

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, FEBRUARY 12, 2013 AT 6:00 P.M.

PRESENT: Dave Richter, Chairman
Jack Meyers, Vice Chairman
Richard Trochinski, Member
Joe Gonyo, Member
Ruth Topham, Member
Cindy Skipchak, Secretary
Nolan Wallenfang, Member

EXCUSED: Bob Malchetske, Member
Carter Richter, Member

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director
Dan Hurst, Corporation Counsel
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 D. Richter.

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

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

Action on Minutes: Motion/second (Topham/Trochinski) made a motion to approve the minutes of the 12/11/12 Health & Human Services Board meeting. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Meyers/Trochinski) to approve the February Health & Human Services vouchers. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Dissing introduced Adam Eader, Associate Director, New Vision Wilderness, a facility that offers an alternative approach to mental health treatment. Mr. Eader presented to Committee members what the New Vision Wilderness "experience" involves. Committee members thanked Mr. Eader for his presentation. A thank you card will be sent.

Correspondence: 2012 Annual Report: Dissing presented the 2012 Annual Report for Committee review. (See attached.) Motion/second (Topham/Wallenfang) to approve the annual report. Discussion followed. All ayes. Motion carried.

Training Plan 2013: Dissing presented the 2013 Training Plan. (See attached.) Motion/second (Skipchak/Wallenfang) to approve the 2013 Training Plan. All ayes. Motion carried.

Support of Governor Walker's Mental Health Proposal for the Biennial Budget: Dissing presented the article regarding Governor Walker's additional dollars for Mental Health funding. Dissing explained that it would be beneficial if a letter was sent in support of these increased dollars for mental health services. The Committee was in consensus to have Dissing prepare a letter of support for the additional mental health funds to be signed by Richter, Chair.

Veteran's Service Office Report: Beuthin reported that the WDVA grant request was submitted for approval in the amount of approximately \$8,500.00.

Beuthin presented the Veteran's Service Office Annual Report. (See attached.) Motion/second (Meyers/Gonyo) to approve The Veteran's Service Office 2012 Annual Report. all ayes. Motion carried.

Beuthin presented/explained the "Resolution 6-2013 Relating to Eliminating the Full-Time Account Clerk II Position in the Child Support Agency/Veteran's Service Office and Creating a Part-Time Deputy Veteran's Service Position in the Veteran's Service Office. Motion/second (Meyers/Trochinski) to approve the Resolution 6-2013 Relating to Eliminating the Full-Time Account Clerk II Position in the Child Support Agency/Veteran's Service Office and Creating a Part-Time Deputy Veteran's Service Position in the Veteran's Service Office. All ayes. Motion carried.

Advisory Committee Reports: Aging: The meeting was held on January 23, 2013 at the Princeton Senior Center. Trochinski reported regarding the meeting. (See attached.) The next meeting will be held on March 20, 2013 at the Green Lake Dartford Bay Mealsite.

Health Advisory Committee: The meeting was held on January 9, 2013. Skipchak reported regarding the meeting. Skipchak reported that the Dental Program is in place and working well. Skipchak updated Committee members regarding the decline in the flu vaccine through the Department of Health & Human Services. Discussion followed. Skipchak reported regarding the increase in pertussis cases and the changes/concerns in vaccination procedures. Discussion followed.

Family Resource Council: The meeting was held on February 4, 2013. Trochinski reported regarding the meeting. (See attached.) The next meeting will be held on May 6, 2013 at 11:30 a.m.

Transportation Coordinating Committee: The next meeting will be March 28, 2013

Advocap/Headstart Report: Gonyo reported that ADVOCAP didn't get funds to build homeless shelter in Green Lake County.

Dissing reported that Michael Bonertz, Executive Director, ADVOCAP will be presenting an in-service at the February County Board meeting.

ADRC Coordinating Committee Report: The meeting was held on January 10, 2013. Meyers reported regarding the meeting. The next meeting will be held on March 14, 2013 in Marquette County.

Quad County Family Resource Network Council Committee: The meeting was held on January 10, 2013 at 2:30 p.m. Skipchak reported regarding the meeting. The next meeting will be held on March 14, 2013 in Marquette County.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Dissing reported that the DHHS Personnel Committee will be meeting Wednesday, February 13, 2013 to hire an Adult Protective Services Social Worker and ADRC Director.

