office activities. Discussion followed.

Motion/second (Meyers/ Toney) to approve the Veteran's Services Report. All ayes. Motion carried.

Advisory Committee Reports: Aging: Trochinski reported regarding the Aging Advisory Committee meeting held on May 27, 2015 at the Berlin Senior Center. The next meeting will be held on July 15, 2015 at the Green Lake Dartford Bay Apartments Mealsite.

Health Advisory Committee: Skipchak reported regarding the Health Rankings that was questioned at the last meeting. Ouzakee County was the number one Health Ranked County in Wisconsin. Discussion followed.

Family Resource Council: No discussion.

Transportation Coordinating Committee: The next meeting will be held on November 18, 2015: 9:00 - Public Hearing; 10:00 - regular meeting.

Advocap/Headstart Report: Dissing reported that he attended an awards banquet held on May 14, 2015 and there were many awards given out including the two highest executives for 40 years of service.

ADRC Coordinating Committee Report: Waterbury reported regarding the meeting. The meetings will now be held quarterly with the next meeting to be held in August.

Quad County Family Resource Network Council Committee: Waterbury reported there was no quorum. No decisions could be made. The next meeting will tentatively be held in August.

Unit Reports: Administrative: Audit of Health & Human Services Billing and Accounting process by Schenck: Dissing reported regarding the Powerpoint presentation that was made by Schenck regarding the billing and accounting process for the Department of Health & Human Services. (See attached.)

Bostelmann explained to Committee members regarding what the Schenck audit would do and how it would review the work flow and process. Discussion followed.

Aging/Long Term Care: Dissing reported that the Senior Picnic will be held on July 31, 2015 at St. John's Catholic School in Princeton. One bid was received to provide meals for Senior Picnic at a cost of \$7.99 per plate from Pick N' Save. Motion/second (Waterbury/Toney) to approve the bid from Pick N' Save at a cost of \$7.99 per plate to provide the meal for the Senior Picnic. All ayes. Motion carried.

Children & Families Unit: The May report was distributed for Committee review. (See attached.) Discussion followed.

Clinical Services Unit: Robinson updated Committee members regarding the two staff that have been off on leave will be returning in July.

Dissing read a letter from Sara Aschebrook, Psychiatric Nurse, that she will be resigning her position and relocating to Florida.

Robinson reported that the Farmer's and Merchants Bank made a monetary donation for Consumer Development.

LTE Psychiatric Nurse Request: Robinson requested to contract Tara Stoerman as the LTE Psychiatric Nurse position. Motion/second (Skipchak/Toney) to approve hiring a LTE Psychiatric Nurse to help cover the gap for the position. All ayes. Motion carried.

Robinson also updated Committee members regarding staff. Robinson reported that Adam Spitler was hired internally to fill the Case Manager position. Robinson reported that Paul Vander Sande, Dual Diagnosis Clinical Therapist, started his position on May 28, 2015.

Greater Wisconsin Health & Economic Development Summit: Robinson reported regarding the Greater Wisconsin & Economic Development Summit to be held on August 11, 2015 at the Heidel House. (See attached materials.)

Economic Support Services: Request Increase in Economic Support Worker Hours: Dissing presented a request to increase the part-time Economic Support Worker hours to full-time until a new worker is hired full-time. Motion/second (Skipchak/Trochinski) to approve increasing the part-time Economic Support worker hours to full-time until a new full-time worker is hired. All ayes. Motion carried.

Fox River Industries: Bathroom Remodeling: Dissing reviewed the specs for the Bathroom Remodeling project at Fox River Industries. Discussion followed.

Health: Current Health Abatements: The Health Report was distributed for Committee review. (See attached.) Discussion followed.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Dissing reported that the 2014 audit is nearly completed.

Dissing reported that the 2015 budget is on track.

Committee Discussion: Administrative Committee Report: Meyers reported that the focus of the meeting was reviewing applications for the Corporation Counsel.

Finance: - Meyers reported regarding the upcoming special Finance committee meeting to review the Schenck proposal.

Meyers reported that the 2016 budget directive will be announced at the June 17, 2015 meeting.

DHHS Surplus/Capital Outlay Projects: Dissing discussed the DHHS surplus and County Finance considering decreasing the surplus. Dissing presented project requests for DHHS including information technology requests. Discussion followed regarding concerns if there would be an unexpected increase in inpatient/out-of-home placements, the budget would end up in the "red" with no extra funds to cover this. Bostelmann explained to Committee members regarding the funds being ear-marked for "projects" for future needs that you know will arrive.

Personnel: Vacant Position(s) Review: Receptionist: Dissing reported that Trina West, Receptionist, resigned her position to go to the Clerk of Courts position. Dissing explained the need to fill this vacant position.

Community Response Worker: Dissing reported that Rachel Gooch resigned from this position and explained the need to fill this vacant position.

Dissing reported that the two above vacant positions were approved by County Personnel to fill pending DHHS approval. Motion/second (Toney/Skipchak) to approve filling the Receptionist and Community Response Worker positions. All ayes. Motion carried

Psychiatric Nurse: Dissing reported that Sara Aschebrook, Psychiatric Nurse, was resigning effective June 19, 2015. Dissing explained the need to fill this vacant position.

Economic Support Worker: Dissing explained to Committee members that with Adam Spitler taking the Case Manager position, the need to fill this vacant Economic Support Worker position.

Motion/second (Skipchak/Toney) to recommend to County Personnel to fill the Psychiatric Nurse and Economic Support Worker positions. All ayes. Motion carried.

Property & Insurance: Trochinski reported regarding the Property & Insurance Committee meeting.

Dissing reported that the Property & Insurance Committee toured the old DHHS building. Discussion followed.

IT Committee: Toney reported regarding the IT Committee meeting.

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, July 14, 2015 at 5:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: Surplus funds request;
Economic Development Summit

Committee Discussion: No discussion.

Adjournment: Gonyo adjourned the meeting.

The meeting adjourned at 6:25 p.m..