

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, JUNE 8, 2008 AT 6:00 P.M.

PRESENT: Elden Dallman, Chairman  
Cindy Skipchak, Secretary  
Roberta Erdman, Member  
Joanne Guden, Vice Chair  
Dan Priske, Member  
Bob Malchetske, Member  
Nolan Wallenfang, Member  
Gus Mueller, Member

EXCUSED: Ruth Topham, Member

OTHERS PRESENT: Linda Van Ness, Director  
LeRoy Dissing, Deputy Director  
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 Dallman. After discussion, Guden made a motion to approve the amended agenda to include under Health - "Out of State Conference". Priske-second. All ayes. Motion carried.

Action on Minutes: After discussion, Erdmann made a motion to approve the amended minutes of the 4/8/08 Health & Human Services Board meeting to read under nominations for Secretary - Mueller-second instead of Skipchak; and under Advisory Committee Reports - the correct date is 9<sup>th</sup> not 6<sup>th</sup>. Priske-second. All ayes. Motion carried.

Guden made a motion to seat Mueller at 6:07 p.m. Priske-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): Van Ness thanked Committee members for their excellent Unit presentations at County Board.

Correspondence: None.

Veteran's Service Office Report: Beuthin reported that there will be a new Veteran's Clinic approved to be built in Green Bay. It is anticipated that the clinic will be open approximately 2009-2010.

Beuthin reported that in Appleton an additional clinic has opened there.

Beuthin reported regarding that the volunteer drivers are unhappy with the gas prices. Discussion followed.

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

Advisory Committee Reports: Aging: The next meeting will be held on June 18, 2008 at the Vista Valley Apartment Mealsite.

Guden reported that the Tri-County Advocacy 101 training has been cancelled and something else will be planned in the near future.

Long Term Support: The next meeting will be held on June 18, 2008.

Health Advisory Committee: The next meeting will be held on July 9, 2008.

Family Resource Council: The meeting was held on June 2, 2008. Dallman reported regarding the different programs covered through the Family Resource Council. Discussion followed.

The next meeting will be on August 4, 2008.

Transportation Coordinating Committee: The next meeting will be held on July 24, 2008.

W-2 Committee Report: The next meeting will be held on July 14, 2008.

Advocap/Headstart Report: Mueller reported regarding the recent banquet held at Heidel House on May 15, 2008.

Mueller reported that the next ADVOCAP meeting will be held on June 26, 2008 at Prairieview Headstart.

ADRC Coordinating Committee Report: The next meeting will be held July 10, 2008 in Green Lake County.

Guden reported that the Management Team is working on the vacant Tri-County ADRC Coordinator position. Van Ness explained the process for hiring for this position.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Long-Term Care Reform - Update: Van Ness updated Committee members that Waushara County went Family Care June 1<sup>st</sup>, Marquette County will go July 1<sup>st</sup> and Green Lake County August 1<sup>st</sup>. Discussion followed.

Management Care Organization MOU: Dissing reported that the MOU is expected to be received shortly. Van Ness read a State letter making Green Lake County an "official" Family Care County.

Children & Families Unit: Dissing reported that the Community Response Worker would like to do a presentation at the July 2008 Committee meeting.

Clinical Services Unit: Clinical Services Unit Re-Organization: Van Ness reported to Committee members regarding possible changes within the Clinical Services Unit. Van Ness reported that there is a vacant Clinical Therapist position that will not be filled until after the review.

Van Ness updated Committee members regarding client/staff contact and procedures concerning that. Discussion followed.

Dissing reported that there will be a Crisis Diversion In-Service by staff later in 2008.

Economic Support Services: Van Ness distributed a Department of Workforce Office letter regarding "Upcoming Improvements to Wisconsin's Employment and Training Services". (See attached.) Van Ness updated Committee members regarding the reduction in the number of regional Job Center sites to twelve in the State.

Van Ness distributed a report regarding the number Medicaid recipients in Green Lake County and the cost of those services which is approximately 1 million dollars/month. (See attached.) Discussion followed.

Fox River Industries: Roof: Van Ness reported that three bids have been received regarding repair of the roof versus replacement. Discussion followed. Committee members will be updated.

Fox River Industries Donation: Van Ness directed Committee members to the letter regarding the donation received by Fox River Industries from Berlin United Way in the amount of \$1,889.00 to help sheltered employment programs. Discussion followed.

Vehicle Update: Van Ness reviewed the new transportation coordination planning process. Discussion followed.

Discussion followed regarding making County Board members more aware of the services available at Fox River Industries. It was suggested that County Board members have the various sub-committee meetings there to educate them on how the workshop works and services provided.

Health: Current Health Abatements: Discussion followed regarding the restaurant inspections and checking on such things as selling "home canned" goods at the flea market, etc.

Out-of-State Conference: Van Ness presented a request for Kathy Munsey, Health Unit Manager/Officer, to attend the American Public Health Association (APHA) Annual Convention to be held in San Diego, CA. The expenses will be funded through grant funding from the Fox Valley Public Health Preparedness Consortium bio-terrorism grant. Munsey will be attending the APHA Learning Institute session which costs \$340 (covered by grant funding) which would cost more if taken as a separate class. This is a 6 day conference, October 25-29, 2008. After discussion Skipchak made a motion to recommend to County Board approval for Kathy Munsey, Health Unit Manager/Officer, to attend the American Public Health Association (APHA) Annual Convention to be held in San Diego, CA October 25-29, 2008 with costs covered with grant funding. Mueller-second. All ayes. Motion carried.

Discussion followed regarding the danger of the water level, damage and mold issues. Van Ness reported that on the County website under Health there is information regarding many of the issues related to flooding.

Policies/Procedures Update: Billing/Collections Policy: Van Ness reported this was discussed at the May meeting.

Purchases: None.

Health & Human Services Budget: Budget 2008: No discussion.

Budget 2009: Van Ness distributed the memo from the County Clerk for Committee review. Van Ness updated Committee members regarding the fact that each county is allowed a 2% levy increase by the State which for Green Lake County is approximately \$238,000. Van Ness reported that the directive is for 0% increase. Each Department needs to provide their proposals for cost savings to the County Clerk by July 10, 2008. Van Ness reviewed the four items that departments are to review. (See attached.)

Committee Discussion: Administrative Committee Report: Priske reported regarding the meeting and the celebration of the 150<sup>th</sup> anniversary/birthday of the county at the Green Lake County Fair. Selsing reported that there is a historical informational brochure which contains many historical facts regarding Green Lake County. Discussion followed regarding Priske's help in reducing the costs of laminating the facts which have been collected by the Historical Society.

Dallman also reported that the city of Markesan is also celebrating 150 years.

Finance: Priske reported that financially things are good at this time.

Personnel: Vacant Position(s) Review: Van Ness read a request from Munsey to keep the summer intern through August with extra tobacco funding of \$5,081.00. The intern would be working with the wellness program which ties into the tobacco program. After discussion, Erdmann made a motion to recommend to County Personnel approval of the Summer Intern for August 2008 covered with tobacco funding. Wallenfang-second. All ayes. Motion carried.

Property & Insurance: Van Ness distributed the proposed design plans for review presented by Potter and Lawson. Priske expressed concern regarding the additional cost and clarifying

Discussion followed. (See attached.)

IT Committee: None.

Facilities & Security Committee Report: No discussion.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, July 8, 2008 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion:

Committee Discussion: None.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e): None.

Adjournment: The meeting adjourned at 8:02 p.m. on a motion by Guden. Priske-second. All ayes. Motion carried.