

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 TUESDAY, MAY 13, 2014 AT 6:00 P.M.

PRESENT: Joe Gonyo, Chairman
Bob Malchetske, Vice Chairman
Cindy Skipchak, Secretary
Richard Trochinski, Member
Carter Richter, Member
Nolan Wallenfang, Member
Joy Waterbury, Member

EXCUSED: Jack Meyers,

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director
Jerry Beuthin, Veteran's Service Officer
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 Dissing.

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

Election of Officers: Dissing introduced and welcomed the new and returning Board members to the Health & Human Services Board.

Dissing opened nominations for Chairman of the Health & Human Services Board. Motion/second (Wallenfang/Malchetske) to nominate Joe Gonyo as Chairman. Dissing questioned three times if there were any other nominations. Hearing none, motion/second (Skipchak/Malchetske) to close the nominations. All ayes. Motion carried. Motion/second (Skipchak/Malchetske) to cast a unanimous ballot for Joe Gonyo for Chairman. All ayes. Motion carried.

Gonyo opened nominations for Vice Chairman of the Health & Human Services Board. Motion/second (Wallenfang/Trochinski) to nominate Bob Malchetske for Vice Chairman. All ayes. Motion carried. Gonyo questioned three times if there were any other nominations. Hearing none, motion/second (Skipchak/Trochinski) made a motion to close the nominations. All ayes. Motion carried. Motion/second (Skipchak/Trochinski) to cast a unanimous ballot for Bob Malchetske for Vice Chairman. All ayes. Motion carried.

Gonyo opened the nominations for Secretary of the Health & Human Services Board. Motion/second (Wallenfang/Malchetske) to nominate Skipchak to serve as Secretary. Gonyo questioned three times if there were any other nominations. Hearing none, motion/second (Malchetske/Wallenfang) to close the nominations. All ayes. Motion carried. Motion/second (Malchetske/Wallenfang) to cast a unanimous ballot for Skipchak for Secretary. All ayes. Motion carried.

The members for the Health & Human Services Personnel Committee were discussed. The following will serve on the Health & Human Services Personnel Committee: Bob Malchetske, Nolan Wallenfang, Dick Trochinski, Joe Gonyo and Cindy Skipchak.

The members for the Health & Human Services Finance Committee were discussed. The following will serve on the Health & Human Services Finance Committee: Jack Meyers, Joe Gonyo, Carter Richter and Joy Waterbury.

Approval of Agenda: Motion/second (Wallenfang/Malchetske) to approve the amended agenda as attached. All ayes. Motion carried.

Action on Minutes: Motion/second (Skipchak/Malchetske) made a motion to approve the minutes of the 4/8/14 Health & Human Services Board meeting. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Skipchak/Wallenfang) to approve the April Health & Human Services vouchers. All ayes. Motion carried.

Motion/second (Skipchak/Wallenfang) to approve the Veteran's Services vouchers. All ayes. Motion carried.

Appearances: None.

Public Comment (3 minutes): None.

Correspondence: Committee Appointments: Dissing presented the recommended appointment of Dan Ariellano, CCS Consumer Parent, to the Family Resource Council. This will be presented to the County Board Chair at the May 2014 meeting. Motion/second (Waterbury/Trochinski) to approve the proposed Committee appointment. All ayes. Motion carried.

Veteran's Service Office Report: Beuthin reported regarding the recent grant received and that it would be spent on staff salaries. Beuthin reported other budget matters.

Robin Colhouer, Deputy Veteran's Service Officer, attended the training on May 5-9, 2014 in Milwaukee to be accredited to handle Veteran's Service claims. She was successful and is awaiting certification to file these claims.

Advisory Committee Reports: Aging: The next meeting will be held on May 21, 2014 at the Markesan Grand River Apartments Mealsite.

Health Advisory Committee: The meeting was held on April 9, 2014. Skipchak reported regarding the meeting. Skipchak reported regarding a training she attended that would help with the mass fatality plan that is being developed. Discussion followed.

Family Resource Council: The next meeting will be held on June 2, 2014.

Transportation Coordinating Committee: The next meeting will be held on November 19, 2014.

Advocap/Headstart Report: Gonyo reported that ADVOCAP distributed the financial statements for Committee review and reported on the last meeting. Discussion followed.

