

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, JULY 12, 2011 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman
Richard Trochinski, Member
David Richter, Member
Joe Gonyo, Member
Nolan Wallenfang, Member
Ruth Topham, Member

EXCUSED: Cindy Skipchak, Secretary
Jack Meyers, Vice Chairman
Bob Malchetske, Member

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
John Selsing, Corporation Counsel
Karen Davis, Administrative Assistant
Shelby Jensen, Economic Support Unit
Manager

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. All ayes. Motion carried.

Action on Minutes: Motion/second (Topham/Richter) to approve the minutes of the 6/14/11 Health & Human Services Board. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: ADHOC Update: The next meeting will be held July 25, 2011.

Board Presentations: 2012 Department of Health & Human Services Budget: Van Ness expressed concerns to Committee members regarding the change of directive from no tax levy increase excluding personnel costs to 3% decrease in tax levy across the board. Discussion followed. Van Ness explained other potential funding cuts from State/Federal programs for Health & Human Services.

Van Ness updated Committee members regarding Family Care.

Discussion followed regarding the sale of the former Health & Human Services building.

Selsing explained the reduction in county costs for retirement/health insurance and contracts and changes between the 2012 and 2013 budget.

Veteran's Service Office Report: 2012 Veteran's Service Budget: Beuthin explained the proposed 2012 Veteran's Service budget to Committee members. Beuthin reported to Committee members that the Lisa Liljegren, Deputy Veteran's Services Officer, has resigned. Discussion followed regarding the vacant position and options. Beuthin explained to Committee members why the position needs to be filled. Discussion followed.

Advisory Committee Reports: Aging: The next meeting will be held on July 20, 2011 at the Princeton Senior Center.

Health Advisory Committee: The July 13, 2011 meeting was cancelled. The next meeting will be held October 12, 2011.

Family Resource Council: The meeting was held on July 11, 2011. Discussion followed.

Transportation Coordinating Committee: The next meeting will be held on August 18, 2011.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Gonyo reported that there will be meeting on Thursday, July 14, 2011.

ADRC Coordinating Committee Report: The meeting was held on June 16, 2011 at Marquette County. Discussion followed.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Long-Term Care Reform - Update: No discussion.

Van Ness updated Committee members regarding the potential that the Family Care cap could be lifted by the end of 2011 or in early 2012.

Food Pantry: The Food Pantry was reported on. There was discussion around the potential of forming a 501C3 for the Food Pantry. It was noted that the Food Pantry will continue but could be relocated if the Department of Health & Human Services (old) is sold.

Children & Families Unit: Dissing reported that the Children & Family Services Unit is working on a Permanency Round Table Grant in which staff from various counties would "brainstorm" would welfare cases that have been in alternate care for more than 6 months. The goal is to try to get the juvenile in a permanent living situation and make sure that everything has been done to make this happen. Dissing reported that there is a six-county consortium working on this grant and that this is a one-year grant for potential funding of \$150,000.00.

Dissing explained to Committee members what permanency options could be utilized for a child that is in alternate care.

Discussion followed regarding concerns with care of children in foster homes.

Clinical Services Unit: Resolution Relating to the Extension of Two Limited Term Employee (LTE) Jail Recidivism Counselors in the Department of Health & Human Services: Dissing presented the "Resolution Relating to the Extension of Two Limited Term Employee (LTE) Jail Recidivism Counselors in the Department of Health & Human Services". Dissing explained the program to Committee members and reported regarding success stories of the program. Motion/Second (Richter/Gonyo) to recommend approval of the Resolution Relating to the Extension of Two Limited Term Employee (LTE) Jail Recidivism Counselors in the Department of Health & Human Services. All ayes. Motion carried.

Economic Support Services: County Income Maintenance Model: Van Ness distributed the report explaining the caseload counts and number of positions needed. Van Ness explained the Income Maintenance model to Committee members. Van Ness reported that there are two potential models: Fiscal Agent Model/ Commission Model - A board with a representative from each county in the consortium and Hub and Spoke model - memorandums of understanding, fiscal agent and consortia and could change to commission model at a later date. Van Ness reported that the Department of Health & Human Services is leaning towards the Hub and Spoke Model for Green Lake County.

Shelby Jensen, Economic Support Unit Manager, explained the call and change center in which the primary employee within the consortium include taking calls all day long regarding changes, appointments, etc. for all county applicants in the program. Each county would have individuals working at the call center.

Van Ness anticipates that Green Lake County would need 3 ½ staff - one worker would be in call/change center all day. Two workers will be doing the front end applications, explaining programs, and enrolling individuals in Income Maintenance programs.

Van Ness reported that caseloads increased Statewide 22% from April to May 2011.

Van Ness reported to Committee members that Green Lake would potentially be part of the Northeast Region consortium which could include the following counties: Outagamie, Sheboygan, Manitowoc, Kewaunee, Waupaca, Waushara, Marquette, Winnebago, Calumet and Green Lake.

