

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT FOX RIVER INDUSTRIES, 222 LEFFERT STREET, BERLIN, WI 54923 ON WEDNESDAY, JULY 17, 2013 AT 6:00 P.M.

PRESENT: Dave Richter, Chairman
Joe Gonyo, Member
Jack Meyers, Vice Chairman
Richard Trochinski, Member
Joanne Guden, County Board Member

EXCUSED: Carter Richter, Member
Bob Malchetske, Member
Cindy Skipchak, Secretary
Ruth Topham, Member
Nolan Wallenfang, Member

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director
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 6:07 p.m. by D. Richter.

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

Approval of Agenda: Motion/second (Guden/Trochinski) to approve the agenda as attached. All ayes. Motion carried.

Action on Minutes: Motion/second (Gonyo/Meyers) made a motion to approve the minutes of the 6/11/13 Health & Human Services Board meeting. All ayes. Motion carried.

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

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

Appearances: Public Comment (3 minutes): None.

Correspondence: None.

Veteran's Service Office Report: Beuthin reported that the Health & Human Services Personnel Committee recently hired Roberta Colhouer for the Deputy Veteran's Service Officer position.

Beuthin reported that the Veteran's Service Department budget is basically the same as last year with some line item amounts moved around within the budget.

Beuthin reported that the Veteran's Service Office would be closed the week of July 22, 2013.

Beuthin reported that there would again be a booth at the fair to provide information on Veteran's Service benefits.

Advisory Committee Reports: Aging: The next meeting will be held July 24, 2013 at the Berlin Senior Center.

Health Advisory Committee: The meeting was held July 10, 2013 at 8:00 a.m. Dissing reported regarding the Health Advisory Committee meeting.

Family Resource Council: The next meeting is tentatively scheduled for July 29, 2013. Committee members will be updated as to whether this meeting will take place or be rescheduled for a later date.

Transportation Coordinating Committee: The next meeting will be held on November 21, 2013.

Advocap/Headstart Report: Gonyo reported that there was a meeting last Thursday with an orientation for new Board members.

ADRC Coordinating Committee Report: Dissing reported regarding the meeting that was held on July 11, 2013 in Marquette County. Dissing updated Committee members regarding staffing updates and more additional changes. Dissing reported that the ADRC budget was discussed. There was some discussion regarding limiting the term limits for the governing board members. Discussion was also held with regard to who would evaluate the ADRC Director. Discussion followed. Currently, the management team does the evaluations and presents to the ADRC Committee. Committee members will be updated if there are any changes to this procedure. The next meeting will be held on September 12, 2013 at 1:00 p.m. at Marquette County.

Quad County Family Resource Network Council Committee: Dissing reported regarding the meeting held on July 11, 2013 in Marquette County. The partners discussed the parenting programs being offered and ones that have been completed. The purpose of the Committee will be discussed at the next Committee meeting. The next meeting will be held on September 12, 2013 in Marquette County.

Dissing reported that Kendal Kornacki, Community Response Social Worker for Green Lake and Waushara Counties, started employment Monday, July 15, 2013.

Dissing reported that the website is being developed for the Quad County Family Resource Network.

Unit Reports: Administrative: Dissing reported that the Health & Human Services Personnel Committee hired Trina West for the Receptionist position.

Aging/Long Term Care: See attached report.

Dissing reported that the food pantry received a \$7,500.00 foundation grant.

Dissing updated Committee members that there will be an open house for Gloria Lichtfuss, Nutrition/Volunteer Coordinator that is retiring. Applicants are being interviewed for her position.

Children & Families Unit: See attached report.

Clinical Services Unit: No report.

Economic Support Services: Operation Backpack: Dissing reported that preparations are being made for the Operation Backpack program. This year the Department of Health & Human Service is collaborating with the Boys and Girls Club. The giveaway will be held there at the club. (See attached report.)

Dissing reported to Committee members that because of the Affordable Care Act there will be a resolution being presented at the August board meeting for increased staff hours to implement this program. Counties are being awarded \$60,000.00 per calendar year to get this program up and running. Discussion followed. Existing staff will be utilized for this.

Fox River Industries: Schuh presented the Income Statement for Committee review. Discussion followed.

Former DHHS Building Use: Robinson updated Committee members regarding the Thrift Store. Robinson reported that bids for the renovations have come in considerably high at a cost of approximately \$372,000.00. Alternative renovations plans are being discussed. Discussion followed. Committee members will be updated.

Dissing reported that a grant was awarded through the Foundation for marketing of the Thrift Store. Discussion followed.

Health: Current Health Abatements: Dissing updated Committee member regarding Marilyn Voeltner, Community Health Educator. Dissing reported that she has made an amazing recovery from a major illness and is hoping to return back to work.

Policies/Procedures Update: None.

Purchases: Dissing presented a State bid for a laptop computer for the part-time Youth Job Coach/Mentor position. Funds are being provided through the Office of Justice Assistance grant. The bid presented is: Levono.com - \$1,267.99. Discussion followed regarding requirements of additional items included which increase the cost of the laptop. Dissing will check with the IT Department who provided the bid for the laptop.

Motion/second (Guden/Meyers) to purchase the laptop from Levono.com at a cost of \$1,267.99. Roll call vote. Guden-aye; Meyers-aye; Trochinski-aye; Gonyo-nay; Richter-aye. Motion carried.

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

Budget 2013: Dissing reported that the budget for 2013 looks good at this point.

Budget 2014: Budget Directive: Dissing reported that the budget directive for 2014 from County Finance is for 0% increase in tax levy excluding personnel costs. Dissing reported that management staff are working on the 2014 budget for presentation. There will be a DHHS Finance Committee meeting/Budget Hearing held on Tuesday, August 13, 2013 at 5:00 p.m. at the Government Center.

Committee Discussion: Administrative Committee Report: No report.

Finance: Dissing reviewed the attached WCA 2013-2015 State Biennial Budget Summary with Committee members. (See attached.)

It was reported that there will be a WCA budget session coming up at Stevens Point.

Personnel: Vacant Position(s) Review: Clinical Therapist - CSP/CCS:
Dissing reported that Amy Higginbotham, Clinical Therapist - CSP/CCS, turned in her resignation. Her last day will be September 5, 2013. Dissing reported that there is a need to fill the vacant Clinical Therapist - CSP/CCS position. Dissing presented that four points showing the need to fill this position and the updated job description. Dissing reported that at the present time this position generates over \$40,000.00 in revenues. The Health & Human Services Personnel Committee approved filing this position at their July 16, 2013 meeting pending approval by this Committee. Motion/second (Gonyo/Trochinski) to recommend filling the vacant Clinical Therapist - CSP/CCS position. All ayes. Motion carried.

Property & Insurance: No report.

IT Committee: No report.

Facilities & Security Committee Report: No report.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on Tuesday, August 13, 2013 at 6:00 p.m. at the Green Lake County Government Center. There will be a Health & Human Services Finance Committee meeting/Budget Hearing on Tuesday, August 13, 2013 at 5:00 at the Green Lake County Government Center.

Future Agenda Items For Action and Discussion:

Committee Discussion: No discussion.

Adjournment: Motion/second (Gonyo/Meyers) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 8:00 p.m..