

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, SEPTEMBER 10, 2013 AT 6:00 P.M.

PRESENT: Dave Richter, Chairman  
Joe Gonyo, Member  
Cindy Skipchak, Secretary  
Jack Meyers, Vice Chairman  
Nolan Wallenfang, Member  
Bob Malchetske, Member  
Richard Trochinski, Member

EXCUSED: Carter Richter, Member  
Ruth Topham, Member

OTHERS PRESENT: LeRoy Dissing, Director  
Philip Robinson, Deputy Director  
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/Trochinski) to approve the amended agenda as attached. All ayes. Motion carried.

Action on Minutes: Motion/second (Wallenfang/Trochinski) made a motion to approve the minutes of the 8/13/13 Health & Human Services Board meeting. All ayes. Motion carried.

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

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

Appearances: Public Comment (3 minutes): None.

Closed Session per WI Statute 19.85 (1)(c) (employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

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

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

Motion/second (Wallenfang/Skipchak) to recommend to County Personnel to approve vacation request for employee. All ayes. Motion carried. It was reiterated that this would be on a case-by-case basis.

Correspondence: Dissing explained the Wisconsin Counties Association Budget Summary to Committee members. (See attached.)

Veteran's Service Office Report: No report.

Advisory Committee Reports: Aging: Trochinski reported that the next meeting will be held on September 18, 2013 at the Princeton Senior Center.

Trochinski updated Committee members regarding that in 2014 it will be 35 years that the Green Lake County meal programs have been serving elderly. It was suggested that there be some type of acknowledgement. Committee members will be updated.

Health Advisory Committee: The next meeting will be held October 9, 2013 at 8:00 a.m.

Family Resource Council: None scheduled.

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

Advocap/Headstart Report: Gonyo reported that the next meeting will be held Thursday, September 12, 2013.

ADRC Coordinating Committee Report: The next meeting will be held on September 12, 2013 in Marquette County.

Quad County Family Resource Network Council Committee: The next meeting will be held on September 12, 2013 in Marquette County.

Unit Reports: Administrative: Dissing reported regarding the new Avatar computer software system is in the process of being installed.

Dissing reported that the next Interagency meeting will be held on September 26, 2013. Shelby Jensen, Economic Support Manager, will be reporting regarding the new health care program that will be effective January 1, 2014.

Aging/Long Term Care: The monthly report distributed for review. (See attached.)

Dissing reported that the County Maintenance Department is presenting a proposal to Property & Insurance for the food pantry to move to a different area of the former DHHS building with the rest of the building being utilized by County Maintenance for storage. Discussion followed.

Children & Families Unit: See attached report. Discussion followed regarding cost of Lincoln Hills. Dissing reported that Green Lake County has not had a juvenile placed in this type of facility for many years.

Dissing reported that the Health & Human Services Personnel Committee hired Jason Jerome, Intensive In-Home Therapist, and his start date will be September 23, 2013.

Clinical Services Unit: Robinson reported that the second week of the CIT crisis intervention training is being held with corrections staff from the jail and Tetzlaff, Clinical Services Unit Manager.

Robinson reported that the Comprehensive Community Services (CCS) Program was evaluated/audited by the state and re-certified for two years.

Economic Support Services: Dissing presented the report for the Operation Backpack Program (See attached.)

Welfare Fraud Ordinance This will be presented to Committee members at the next meeting.

Fox River Industries: Dissing reported that Fox River Industries has been busy with the squirrel corn. Discussion followed.

Thrift Store Options: Robinson updated Committee members regarding the possible options for the Thrift Store. Discussion followed. Formal plans are on hold. Committee members will be updated.

Health: Current Health Abatements: None.

Dissing reported regarding the attached Health report and Environmental Health Report.

Policies/Procedures Update: Green Lake County 2014 Energy Assistance Program Crisis Policy/Plan: Dissing presented the revised 2014 Energy Assistance Program Crisis Policy/Plan for review/approval. Discussion followed. Motion/second (Gonyo/Skipchak) to approve the 2014 Energy Assistance program Crisis Policy/Plan. All ayes. Motion carried.

Purchases: Dissing presented a request to purchase an adaptive stroller through funds in the Family Support Program. Two bids were presented: Convaid - \$3,354.00; Peter Jacques, PT - \$2940.00. Dissing explained that the child needs total support and this stroller will meet needs for several years. The \$2,940.00 includes a 15% discount from the original cost of \$3,490.00. Discussion followed. Meyers/Skipchak to recommend to Property and Insurance the purchase of the adaptive stroller from Peter Jacques, PT - at a cost \$2,940.00 to be paid with Family Support Program funds. All ayes. Motion carried.

Health & Human Services Budget: Budget 2012: Dissing reported that the 2012 audit will be presented at County board next week. Dissing reported that it is anticipated that a surplus of \$489,000 will be realized for 2012 within the Department of Health & Human Services.

Budget 2013: Dissing reported that budget 2013 is proceeding on target.

Committee Discussion: Administrative Committee Report: There are special meetings being held.

Finance: No report.

Personnel: Vacant Position(s) Review: Dual Diagnosis Clinical Therapist:  
Dissing read a letter of resignation from Ruth Holmquist, AODA Counselor.  
Dissing explained the need to fill this position. Motion/second  
(Meyers/Trochinski) to recommend to fill the vacant Dual Diagnosis Clinical  
Therapist position. All ayes. Motion carried.

Property & Insurance: Discussion followed regarding other requests for use  
of the former DHHS building.

Meyers updated Committee members regarding a memorandum of understanding  
with DOT for multi-use bike path. Discussion followed.

IT Committee: No report.

Facilities & Security Committee Report: Dissing reported the next meeting  
will be held November 5, 2013 at 3:00 p.m..

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be  
held on **Tuesday, October 8, 2013 at 6:00 p.m. at the Green Lake County  
Government Center.**

Future Agenda Items For Action and Discussion:

Committee Discussion: No discussion.

Adjournment: Motion/second (Meyers/Trochinski) to adjourn the meeting. All  
ayes. Motion carried. The meeting adjourned at 7:32 p.m..