Van Ness reported that consortiums have to be formed and approved by the State by October 1, 2011. The State must approve the consortiums by October 31, 2011. Van Ness reported that by Jan 1, 2012 the consortiums must be operational. Discussion followed.

Van Ness reported that because of fiscal reductions, the Green Lake County Job Center is only open on Tuesday and Friday and has moved to a new location at the ADVOCAP building in Berlin.

Fox River Industries: Van Ness reported that Fox River Industries will be looking for a used corn elevator for the squirrel corn production.

Van Ness reviewed purchases at Fox River Industries: 18 gallon curbside recycling bins for corn production line - Global Industrial - \$10.95/bin; BuyGreen.com - \$15.95/bin; and Recycling Supply Co. - \$14.95/bin. Van Ness reported that Schuh will be purchasing 50 recycling bins from Global Industrial, the lowest bidder, at a cost of \$10.95/bin using funds from the Fox River Industries checkbook.

Van Ness reported that Schuh is looking into monthly rental for storage of the squirrel corn product. The second purchase will be rental for warehouse storage unit in Berlin for lack of storage at Fox River Industries due to increased sales volumes. Bids include: Perfection Body & Paint - \$75.00 + \$75.00 security deposit (forklift available on sight) and M & M Warehousing - \$50.00/no security deposit; \$550.00 1 yr advance (no forklift). Schuh will purchase the storage unit from M & M Warehousing, lowest bidder, using funds from the Fox River Industries checkbook.

The third purchase will be folding wire baskets to store finished product cob corn. Bids include: Global Industrial - \$179.95/unit; Atlas - \$189.99/unit; and McMaster Carr - \$192.62/unit. Schuh will purchase 8 folding wire baskets from Global Industrial, lowest bidder, using funds from the Fox River Industries checkbook.

Van Ness reported that these purchases were for informational purposes only since the cost was less than \$200.00/each therefore would not be presented to the Property & Insurance Committee.

Health: Current Health Abatements: None.

Out-of-State Travel for 2 Health Unit Staff for Accreditation (only if grant is funded): No discussion.

Van Ness reported that Mary Robl will begin her position July 25, 2011 as Environmental Health Specialist for Waushara and Green Lake County.

Policies/Procedures Update: None.

Purchases: Van Ness presented a single bid for an additional file pedestal for Betty Bradley, Aging/Long Term Care Unit Manager. Van Ness explained that she was not part of the planning process and needs the additional storage space. There is a single bid to match the present furniture that was installed in the office. The bid is from Environments - The Samuels Group, Inc. at a cost of \$440.55 for a box/box/file pedestal. Motion/second (Gonyo/Trochinski) to approve the purchase of a box/box/file pedestal at a cost of \$440.55 from Environments - The Samuels Group, Inc.. All ayes. Motion carried.

Dissing explained that over the past month, the circuit breaker to the two commercial grade refrigerators was tripped causing the power to these refrigerators to be out for some hours. Although they are on a red outlet that means they are backed up by the emergency generators, the generators only start-up when power to the entire building goes out. Therefore, an alarm has been placed on these outlets to notify the Sheriff's Department when the power to them goes off. Since there is a third refrigerator that has vaccine in it, another red outlet/alarm is needed. Motion/second (Wallenfang/Topham) to approve purchase/installation of the outlet/alarm for the vaccine refrigerator to prevent spoilage. All ayes. Motion carried.

Health & Human Services Budget: Budget 2010: No discussion.

Budget 2011: none.

Budget 2012: Discussed above.

Committee Discussion: Administrative Committee Report: Priske reported that the next meeting will be held August 1, 2011.

Finance: No discussion.

Personnel: Vacant Position(s) Review: Deputy Veteran's Service Officer: Beuthin explained the options for filling the vacant Deputy Veteran's Service Officer position. Beuthin would like permission to present to County Personnel a request to fill this half-time position. Motion/second (Topham/Richter) to recommend to County Personnel to fill the vacant Deputy Veteran's Service Officer position. All ayes. Motion carried.

Property & Insurance: None.

IT Committee: Wallenfang reported that the next meeting will be held August 1, 2011.

Facilities & Security Committee Report: Dissing reported that the next meeting will be held August 2, 2011.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, August 9, 2011 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): Motion/second (Wallenfang/Richter) to move to closed session. Roll call vote. Wallenfang-aye; Richter-aye; Topham-aye; Trochinski-aye; Gonyo-aye; Priske-aye. All ayes. Motion carried.

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

An employee resignation was reviewed by the Committee. Motion/second (Richer/Wallenfang) to recommend to the County Personnel Committee acceptance of the resignation. All ayes. Motion carried.

Adjournment: Motion/Second (Wallenfang/Topham) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 7:44 p.m.