

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, JUNE 14, 2011 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman
Jack Meyers, Vice Chairman
Cindy Skipchak, Secretary
Richard Trochinski, Member
David Richter, Member
Joe Gonyo, Member
Nolan Wallenfang, Member
Bob Malchetske, Member
Ruth Topham, Member

EXCUSED:

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
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 Priske.
Motion/second. (Skipchak/Wallenfang) to approve the agenda. All ayes.
Motion carried.

Action on Minutes: Motion/second (Wallenfang/Topham) to approve the minutes of the 5/10/11 Health & Human Services Board. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Skipchak/Wallenfang) to approve the May Health & Human Services and Veteran's Services vouchers. All ayes. Motion carried.

Appearances: Public Comment (3 minutes): None.

Correspondence: ADHOC Update: Van Ness reported that there was not much new to report from the ADHOC Committee. Van Ness did inform Committee members that there are two new members added to the Committee - Jack Meyers and Don Peters. Van Ness reported that there was discussion regarding a tentative proposal for across the board regarding cuts. Van Ness reported that the going faithful report hasn't been written yet.

Priske explained to Committee members that the ADHOC needs to talk to the Committees. The mission statement and roles of the ADHOC Committee have been defined. Departments are to review job descriptions and mandates with the ADHOC Committee. Departments need to look at consolidation and cuts.

Board Presentations: 2011-2013 Budget Update: Van Ness updated Committee members regarding the proposed 2011-2013 biennial state budget. Van Ness reported that the order rescinding the budget repair bill was thrown out by the State Supreme Court. Van Ness reported that the 2012 budget will be challenging. The Family Care cap is still in the proposed budget. Van Ness reported that there are cuts in a number of programs with as much as 10% cut.

Van Ness reported that the day before the vote a legislative audit was released detailing numerous sanctions by the Feds as relates to the Enrollment Services Center. Green Lake County will join a consortium for the Income Maintenance programs with counties who also operate their own W-2 program.

Veteran's Service Office Report: Beuthin reported that the Veteran's Service office received the WDVA County Veterans Service Office grant for \$8,500.00 on May 23, 2011. Beuthin reported that the Veteran's Service office is doing numerous pension claims, at least one or two per week. Beuthin reported to Committee members regarding assisting nursing home and assisted living facilities in informing their clients about the VA non-service connected pension program for veterans and/or their spouses. Beuthin reported that individuals that are self-paid in nursing homes and assisted living facilities can use that cost as a medical expense in applying for the NSC pension. This expense, when deducted from the client's income, generally will qualify them for the maximum pension rate.

Advisory Committee Reports: Aging: The meeting was held on May 18, 2011 at the Berlin Senior Center. (See attached minutes.) The next meeting will be held on July 20, 2011 at the Princeton Senior Center. Meyers reported regarding the meeting. (See attached minutes.)

Meyers reported that the Aging Advisory Committee signed a letter in support of the Health Unit application for an accreditation grant. Discussion followed.

Meyers reported regarding the meal program and RFP's. There is no requirement to routinely do RFP's for providing the meals to the mealsites. Meyers reported that the consensus of the Aging Advisory Committee is that there does not need to be a policy implemented and no RFP's put out at this time.

Meyers reported that the Senior Picnic will be held at St. John's Catholic School in Princeton on August 12, 2011. Request for proposals were sent out with the Committee choosing CJ's to cater at a cost of \$4.58/plate. Meyers reported that tickets are available at a cost of \$5.00.

Health Advisory Committee: The next meeting will be held on July 13, 2011.

Family Resource Council: The next meeting will be held on July 11, 2011.

Transportation Coordinating Committee: The next meeting will be held on August 18, 2011.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Gonyo reported that the ADVOCAP meeting was held last Thursday, June 9, 2011. Gonyo reported that there will be cuts in the weatherization and Headstart programs.

ADRC Coordinating Committee Report: The next meeting will be held on June 16, 2011 at Marquette County.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Long-Term Care Reform - Update: Van Ness reported that Long Term Care will utilize the functional screen with a waiting list.

Food Pantry: Van Ness reported that there will be a food pantry meeting on Thursday, June 16, 2011. Van Ness reported that food pantry volunteers continue to have concerns with a door.

Resolution to Include Adams County to the Tri-County ADRC (Aging & Disability Resource Center): Van Ness presented the Resolution Relating to the Inclusion of Adams County to the Multi-County Aging and Disability Resource Center. Motion/second (Skipchak/Wallenfang) to recommend approval of the Resolution Relating to the Inclusion of Adams County to the Multi-County Aging and Disability Resource Center. All ayes. Motion carried.

Van Ness reviewed with Committee members the letter that was sent by the ADRC Committee to Governor Walker in support of the Economic Support County model. Discussion followed.

Children & Families Unit: Van Ness reported that there was a youth who was served through the Children & Family Services Unit that has graduated from High School and will be attending U.W. Milwaukee. Discussion followed.

