

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, JANUARY 10, 2012 AT 6:00 P.M.

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

EXCUSED: Cindy Skipchak, Secretary

OTHERS PRESENT: LeRoy Dissing, Director  
Dan Sondalle, Corporation Counsel  
Karen Davis, Administrative Assistant  
Jerry Beuthin, Veteran's Service Officer

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. (Wallenfang/Richter) to approve the amended agenda to include "Half-Time LTE ADRC Worker". All ayes. Motion carried.

Action on Minutes: Motion/second (Richter/Meyers) to approve the amended minutes of the 12/15/11 Health & Human Services Board to note that Topham was not at the meeting. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: None.

Board Presentations: Dissing reported that Shelby Jensen, Economic Support Unit Manager, was invited to explain the changes that have taken place in the Economic Support Unit effective January 3, 2012. Jensen explained the new changes within the Income Maintenance programs. Jensen explained how the consortium model was formed. Discussion followed. Jensen distributed the Wisconsin IM consortia map, the Wisconsin IM Redesign Overview and table regarding call center calls received thus far. (See attached.) Jensen will update Committee members regarding the call center at a later meeting.

Veteran's Service Office Report: Beuthin reported that the Veteran's Service Office year end for 2011 mail/correspondence up 35%. Beuthin reported that transportation service numbers were about the same.

Beuthin explained grant funding that was received from the State to help cover transportation expenses for Veteran's through the WDVA.

Motion/second (Meyers/Richter) to approve Veteran's Service Report. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held on January 18, 2012 at the Berlin Senior Center.

Health Advisory Committee: The next meeting will be held on January 11, 2012.

Family Resource Council: No meeting scheduled.

Transportation Coordinating Committee: The next meeting will be held on April 26, 2012 at Fox River Industries.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: No report.

ADRC Coordinating Committee Report: The next meeting will be held on February 9, 2012 at 1:00 p.m. at Marquette County Human Services.

Unit Reports: Administrative: Dissing reported that the annual report and training plan will be presented at February Committee meeting.

Dissing reported to Committee members that there would need to be some 2011 vouchers paid yet before the end of January. As in the past, Dissing can approve payment of the remainder of the 2011 to be paid in January. Dissing will bring a list of those vouchers paid for 2011 to the February Committee meeting.

Dissing reported to Committee members that NACO (National Association of Counties) insurance has a program for uninsured, underinsured, and discounted medications. The County would need to sign a contract to participate in this program. It was recommended that the Department of Health & Human Services Board be part of this recommendation. Discussion followed. Dissing will provide Committee members with more information at the February Committee meeting. Motion/second (Gonyo/Topham) to recommend to County Board approval of the NACO reduced prescriptions for Green Lake County uninsured/underinsured individuals.

Davis reported regarding the Angel Tree program giveaway.

Aging/Long Term Care: Family Care Update: The State announced that the Family Care cap is being lifted this spring. Discussion followed. Dissing reported that the four counties in our Aging and Disability Resource Center (ADRC) have approximately 60 cases on the waiting list yet. Adams County was recently added to the ADRC consortium.

Half-Time LTE ADRC Worker: Dissing reported to Committee members the need for a half-time LTE (Limited Term Employee) ADRC Worker. Dissing reported that the position is needed to replace the ½ time that the Adult Protective Services Worker performed who is now performing full-time Adult Protective Services functions. (Motion/second) Topham/Meyers to recommend the creation of the half-time LTE ADRC Worker. All ayes. Motion carried.

The January/February Senior Newsletter was distributed for Committee review.

Children & Families Unit: The Children & Family Services Unit report was distributed and explained to Committee members showing the services being provided to children through the County.

Clinical Services Unit: Job Share Proposal: Dissing updated Committee members regarding the job sharing proposal that was requested by Lindsay Loewe to job share her position. Discussion followed. Dissing reported that he will not proceed with this request at this time.

Economic Support Services: Fox Valley Workforce Development Board: Priske updated Committee members regarding the Fox Valley Workforce Development Board and concerns regarding their requests for renewing the contract. Discussion followed.

Fox River Industries: Fox River Industries Maintenance and Property & Insurance Responsibility: Dissing reported that Schuh will talk with Weir regarding any maintenance concerns at Fox River Industries.

Dissing reported that Fox River Industries is going through an audit of Fox River Industries and Disabilities Services Inc. with Huberty Associates.

Health: Current Health Abatements: None.

Dissing reported that the vacant Environmental Health Specialist position is being advertised. This is done through Waushara County.

Dissing presented a Committee appointment to Chairman Priske for the Health Advisory Committee for Kelly Schmude as the replacement for Shirley Frost, CHN Hospital representative.

Policies/Procedures Update: None.

Purchases: Dissing reported regarding handicapped access for the door and the request to put a button to automatically open the reception door for the Health & Human Services area. Discussion followed. Motion/second (Meyers/Wallenfang) to request that Property & Insurance put in handicapped access door for the Health & Human Services reception area. All ayes. Motion carried.

Health & Human Services Budget: Audit 2010: No discussion. Dissing reported that the auditors are working on the 2011 audit.

Budget 2011: No discussion.

Budget 2012: No discussion.

Committee Discussion: Administrative Committee Report: Dissing reported that the Administrative Committee began working on hiring a full-time Corporation Counsel. Discussion followed.

Finance: No discussion.

Personnel: Deputy Director: Dissing reported that he reviewed the vacant Deputy Director job description. Dissing presented the four points indicating that the position needs to be filled. Motion/second (Malchetske/Meyers) to recommend to Green Lake County Personnel to fill the vacant Deputy Director position. All ayes. Motion carried.

Property & Insurance: No report.

IT Committee: No report.

Facilities & Security Committee Report: Feb 14<sup>th</sup> 3:00 p.m.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, February 14, 2012 at 6:00 p.m. at the Green Lake County Government Center U.W. Extension Training Room.**

Future Agenda Items For Action and Discussion: NACO insurance

Committee Discussion: Dissing reported that the County was part of a 7-county consortium that wrote a grant with Lutheran Social Services that was successful. The grant is for integrated safety services to keep children in their own homes by having "in-house" teams go in and deal with safety concerns. The grant award was for \$500,000 a year. Dodge County will be the fiscal agent. In the first year of the grant the goal is to serve 50 families and 150 families in the second year.

The seven counties include Adams, Waushara, Green Lake, Marquette, Sauk, Waukesha and Dodge.

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; Malchetske-aye; Topham-aye; Trochinski-aye; Gonyo-aye; Richter-aye; Piske-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.

Motion/second (Richter/Meyers) to recommend to the Green Lake County Personnel Committee approval of the 12-month evaluation of Shelby Jensen, Economic Support Unit Manager, and pass her to permanent status. All ayes. Motion carried.

Motion/second (Richter/Meyers) to approve the annual evaluations for Donna Richards, Tri-County ADRC Coordinator; Sharon Timm, Mealsite Manager; Ralph Epling, Material Handler; Sherri Wandersee, CIP Aide; and Shirley Davis, Production Aide.

Adjournment: Motion/Second (Richter/Trochinski) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 7:52 p.m.