

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, JULY 13, 2010 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman
Jack Meyers, Vice Chairman
Joe Gonyo, Member
Ruth Topham, Member
Bob Malchetske, Member
Nolan Wallenfang, Member
Richard Trochinski, Member
David Richter, Member
Joann Guden, Alternate

EXCUSED: Cindy Skipchak, Secretary

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
John Selsing, Corporation Counsel
Karen Davis, Administrative Assistant
Linda Richards, CSP Clinical Coord.
Lennie, Service Dog

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. After discussion, Wallenfang made a motion to approve the amended agenda. Topham-second. All ayes. Motion carried.

Action on Minutes: After discussion, Topham made a motion to approve the minutes of the 6/8/10 Health & Human Services Board. Meyers-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Linda Richards, Clinical Services Unit Manager, & Lennie - Review Community Services Programs: Linda Richards explained the services that are provided through the Clinical Services Unit including the various types of counseling/therapies including art therapy, trauma therapy; Community Support Program (CSP) for chronically mentally ill and Comprehensive Community Services (CCS). Richards reported regarding the reduction of emergency detentions due to the new crisis intervention program being utilized. Selsing explained to Committee members the process of the 72-hour emergency detention process.

Richards explained the concept of art therapy and animal assisted therapy to Committee members. Discussion followed.

Richards explained to Committee members her certification in both Animal Assisted Therapy and as a trainer of Service Dogs for the disabled.

Richards introduced Lennie to Committee members and described the training required to be a service dog. Richards reported that this is a two-year program. Once Lennie is trained he will be given to an individual who is confined to a wheelchair. Discussion followed regarding guidelines for the training of a service dog in the workplace. Richards also described how Lennie is used in therapy sessions. Individuals with attachment and/or trauma disorders benefit from animal assisted therapy. Discussion followed.

Following discussion, Malchetske made a motion to forward to the Green Lake County Personnel Committee to support and approve the training/use of service/therapy dogs within the Department of Health & Human Services as part of the Clinical Services Unit. The dog(s) will work with a certified therapist to assist in providing therapeutic support and assistance for individuals who are disabled, elderly, or have mental health/substance abuse issues. Gonyo-second. Discussion followed. All ayes. Motion carried.

Correspondence: Van Ness read a letter to Dan Priske, County Board Chairman, recommending appointment of Katherine Vergos, Ripon Medical Center, to the Health Advisory Committee replacing Jean Surguy and David Richter to the W-2 Committee replacing Gus Mueller. Wallenfang made a motion to recommend the appointments: first Katherine Vergos, Ripon Medical Center, to the Health Advisory Committee replacing Jean Surguy and David Richter to the W-2 Committee replacing Gus Mueller. Trochinski-second. All ayes. Motion carried.

Veteran's Service Office Report: None.

Advisory Committee Reports: Aging: The next meeting will be held July 21, 2010 at the Markesan Vista Valley Apartments Mealsite.

Health Advisory Committee: The next meeting will be held on July 14, 2010.

Family Resource Council: The next meeting will be scheduled in August 2010.

Transportation Coordinating Committee: The next meeting will be held on July 15, 2010.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: No discussion. Van Ness noted the award/picture displayed in the Board room from Advocap to Orrin Helmer in appreciation for his years of service.

ADRC Coordinating Committee Report: The next meeting will be held July 15, 2010 in Waushara County.

Unit Reports: Administrative: Van Ness reported that the move to the new building went well and that all staff helped to make it a successful move.

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

Van Ness reviewed the monthly aging report. (See attached.)

Van Ness reported that the food pantry has moved to the former Department of Health & Human Services building and will be having an open house on August 7, 2010 from 9:00 a.m. - Noon.

The Senior Newsletter was distributed to Committee members for review.

Children & Families Unit: Van Ness reported to Committee members that three individuals that were in foster care have graduated from high school and are continuing to secondary education. (See attached.) Van Ness reported that there will be a recommendation to purchase laptops for the three individuals thru State independent living funding.

Clinical Services Unit: Resolution Relating to the Creation of a Limited Term Employee (LTE) Recidivism Reduction Aide in the Corrections Division of the Sheriff's Department and Two LTE Mental Health/Substance Abuse Counselors in the Department of Health & Human Services: Dissing presented and explained the "Resolution Relating to the Creation of a Limited Term Employee (LTE) Recidivism Reduction Aide in the Corrections Division of the Sheriff's Department and Two LTE Mental Health/Substance Abuse Counselors in the Department of Health & Human Services". Dissing reported to Committee members that there is possible grant funding available for up to 3 years. Dissing reported that the enclosed resolution recommends creating two Mental Health/Substance Abuse Counselor Limited Term Employees (LTE) positions to provide intensive outpatient services right in the jail as well as work with inmates that are on probation and parole. Dissing reported that this is a joint resolution with the Sheriff's Department. The positions are fully funded through the grant. Topham made a motion to recommend to the Personnel Committee approval of the Resolution Relating to the Creation of a Limited Term Employee (LTE) Recidivism Reduction Aide in the Corrections Division of the Sheriff's Department and Two LTE Mental Health/Substance Abuse Counselors in the Department of Health & Human Service. These positions are fully grant funded. Wallenfang-second. Discussion followed. All ayes. Motion carried.

