

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, JUNE 13, 2006 AT 6:00 P.M.

PRESENT: Elden Dallman, Chairman  
Nolan Wallenfang, Member  
Joe Gonyo, Member  
Ruth Topham, Member  
Dan Priske, Member  
Bob Malchetske, Member  
Gus Mueller, Member  
Joanne Guden, Member

EXCUSED: Cindy Skipchak, Secretary

OTHERS PRESENT: Linda Van Ness, Director  
LeRoy Dissing, Deputy Director  
Dan Sondalle, Corporation Council  
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 Chairman Dallman. After discussion, Malchetske made a motion to approve the agenda. Topham-second. All ayes. Motion carried.

Action on Minutes: After discussion, Priske made a motion to approve the minutes of the 5/9/06 Health & Human Services Board meeting. Mueller-second. All ayes. Motion carried.

Signing of Vouchers: After discussion, Wallenfang made a motion to approve the June 2006 Health & Human Services and Veteran's Services vouchers. Mueller-second. All aye Motion carried.

Appearances: Public Comment (3 minutes): None.

Deb Lyons - Economic Support: Deb Lyons, Economic Support Unit Manager, was present to discuss the Economic Support Unit and services. (See attached.) Lyons also explained new programs that have been put into effect. Discussion followed.

Lyons also reported regarding the Energy Assistance statistics for the winter 2005-2006 season (Oct. 1, 2005 - May 15, 2006. \$252,676.00 was paid out in benefits for heating assistance and public benefit assistance which included 653 applications.

Committee members thanked Deb Lyons for her report.

Correspondence: Van Ness read a letter of resignation from LeRoy Petit, Lead Bus Driver effective July 5, 2006. After discussion, Wallenfang made a motion to accept the resignation of LeRoy Petit, Lead Bus Driver effective July 5, 2006. Guden-second. All ayes. Motion carried.

After discussion, Priske made a motion to recommend to Green Lake County Personnel approval to post and advertise the Lead Bus Driver position. Topham-second. All ayes. Motion carried.

Van Ness reviewed the Committee appointments and addresses that were distributed to Committee members.

Van Ness reported regarding the WCHSA Board Members and Directors meeting that will be Friday, June 16, 2006. Any interested Committee members should let the agency know as soon as possible to register.

Veteran's Service Office Report: No report.

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

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

After discussion, Wallenfang made a motion to approve the annual evaluation for LeRoy Petit, Lead Bus Driver. Priske-second. All ayes. Motion carried.

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

After discussion, Wallenfang made a motion to approve the annual evaluation for Marilyn Voeltner, Public Health Educator. Priske-second. All ayes. Motion carried.

After discussion, Wallenfang made a motion to approve the annual evaluation for Judy Kasuboski, Public Health Nurse II. Priske-second. All ayes. Motion carried.

After discussion, Wallenfang made a motion to approve the annual evaluation for Jeri Loewe, Public Health Nurse. Priske-second. All ayes. Motion carried.

After discussion, Wallenfang made a motion to approve the annual evaluation for Gretchen Malkowsky, LTC Case Manager. Priske-second. All ayes. Motion carried.

After discussion, Wallenfang made a motion to approve the annual evaluation for Irene Kutz, Benefit Specialist. Priske-second. All ayes. Motion carried.

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

Advisory Committee Reports: Aging: The next meeting will be held on Tuesday, June 27, 2006 at the Manchester Senior Center.

Long Term Support: The next meeting will be held Wednesday, June 28, 2006.

Health Advisory Committee: The next meeting will be held on July 12, 2006.

Family Resource Council: Dallman and Van Ness reported regarding the June 5, 2006 meeting.

Transportation Coordinating Committee: The next meeting will be held on Thursday, June 22, 2006.

W-2 Committee Report: The next W-2 Steering Committee meeting will be held on October 9, 2006.

Advocap/Headstart Report: Mueller reported that it is ADVOCAP's 40<sup>th</sup> year. He also reported on the banquet that he and Van Ness attended recently. Discussion followed.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Long Term Care Reform Update: Van Ness reported that the first ADRC Tri-County Committee meeting was held June 1, 2006 at Waushara County. The next meeting is scheduled for July 13, 2006 in Green Lake County.

5 Year Plan - DD Services: Van Ness reviewed the 5-year DD Plan with Committee members. Discussion followed.

Children & Families Unit: Wraparound Proposal/Resolution: No discussion.

Van Ness reported that Fred Lightner, Social Worker, started on June 5, 2006.

Clinical Services Unit: No discussion.

Economic Support Services: No discussion.

Fox River Industries: Summer Rec Aide: Dissing reported that the Summer Rec Aide, Therese Musekamp, began work on June 9, 2006.

Health: Current Health Abatements: None.

Van Ness reported that Ashley Rondorf and Nathan Luedke were hired as the Environmental Health Specialists for the Tri-County Environmental Consortium.

Van Ness distributed the May 2006 Communicable Disease Monthly Report for review.

Van Ness presented a request from Kathy Munsey, Health Unit Manager to attend an extra training at the end of the National Health Conference in San Antonio, Texas on Friday, July 28, 2006. The training is on "Pandemic Influenza: Disaster Leadership - Executive Education Session". The only expense would be the cost of a room for one night which is \$145.00. After discussion, Priske made a motion to recommend Munsey attend the training on Friday afternoon, July 28, 2006 with the room expense of \$145.00 paid for. Mueller-second. All ayes. Motion carried. A letter will be put on the desks to clarify for County Board Supervisors.

Policies/Procedures Update: None.

Purchases: Signage for ADRC/Department of Health & Human Services: None.

Health Unit - Grant Funding - Flu Pandemic Computer Equipment/Equipment Handout: Van Ness reported to Committee members that she and Dissing met with Bill Hutchison, IT, regarding grant requests for equipment, potential projects, etc.. Discussion followed.

Health & Human Services Budget: No report.

Carryover Accounts: Alternate Care: No discussion

W-2: No report.

Budget 2005: No report.

Budget 2006: No report.

Committee Discussion: Administrative Committee Report: No report.

Finance: Van Ness reported that the Health & Human Services Budget hearing will be held at 5:00 p.m. August 8, 2006 at the Department of Health & Human Services.

Personnel: Dissing reported that the Department of Health & Human Services Personnel Committee met at 4:30 to interview candidates for the Tri-County ADRC Coordinator. The DHHS Personnel Committee recommended hiring Denise Blackburn. The Committee also recommended that the second applicant apply for the Disability Benefit Position Specialist position.

Reclassification/County Personnel: Van Ness reported that at a recent County Personnel meeting clarification was made that all re-classes will go through County Personnel first and then to sub-committees for recommendation/approval.

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

Van Ness reported that she and Dissing will be meeting with Potter & Lawson, June 14, 2006 to discuss the space needs.

IT Committee: Wallenfang reported that the next meeting will be held July 10, 2006.

Facilities & Security Committee Report: These meetings are held quarterly.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, July 11, 2006 at 6:00 p.m. at the Health & Human Services Center.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:20 p.m. on a motion by Wallenfang. Malchetske-second. All ayes. Motion carried.