

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, JANUARY 11, 2005 AT 6:00 P.M.

PRESENT: Elden Dallman, Member
Nolan Wallenfang, Member
Dan Priske, Member
James Disterhaft, Member
Joe Gonyo, Member
Bob Malchetske, Member

EXCUSED: Ruth Topham, Member
Cindy Skipchak, Secretary
Gus Mueller, Member

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
Orrin Helmer, County Board Chairman
John Selsing, 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 Chairman Dallman. After discussion, Wallenfang made a motion to approve the agenda. Disterhaft-second. All ayes. Motion carried.

Action on Minutes: After discussion, Priske made a motion to approve the amended minutes of the 12/14/04 Health & Human Services Board meeting so that under the motion in the Aging/Long Term Care Unit it reads "Feils \$4.00/meal and Berlin Senior Center \$3.65/meal" and also that Orrin Helmer, County Board Chairman, was present at the 12/14/04 meeting. Wallenfang-second. All ayes. Motion carried.

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

After discussion, Wallenfang made a motion for Van Ness to sign any remaining 2004 vouchers before January 31, 2005. Disterhaft-second. All ayes. Motion carried.

Appearances: None.

Correspondence: Van Ness reported that at the February County Board, Reports will be - Aging/Long-Term Care-Disterhaft and Health Advisory Committee-Dallman.

Veteran's Service Office Report: Beuthin reported that they will be ending up under budget by approximately 7%.

Beuthin reported that the WDVA Transportation grant will be received in the amount of \$2,557.00.

Beuthin reported that Veteran's Service informational brochures have been distributed to all the libraries.

After discussion, Disterhaft made a motion to approve the Veteran's report. Priske-second. All ayes. Motion carried.

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

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

After discussion, Wallenfang made a motion to recommend to County Personnel that as it pertains to the Department of Health & Human Services Board, that this Board has no objections but as this is a County Personnel issue, the County Personnel should make the ultimate decision on this matter. Language should be cleaned up County-wide. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held at February 9, 2005 at the Berlin Senior Center.

Long Term Support: The next meeting will be held February 16, 2005 at 3:00 p.m.

Health Advisory Committee: The meeting was held on Wednesday, January 5, 2004 at the Health & Human Services Center.

Van Ness reported that terms of three Board members terms expire in April. Jeanne Lyke, MD; Cindy Skipchak, and Shirley Frost. Van Ness reported that Shirley Frost took a new position so a new Committee member will need to appointed to replace her.

Van Ness reported that the Health Unit has approximately 1,000 doses of the flu vaccine left (as of January 5th). Anyone is eligible to get the flu vaccine now.

Van Ness reported that the Mental Health appendix will be reviewed this year as relates to the Emergency Government Plan.

Van Ness reported that the Health Unit is working on an employee wellness program.

Dallman reported that there were 2,502 immunizations in 2004 (including flu vaccine) and 15 cases of pertussis. Hepatitis cases were high also. Van Ness will update Committee members at the next meeting regarding the different types of Hepatitis.

Van Ness reported that Munsey is in the process of reviewing and updating Human Health Hazard Ordinance.

Family Resource Council: The meeting was held January 3, 2005. The minutes are attached. Dallman reported that the Coordinated Community Services project was discussed. This is a wavier program for individuals presently on Medical Assistance. This funding is for services that will enable people to live in their home/community. Reimbursement for services will be 60% (minus room and board for those individuals in a group home or treatment foster care).

The Family Resource Council will serve as the coordinating committee for the CCS program.

The Family Support Program was discussed with 9 individuals being served and 14 on the waiting list.

Transportation Coordination Committee: No discussion.

W-2 Committee Report: No meeting.

Advocap/Headstart Report: No report.

Unit Reports: Administrative: Dissing reported regarding the Angel Tree Program. There was a great outpouring of volunteers and staff that worked to make the program a success.

Dissing reported that the filing system has been installed.

Van Ness clarified that the Administrative staff removed all the files and filing systems in preparation for the installation. County Maintenance did the waxing of the floor.

Aging/Long Term Care: Van Ness distributed an article regarding "Extreme Makeover: Home Edition". On January 16, 2005, there will be a program with the conversion of a residence into an ADA compliant home.

Dissing reported that the State did award the grant for the COP Hospital Link Grant. The resolution was passed and interviews are being held to hire the ¾ time LTE.

The Aging/Long Term Care Resource Specialist position (previously Nutrition/Volunteer Coordinator) is also being screened and interviewed for at this time.

The next Department of Health & Human Services Personnel meeting will be held Thursday, January 20, 2005 at 4:30 p.m.

Children & Families Unit: Applicants for the Juvenile Dispositional Worker position will be interviewed at the next Health & Human Services Personnel meeting.

Clinical Services Unit: Dissing reported he is presently working on the Coordinated Community Services (CCS) program and is in the process of getting certification from the State. The Family Resource Council made a motion to become the coordinating Committee for the CCS program. This funding is for services that will enable people to live in their home/community. Reimbursement for services will be 60% (minus room and board for those individuals in a group home or treatment foster care).

Economic Support Services: Van Ness updated Committee members that there are continued changes in the W-2 program and will keep the Board updated.

Fox River Industries: Consumer Surveys: This will be presented next month.

Health: Current Health Abatements: No discussion.

Policies/Procedures Update: CPR/First Aid Training: Dissing updated Committee members regarding whether or not CPR/First Aid training was required for Mental Health therapists. It was determined that this was not mandatory but there are numerous staff that are interested in having this training. Discussion followed regarding payment of the class and training. After discussion, Malchetske made a motion to pay the initial \$40.00 fee for the training but the employee would do the training on their own time except for those individuals that are required to have this training as part of their job description. Wallenfang-second. All ayes. Motion carried.

Purchases: None.

Voice Mail: Van Ness reported that the voice mail was approved by County Property and Insurance and that \$3,000 will be utilized out of the phone account for the Department of Health & Human Services.

Filing System: No discussion.

Carryover Accounts: Alternate Care: No discussion.

W-2: No report.

Budget 2004: No discussion.

Budget 2005: No discussion.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: No discussion.

Personnel: No discussion.

Property & Insurance: No discussion.

IT Committee: No report.

Security Committee Report: No report.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, February 8, 2005 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion:

Adjournment: The meeting adjourned at 7:30 p.m. on a motion by Malchetske. Wallenfang-second. All ayes. Motion carried.