

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, AUGUST 11, 2009 AT 6:00 P.M.

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

EXCUSED: Bob Malchetske, Member

OTHERS PRESENT: Linda Van Ness, Director
John Selsing, Corporation Counsel
Karen Davis, Administrative Assistant
Jerry Beuthin, Veteran's Service Officer
Orrin Helmer, County Board Chair

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, Erdman made a motion to approve the amended agenda to include WCA Resolutions. Guden-second. All ayes. Motion carried.

Action on Minutes: After discussion, Priske made a motion to approve the amended July 14, 2009 minutes to read under "Fraud Program - 2009 - continue fraud **"PROGRAMMING"** for the remainder of 2009 and also amend that "Orrin Helmer, County Board Chair" was present at July 14, 2009 meeting Mueller-second. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: WCA Resolutions: Van Ness reviewed the proposed WCA Resolutions with Committee members. (See attached.) Discussion followed. After discussion, Skipchak made a motion to recommend approval of the WCA resolutions 12-17 to the County Board Chair, Orrin Helmer. Wallenfang-second. All ayes. Motion carried.

Veteran's Service Office Report: Beuthin reported that the application for the transportation grant has been received and will be submitted in the near future.

Beuthin reported regarding the booth that the Veteran's had at the fair and that many consumers stopped at the booth and will be submitting claims and receiving further services from the Veteran's Service Office. Discussion followed.

After discussion, Topham made a motion to approve the Veteran's Service Report. Guden-second. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held September 23, 2009 at the Princeton Senior Center.

Health Advisory Committee: The next meeting will be held October 14, 2009 at 8:00 a.m.

Skipchak reported regarding the letter from the Department of Health Services - State of Wisconsin congratulating Green Lake County Department of Health & Human Services - Health Unit confirming Level II Health Department. Van Ness reported that Dennis Hibray will be at the August 18, 2009 County Board meeting to present the certificate. Discussion followed.

Family Resource Council: The next meeting will be held on September 14, 2009.

Transportation Coordinating Committee: The next meeting will be held August 13, 2009.

W-2 Committee Report: No report.

Advocap/Headstart Report: Mueller reported that the next meeting will be held August 13, 2009 in Neenah.

ADRC Coordinating Committee Report: The next meeting will be held September 10, 2009 in Marquette County.

Unit Reports: Administrative: Van Ness reported that the Health & Human Services Committee hired Jodi Vande Kolk for the Secretary I position. Her start date is August 17, 2009.

Aging/Long Term Care: Long-Term Care Reform - Update (Family Care/County Contribution): No report.

Selsing updated Committee members regarding the decision regarding re-classification of the ADRC Coordinator position to WERC decision to become a union position. The State agreed with the union to make the position a union position. Discussion followed. Committee members will be updated.

Van Ness updated Committee members regarding the part-time Mealsite Manager positions and the union's position regarding laying off part-time positions before full-time positions. Discussion followed.

Children & Families Unit: No discussion.

Clinical Services Unit: Van Ness reported to Committee members regarding the "good" working relationship with the Sheriff's Department.

Economic Support Services: Resolution Related to Organization of Economic Support Unit: Van Ness updated Committee members regarding re-organization in the Economic Support Unit.

Van Ness read a letter of resignation from Angela Nehring, Energy Assistance Coordinator, effective September 15, 2009.

Van Ness reviewed the criteria for replacing the position.

Van Ness explained that the Energy Assistance Coordinator position is the only position of it's kind and needs to be filled. Van Ness reported that the State informed counties that the consumer needs are anticipated to increase 60-70%. After discussion, Guden made a motion to recommend to the Green Lake County Personnel Committee to fill the vacant Energy Assistance Coordinator position. Priske-second. All ayes. Motion carried.

Fox River Industries: Conveyer System - Corn/Manufacturing: Van Ness updated Committee members that the conveyer system was not set up at Fox River Industries but will be in the near future.

Representative Payee Program: Van Ness reported that the Rep Payee program has been set up at Fox River Industries and checks are being cut and issued.

Health: Current Health Abatements: No discussion.

Agent Status/Review: No report.

Out-of-State Training Request: Van Ness reviewed the attached request for Kathy Munsey, Health Unit Manager, to attend the National Association of County and City Health Officials (NACCHO) training. All expenses will be paid through NACCHO. (See attached.) After discussion, Skipchak made a motion to recommend to County Board to approve the request for Kathy Munsey, Health Unit Manager, to attend the National Association of County and City Health Officials (NACCHO) training at no cost to county. Guden-second. All ayes. Motion carried.

Healthy Wisconsin Leadership Team/Grant: See attached.

Night Out for Women's Health: See attached.

Policies/Procedures Update: None.

Purchases: Van Ness presented bids for the purchase of a new vacuum cleaner for the supported employment program at Health & Human Services. Funds will come from FRI janitorial funds: Dyson Animal: Factory Direct Int. Inc. - \$499.00 includes accessories worth \$125.00; Sears - \$499.00 - extra cost for accessories. After discussion, Guden made a motion to approve the purchase of the Dyson Animal from Factory Direct Int. Inc. at a cost of \$499 including accessories. Mueller-second. All ayes. Motion carried.

Health & Human Services Budget: Budget 2009: No report.

State Budget 2009-2011: No report.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: No report.

2009 Carryover Accounts: No report.

Personnel: Vacant Position(s) Review: Selsing reported that each year he sends a letter to department heads regarding upcoming negotiations and management requests. Van Ness reported that the Department will be in contact with Selsing.

Property & Insurance: DHHS Space Update: Committee members were updated regarding progress on the new building project.

Van Ness reported to Committee members regarding the Personal appliance policy request. Discussion followed.

IT Committee: Priske reported regarding the IT meeting. Committee members were updated regarding a couple of generators that have failed to work raising concerns from IT regarding loss of data. It was reported that IT staff were able to save all data so none was lost this time.

Facilities & Security Committee Report: Helmer reported regarding the meeting.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, September 8, 2009 at 5:30 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: 2010 budget

Committee Discussion: None.

Closed Session None.

Adjournment: The meeting adjourned at 6:40 p.m. on a motion by Wallenfang. Topham-second. All ayes. Motion carried.