Van Ness reported regarding the hearing with Judge McMonigal held today, June 14, 2011, regarding unpaid restitution. Van Ness also reported that the District Attorney's office refused/stated they could not represent the Department in this hearing. Selsing was present to represent the Department at the last minute. Discussion followed.

Clinical Services Unit: No discussion.

Economic Support Services: State Takeover of Income Maintenance - Update: Van Ness reported to Committee members that the County Income Maintenance model was approved in the State budget. The consortiums must be formed by October 1, 2011, approved by the State by October 31, 2011 and operational by January 1, 2012.

Job Center Location: Priske reported that Fox Valley Workforce Development representatives will be meeting with Van Ness to discuss the possibility of a Job Center at Health & Human Services. Van Ness had suggested that the job center could be relocated to Health & Human Services if needed and presented this to the County Property & Insurance Committee. Van Ness reported that the P & I Committee was not in favor of the job center being at the Department of Health & Human Services. Van Ness reported that plans are to look at the option of having the job center at ADVOCAP site in Berlin. Discussion followed.

Fox River Industries: Van Ness shared pictures of the new fork lift at Fox River Industries with Committee members. Discussion followed.

Trochinski reported that \$3,787.66 was collected through the Knights of Columbus Tootsie Roll sales for Special Olympics for Fox River Industries.

Van Ness reported that Fox River Industries has been approached by Kaytee Company. Discussion followed.

Health: Current Health Abatements: None.

Van Ness reported that Waushara County is in the final process of hiring an Environmental Specialist that will serve Green Lake County.

"SHOW" Program: Van Ness updated Committee members regarding the "SHOW" program which will be taking place throughout the County. (See attached.)

Out-of-State Travel for 2 Health Unit Staff for Accreditation (Only if Grant is Funded): Van Ness directed Committee members to the letter from Kathy Munsey, Health Unit Manager requesting for out-of-state travel for 2 Health Unit staff for accreditation pending approval of grant funding. Discussion followed. Motion/second (Meyers/Gonyo) to recommend approval for out-of-state travel for 2 Health Unit staff for accreditation pending approval of grant funding. All ayes. Motion carried.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Budget 2010: No discussion.

Budget 2011: Budget 2012: Van Ness reported to Committee members that the County Finance Committee directive for 2012 is for 0 increase in levy excluding personnel costs. Meyers presented a proposal to the AD HOC Committee recommending a 5% cut across all Departments for the budget. Meyers reported that this is from the Federal perspective and explained it to Committee members. Malchetske reported that this was tried years ago and it did not work. Discussion followed.

Van Ness reported that the personnel costs will increase by 2 ½ % in 2012.

Van Ness reported to Committee members that the auditors will be coming to the agency again in August to complete the 2010 audit.

Committee Discussion: Administrative Committee Report: Richter reported that the Property and Insurance Committee met regarding the proposed Arts Center which is proposed for the Courthouse. The proposal is for a 6 month option to buy the property for \$100,000.00. They need to acquire commitments for 6 million dollars to renovate the property. Discussion followed. It was noted that Gold Street is not part of the purchase.

Finance: None.

Personnel: Vacant Position(s) Review: None.

Property & Insurance: None.

IT Committee: Wallenfang reported regarding the IT Committee meeting.

Facilities & Security Committee Report: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, July 12, 2011 at 6:00 p.m. at Health & Human Services.**

The Health & Human Services Board will be invited to attend the Finance 2012 Budget discussion to be held on July 12, 2011. The meeting will begin at 5:00 p.m. or 5:30 p.m.

Future Agenda Items For Action and Discussion: None.

Committee Discussion: None.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e):

Motion/second (Wallenfang/Meyers) to move to closed session. Roll call vote. Wallenfang-aye; Meyers-aye; Richter-aye; Topham-aye; Trochinski-aye; Skipchak-aye; Gonyo-aye; Malchetske-aye; Priske-aye. All ayes. Motion carried.

Return to Open Session for Decision: Motion/second (Meyers/Gonyo) to adjourn the closed session and return to open session. Roll call vote. All ayes. Motion carried.

An employee complaint was discussed and administration will follow-up on this.

Motion/second (Skipchak/Wallenfang) to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Kristin Kohls, C & FS Case Manager, and pass her to permanent status. All ayes. Motion carried.

Motion/second (Topham/Malchetske) to approve the annual evaluations Lisa Liljegren, Deputy Veterans Service Officer; Rebecca Voeltner, Production Supervisor; Katie Rodig, ADRC Adult Services Worker; Katherine Klawitter, Receptionist; Roxanne Haedt, Account Clerk II; Jennifer Brown, Data Entry Specialist; Jodi Vande Kolk, Secretary I; and Laurie Kearns, Secretary I. All ayes. Motion carried.

Adjournment: Motion/Second (Topham/Wallenfang) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 7:26 p.m.