Economic Support Services: No discussion.

Fox River Industries: United Way Donation (\$2,000 up from \$1,500): Van Ness reviewed increased donations from the United Way to Fox River Industries. Discussion followed.

Health: Current Health Abatements: Selsing reported regarding compliance with an area restaurant. The restaurant is working with the Environmental Specialist to be compliant.

Policies/Procedures Update: Breast Feeding Policy: Van Ness presented the proposed Breast Feeding Policy. (See attached.) Discussion followed. Topham made a motion to recommend approval of the Breast Feeding Policy for the County. Discussion followed. No second. Topham withdrew her motion. Motion is tabled.

Gonyo made a motion to table the Breast Feeding Policy due to the fact that the policy needs amending. Topham-second. Roll call vote. Malchetske-aye; Richter-aye; Wallenfang-aye; Trochinski-aye; Topham-aye; Priske-aye; Meyers-aye; Gonyo-aye. Motion carried.

Purchases: Van Ness presented a bid for a hand held radio for emergency

government to be funded with bioterrorism funds. There is a single vendor - Bay Com, Inc. at a cost of \$2,582.95. Trochinski made a motion to recommend the purchase of the hand held radio from Motorola at a cost of \$2,582.95 with bioterrorism funds. Meyers-second. All ayes. Motion carried.

Dissing presented bids for a TV/DVD combo for educational purposes for the mass health clinics with emergency preparedness funds: Best Buy - 32 inch TV - \$549.99; Wal-Mart - 32 inch TV - \$398.00. Malchetske made a motion to recommend purchase of the 32 inch TV/DVD combo from Wal-Mart at a cost of \$398.00 with emergency preparedness funds. Wallenfang-second. All ayes. Motion carried.

Dissing presented bids for three laptops through independent living skills funding: Toshiba Laptop - \$399.00 each. It was suggested to check with Dell and IT if there were any more economical options. Discussion followed. Richter made a motion to purchase the 3 laptops at the lowest cost after checking with IT. Meyers-second. All ayes. Motion carried.

Health & Human Services Budget: Budget 2009: Van Ness reported that the Department of Health & Human Services hasn't received the audit yet for 2009.

Budget 2010: Van Ness reported that through fiscal period 6 the 2010 budget is in the black.

Budget 2011: Van Ness reported that the Finance directive is for a 0% increase to levy except for personnel costs. Van Ness reported that the governor's message to state staff was 0% increase and 10% cut to core budget. Discussion followed. State funding information may come out as late as September/October.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: In addition to the 2011 budget discussion, grant writing was also reviewed. The matter was tabled and it will be further studied.

Personnel: No discussion.

Property & Insurance: Van Ness shared information from the Property & Insurance meeting regarding plans for the new addition. Discussion followed.

The county well was discussed. The city has expressed interest and Priske updated Committee members regarding the status of this and costs involved.

Discussion followed regarding the county property and parking lot that is being considered for sale after the complete move of all county employees.

IT Committee: Wallenfang reported that the next meeting will be held in August.

Facilities & Security Committee Report: No report.

Future Meeting Date: The next Health & Human Services Board meeting will be

held on **Tuesday, August 10 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion: Committee members introduced themselves. Discussion followed.

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

Return to Open Session for Decision: After discussion, Topham made a motion to adjourn closed session and return to open session. Malchetske-second. Roll call vote. All ayes. Motion carried.

After discussion, Meyers made a motion to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Kristina Trastek, Case Manager, and pass her to permanent status. Topham-second. All ayes. Motion carried.

After discussion, Meyers made a motion to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Claire Kasuboski, Youth Services Specialist, and pass her to permanent status. Topham-second. All ayes. Motion carried.

After discussion, Meyers made a motion to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Jennifer Zeleske, Community Response Social Worker, and pass her to permanent status. Topham-second. All ayes. Motion carried.

After discussion, Meyers made a motion to approve the annual evaluation for Penny Bahn, Secretary/Bookkeeper. Topham-second. All ayes. Motion carried.

After discussion, Meyers made a motion to approve the annual evaluation for Pat Reilly, Production Aide. Topham-second. All ayes. Motion carried.

Adjournment: The meeting adjourned at 8:05 p.m. on a motion by Malchetske. Meyers-second. All ayes. Motion carried.