

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 MONDAY, JULY 11, 2016 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman  
Nick Toney, Vice Chairman  
Richard Trochinski, Member  
Joy Waterbury, Secretary  
Brian Floeter, Member  
Harley Reabe, Member  
John Gende, Member

OTHERS PRESENT: Linda Van Ness, Director  
Karen Davis, Administrative Assistant  
Shelby Jensen, Economic Support Unit  
Manager  
Marge Bostelmann, County Clerk

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 5:00 p.m. by Chair Gonyo.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Toney/Waterbury) to approve the amended agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Waterbury/Trochinski) to approve the minutes of the 6/10/16 Health & Human Services Board meeting. All ayes. Motion carried.

Personnel: Vacant Position(s) Review: Child Support Specialist: Jensen, Economic Support Manager, explained that the Child Support Specialist is listed with a generic title and if there is someone hired with experience there would be wage differential. (See attached Justification and Job Description.) Discussion followed. Motion/second (Waterbury/Trochinski) approve job description and justification and recommend filling the position to the Green Lake County Personnel Committee.

Van Ness reported to Committee members that discussion had been held regarding increasing the wage for Shelby Jensen, Unit Manager, due to the additional job duties for child support functions. The recommendation is to increase the wage by \$3.00/hour (\$32.74 to \$35.74). Discussion followed. Motion/second (Trochinski/Reabe) to recommend to the County Personnel Committee to recommend increasing the wage by \$3.00/hour for Jensen, Economic Support Unit Manager. All ayes. Motion carried.

Jensen reported regarding that Calumet County is allowing us to use a LTE for training Child Support staff one to two days per week. Costs would be covered by Child Support allocation. Motion/second (Waterbury/Floeter) to engage Sue Nagel, Calumet County, as LTE for Child Support training to staff. All ayes. Motion carried.

Jensen explained to Committee members regarding the accounting portion of the Child Support will be performed by James Weed, Economic Support Worker.

Van Ness commended Jensen for her efforts in the transition of Child Support.

Appearances: None.

Public Comment (3 minutes): None

Correspondence: None

Committee Appointments: Health & Human Services Board: Health Advisory Committee: Motion/second (Floeter/Trochinski) to appoint Nancy Hoffman to Health & Human Services Board and Health Advisory Committee.

Van Ness reported that she visited Nolan Wallenfang, presented him with plaque for his 40 years of service and thanked him for his service on the Board.

Veteran's Service Office Report: Vandeyacht reported regarding the Veteran's Service Office.

Advisory Committee Reports: Aging: The Senior Picnic will be held on August 12<sup>th</sup>.

Health Advisory Committee: The meeting was held on July 13, 2016.

Family Resource Council: The next meeting will be held September 12, 2016.

Transportation Coordinating Committee: The next meeting will be held on November 16, 2016.

Advocap/Headstart Report: Gonyo reported regarding the meeting. Gonyo reported regarding a homeless shelter created in Berlin.

ADRC Coordinating Committee Report: The meeting was on August 11, 2016 at 1:00 p.m. in Marquette County.

Gonyo recessed the meeting at 5:28 p.m.

Gonyo reconvened the meeting at 5:42 p.m.

Signing of Vouchers: Motion/second (Waterbury/Trochinski) to correct the Children & Family Voucher list minus the duplicates and approve the June 2016 expenses. Roll call vote: All ayes. Motion carried.

Motion/second (Waterbury/Reabe) to approve the Veteran's Service expenses. All ayes. Motion carried.

Unit Reports: Administrative: Audit of Health & Human Services Billing and Accounting progress to date/Schenck - Request for Additional Services: Van Ness updated Committee members that Schenck will be coming to help update policies with Schenck to meet state/federal guidelines for policies/procedures and for tracking grants/reporting.

Aging/Long Term Care: No discussion.

Behavioral Health Unit: Dr. Shirley Dawson will be the Medical Director and Psychiatrist. Van Ness explained that telehealth will be phased out.

Children & Families Unit: See attached report.

Child Support: Discussed above.

Economic Support Services: Jensen reported that on August 18<sup>th</sup> the giveaway for Operation Backpack will be held.

Fox River Industries: Bathroom Remodeling Update: No discussion.

Discussion Regarding Estimates provided by Maintenance on costs to maintain/update repair FRI building: The next meeting will be held on July 18<sup>th</sup> at Fox River Industries. Gonyo explained what happened at the previous meeting.

Health: Current Health Abatements: None.

The June Health and Environmental Health Reports were presented. (See attached.)

Policies/Procedures Update: Van Ness reported that staff are meeting with Schenck to review/revise fiscal policies and procedures to meet State/Federal guidelines.

Purchases: None.

Health & Human Services Budget 2016: No report.

Budget hearing August 8, 2016. 5:00 regular meeting 5:30

Committee Discussion: Director Position: Van Ness reported that the Director position is being advertised and the applications will be reviewed at the next DHHS meeting.

Administrative Committee Report: No meeting.

Finance: Reabe reported regarding the meeting. Reabe stated that the 2017 budget is to have 0% tax levy.

Personnel: Van Ness reported that the Department is advertising to fill three positions: Lead Bus Driver, Substance Abuse Clinical Therapist, and Public Health Nurse/Health Educator.

Property & Insurance: Trochinski reported regarding the meeting.

IT Committee: Waterbury reported regarding the IT Committee meeting.

Facilities & Security Committee Report: No report.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next special Health & Human Services Board meeting will be Monday, July 18, 2016 **at 5:00 p.m. at Fox River Industries.**

**Future regular meeting - August 8, 2016 at the Green Lake County Government Center. Public Budget Hearing - 5:00; Regular meeting - 5:30.**

Future Agenda Items For Action and Discussion:

Adjournment: Gonyo adjourned the meeting at 6:15 p.m..