Children & Families Unit: Committee members reviewed the attached report. (See attached)

Dissing reported that the Department is applying for the Office of Justice Assistance Grant to help fund restitution for kids working in new thrift store (if it becomes an option). Funds would also be utilized for a half-time job coach. The grant application is due on February 14, 2013.

Dissing reported regarding the history of Interagency meetings. Dissing reported that an organizational interagency meeting was held on Friday, February 8, 2013. Dissing reported that there was good attendance at the meeting. Dissing reported regarding possible future agenda items. The next meeting will be held on March 28, 2013 at 9:30 a.m.

Clinical Services Unit: Robinson referred Committee members to the Annual Report.

Robinson reported that the Clinical Services Unit recently had a retreat which was very successful geared toward team building, identifying strengths and working together.

Robinson reported regarding the recent training he attended in January at the National Institute of Corrections in Colorado. The grant-funded training consisted of how to handle crisis events with corrections in order to divert from use of force which is costly, time consuming and compromises recovery.

Robinson reported that the initiative goals include decrease crisis events in the jail, decrease fiscal and physical liability, and improve functional capacity of corrections officers.

Economic Support Services: No discussion.

Fox River Industries: Former DHHS Building Use: Robinson reported that he presented at the Property & Insurance Committee with a proposed cost model for the remodeling of the former DHHS building to develop a Thrift Store. Committee members will be updated as plans/approval progresses.

Meyers reported regarding soliciting for "squirrel corn" to distribute at a business up north for resale through Fox River Industries. Discussion followed.

Health: Current Health Abatements: None.

Policies/Procedures Update: None.

Purchases: Netsmart Proposal: Dissing updated Committee members regarding the Netsmart software program and explained to Committee members the upgrades/changes needed to continue supporting software. Dissing explained the migration process to upgrade to MyAvatar software and the costs involved. Discussion followed. Dissing reported that the majority of the costs are through Information Technology. Dissing reported that additional funds are needed for scanning software at a cost of \$4,800 + 7,500 to implement software. The annual maintenance fee for this software is \$960.00. Dissing is proposing to purchase this scanning software as a one-time fee utilizing W-2 Carryover funds in the amount of \$12,300.00 if needed. Motion/second (Skipchak/Meyers) to recommend to Finance and Property & Insurance to approve up to \$17,000.00 to purchase the scanning software and if needed at end of year take the funds out of the W-2 carryover funds. All ayes. Motion carried. Dissing reported that this is a sole vendor.

Dissing presented a request for Fox River Industries for a Dock Board and explained that the old one is worn out. Bids are: Global Industrial - \$1,260.00; C & H Distribution - \$1,586.00; and U Line Shipping Supply Specialties \$1,404.00. Discussion followed. Motion/second (Topham/Meyers) to approve the purchase of the Dock Board from Global Industrial at a cost of \$1,260.00 to come out of Fox River Industries checkbook. All ayes. Motion carried.

Health & Human Services Budget: Budget 2012: No discussion.

Budget 2013: No discussion.

Committee Discussion: Administrative Committee Report: No report.

Finance: No report.

Personnel: Vacant Position(s) Review: Dissing reported that Ralph Epling, Material Handler/Bus Driver, resigned his position. Dissing requested permission to fill the Material Handler/Bus Driver position. The Recruitment and Application Procedures were presented for the need to fill the Material Handler/Bus Driver position. Discussion followed. Motion/Second (Topham/Wallenfang) to fill the vacant Material Handler/Bus Driver position. All ayes. Motion carried.

Unpaid Leave Request: Dissing presented a request from Jennifer Brown, Data Entry Specialist, for one additional unpaid day (beyond the 5 allowed) for a planned vacation. Dissing explained that he had no problem with the extra day. Motion/second (Wallenfang/Skipchak) to approve the request for one day of unpaid leave for Jennifer Brown, Data Entry Specialist. All ayes. Motion carried.

Property & Insurance: No report.

IT Committee: Wallenfang reported regarding the meeting.

Facilities & Security Committee Report: Dissing reported regarding the meeting. The Duress panic alarm buttons have been placed throughout the county building.

Dissing reported that the lock down, fire and tornado drills will be held this spring.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, March 12, 2013 at 6:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion: Committee Appointments

Committee Discussion: No discussion.

Closed Session per WI Statute 19.85 (1)(c) (employment/evaluation)(f) (personnel issues including disciplinary issues) & (g) (conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved) and 19.85(1)(e):

None.

Adjournment: Motion/second (Wallenfang/Topham) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 8:20 p.m..