

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, MAY 14, 2013 AT 6:00 P.M.

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

EXCUSED: Bob Malchetske, Member
Richard Trochinski, Member

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director
Jerry Beuthin, Veteran's Service Officer
Dan Hurst, Corporation Counsel
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 (Wallenfang/Topham) to approve the amended agenda as attached. All ayes. Motion carried.

Action on Minutes: Motion/second (Skipchak/C. Richter) made a motion to approve the amended minutes of the 4/9/13 Health & Human Services Board meeting to state that Topham adjourned the meeting. All ayes. Motion carried.

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

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

Committee Appointments: None.

Appearances: Public Comment (3 minutes): None.

Fox Valley Workforce Development Board - Paul Stelter: Dissing introduced Paul Stelter, CEO, of Fox Valley Workforce Development Board and Kim Lemieux. Stelter showed a presentation to help Committee members better understand the functions of the Fox Valley Workforce Development Board. Committee members thanked for presentation.

Correspondence: None.

Veteran's Service Office Report: Beuthin reported that he attended the State's 3 day training for accreditation. Beuthin reported that at the Federal level claims are getting backlogged even more. Beuthin reported that the Milwaukee Regional Office is assisting with some of backlogged claims to get caught up.

Discussion followed regarding rape in service, etc.

The Committee complemented Paula Luther, Deputy Service Officer, on the great job done with the recent Student Government day.

Beuthin read the letter of resignation of Paula Luther, Deputy Service Officer. The Committee would like to accept with regrets the resignation of Luther. Beuthin is requesting approval to advertise/fill this position. Motion/second (Topham/Skipchak) to recommend to County Personnel to fill the vacant Deputy Services Officer position. All ayes. Motion carried.

Advisory Committee Reports: Aging: The meeting will be held on May 15, 2013 at the Markesan Valley Crest Apartments Mealsite.

Health Advisory Committee: The next meeting will be held July 10, 2013 at 8:00 a.m. Skipchak directed Committee members to the attached health report showing the National honor to the Green Lake County Health Unit. (See attached.) Discussion followed.

Family Resource Council: The meeting was held on May 6, 2013 at 11:30 a.m. (See attached minutes.) The next meeting will be held on July 29, 2013

Transportation Coordinating Committee: The meeting was held on April 25, 2013. The next meeting will be held on November 15, 2013

Advocap/Headstart Report: Gonyo reported regarding meeting held last month. The Advocap dinner will be held on Thursday. Robinson will be attending.

ADRC Coordinating Committee Report: The meeting was held on May 9, 2013 in Marquette County. Meyers reported regarding the meeting. Meyers reported that transportation funding is being cut for seniors and as well as funding for the meal program. It is anticipated that Green Lake County will lose \$24,979.00 through the Older American's Act. Discussion followed. The next ADRC Coordinating Committee meeting will be held on Thursday, July 11, 2013.

Quad County Family Resource Network Council Committee: The meeting was held on Thursday, May 9, 2013 at 2:30 p.m. Meyers reported regarding the meeting. Meyers reported that there needs to be more structure to Committee and better understanding of the functions of this Committee. Discussion followed. Dissing reported that the Committee is for Child abuse/neglect programming. The next meeting will be held Thursday July 11, 2013.

Unit Reports: Administrative: Out of State Travel Request: Robinson reported regarding the "Policy Academy" which he attended through the WDVA (Wisconsin Department of Veterans Affairs) and SAMHSA (Substance Abuse and Mental Health Services Administration). Discussion followed. Robinson explained similarities at the academy to situations in Wisconsin. Discussion followed.

Aging/Long Term Care: Dissing presented the new Senior Newsletter published through Liturgical services.

Dissing reported regarding the reductions in Federal funding - cut census data showed shifts in the population. Dissing explained that there are decreases in low-income individuals. Letters requesting additional State funding to make up for Federal cuts will be sent from DHHS chair and county chair to reinstate funds.

Dissing directed Committee members to the Aging/Long Term Care report that was in the packet. (See attached.)

Children & Families Unit: Dissing reminded Committee members regarding the resolution going to County board "Relating to the Creation of the Limited Term Employee Youth Job Coach/Mentor position - Half-time".

Dissing reported that there would need to be a DHHS Personnel meeting in next week or so to hire for this position. A DHHS Personnel meeting was scheduled for Tuesday, May 21, 2013 at 4:30 p.m. in the Room #0903 conference room.

Clinical Services Unit: No report.

Economic Support Services: Dissing reported to Committee members that with the affordability care act, there could be an increase of calls/workload on the Economic Support Unit Workers. Governor has put some funds in budget for 2013, 2014, 2015. Dissing explained what this would entail and some potential options within the Department contingent on the on funding. Dissing reported that there could be additional funding of \$37,000 from July to end of year 2013; \$84,000 in 2014; and \$22,000 in 2015. Committee members will be updated.

Fox River Industries: Former DHHS Building Use: Robinson reported that at the Green Lake County Property & Insurance Committee the architects did a presentation and it was recommended that the heating and air conditioning system be replaced with commercial roof top systems.

Robinson reported regarding the income/expense, hiring needed, etc. Discussion followed.

Robinson reported that he is working with architects and will be ready to present at the for next Property & Insurance/County Board meetings.

Health: Current Health Abatements: Dissing reported regarding the attached Health report and Environmental Health Report.

Dissing reported that Munsey applied for a preparedness grant. Munsey is requesting that with these funds she would like to pay a stipend for two student interns. Notification of the grant award should be received by May 18, 2013. Funding available would be in the amount of \$7,025.00.

The student interns would work on enhancing outreach to the Amish population in the event of a disaster. Dissing reported that there are 7 Amish schools at the present time and interns would share emergency information with all. Motion/second (Topham/Skipchak) to recommend approval of the stipend for two student interns in the Health Unit. All ayes. Motion carried.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Budget 2012: Dissing reported that the auditors are reviewing year 2012.

Budget 2013: No discussion.

Committee Discussion: Administrative Committee Report: No report.

Finance: No report.

Personnel: Vacant Position(s) Review: Dissing read a letter of resignation for Katie Klawitter, Receptionist. Dissing explained the need to fill the Receptionist position. Dissing reported that there were minor changes to the Receptionist job description. Motion/second (Guden/Skipchak) to recommend to County Personnel filling the vacant Receptionist position. All ayes. Motion carried.

Dissing reported that the Community Response Worker, Jennifer Zeleske, posted into the Child Welfare Case Manager position leaving the Community Response Worker position vacant. Dissing explained that this a fully grant-funded position which serves Waushara and Green Lake Counties and need to be filled. Motion/second. (Skipchak/Wallenfang) to recommend to County Personnel to fill the vacant Community Response Worker position. All ayes. Motion carried.

Property & Insurance: No report.

IT Committee: No report.

Facilities & Security Committee Report: Dissing reported the meeting was held on May 7, 2013 at 3:30 p.m. Dissing reported there was no quorum so there was no meeting.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, June 11, 2013 at 6:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion: CEO, Fox Valley Workforce Development Board

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):

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

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

Dissing presented the one-year evaluation for Philip Robinson, Deputy Director. Motion/second (Skipchak/Wallenfang) approval of the 1-year evaluation of Philip Robinson, Deputy Director, and pass him to permanent status. All ayes. Motion carried.

Adjournment: Motion/second (Wallenfang/Skipchak) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 8:38 p.m..