ADRC Coordinating Committee Report: The meeting was held on May 8, 2014. Waterbury reported regarding the ADRC meeting. Discussion followed. The next meeting will be held on July 10, 2014 at 1:00 p.m. at Adams County.

Quad County Family Resource Network Council Committee: The meeting was held on May 8, 2014. Waterbury reported regarding the meeting. Discussion followed. . The next meeting will be held on July 10, 2014 at 1:45 p.m. at Adams County.

Unit Reports: Administrative: Dissing reported regarding a meeting with the Sheriff and Maintenance Supervisor. Dissing discussed options with Committee members to utilize the regular Committee room.

Aging/Long Term Care: Dissing reported that Wal-Mart is donating food to the Berlin/Green Lake Food Pantries, in the amount of approximately 1,000-1,500 pounds per week.

Dissing reported regarding a grant received from Rural Housing, Inc. for \$1,000 to be utilized through a repair program for the elderly.

Dissing reported that a \$20,000 grant award was received for the elderly nutrition program revitalization pilot for the Berlin Senior Center.

Dissing reported regarding a \$1,000 for performance award for 2014 based on the number of cases processed by the Elderly Benefit Specialist.

Dissing reported that the U.W. Extension received a grant to fund a Food Security position which will work with the food pantry to provide food security, expand volunteers, etc. Discussion followed.

Dissing reported that the freezer is currently being installed.

Children & Families Unit: The report was distributed for Committee review. (See attached.)

The Coordinated Services Team Coordinator, Tara Eichstedt, will start on May 17, 2014.

Clinical Services Unit: Robinson reported two resignations: Psychiatric Nurse and Dual Diagnosis Counselor. A LTE nurse will be contracted with in the interim until a new Psychiatric Nurse is hired. Discussion followed.

Robinson reported 1st round of approval of the Regional Comprehensive Community Services Program. Discussion followed. Robinson reported that the next stage is approval from the Division of Quality Assurance.

Discussion followed regarding the Neshkoro School Project.

Economic Support Services: Dissing reported regarding the resignation of Stacy Pethke, Economic Support Worker.

Fox River Industries: Dissing that the Summer Program Aide was hired, Marion Kobishiop. Discussion followed.

Dissing reported interviewing Friday for the DVR Summer Program Aide which is being funded through the State. Discussion followed.

Health: Current Health Abatements: None.

See attached report.

Skipchak reported regarding the well water issue on the south side of Green Lake. Discussion followed.

Summer Intern: Dissing reported that Munsey is requesting permission to hire a summer intern for the Health Unit to help with Community Health Improvement Plan and employee wellness activities. Motion/second (Skipchak/Gonyo) to hire a summer intern for the Health Unit. All ayes. Motion carried.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Budget 2013: Dissing reported that the auditors are reviewing at the current time.

Budget 2014: Dissing reported regarding WIMCR payment received from the State. Discussion followed.

Committee Discussion: Administrative Committee Report: Dissing reported regarding the status of the Corporation Counsel hiring process.

Finance: No discussion.

Personnel: Vacant Position(s) Review: Dissing reported regarding the vacant positions and explained the need to fill these positions: Psychiatric Nurse; Dual Diagnosis Clinical Therapist; and Economic Support Worker positions. Motion/second (Skipchak/Trochinski) to recommend to County Personnel to hire for the positions of Psychiatric Nurse; Dual Diagnosis Clinical Therapist; and Economic Support Worker positions. All ayes. Motion carried.

Dissing explained the potential for the Data Entry Specialist to be vacated in the near future and the need to fill this position as it is an integral part of our new software system being implemented and the position is the back-up for the Receptionist. Dissing would like permission to fill this position if a resignation letter would be received. Discussion followed. Motion/second (Skipchak/Trochinski) to recommend to County Personnel permission to fill this position if the resignation is received. All ayes. Motion carried.

Property & Insurance: Trochinski reported regarding the meeting.

IT Committee: Waterbury reported regarding the April 2014 meeting. The next meeting will be held on May 19, 2014.

Facilities & Security Committee Report: Dissing reported that the meeting was held on May 6, 2014.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, June 10, 2014 at 5:00 p.m. at the Green Lake County Government Center in Conference Room #1106.**

Future Agenda Items For Action and Discussion:

Committee Discussion: No discussion.

Adjournment: Motion/second (Wallenfang/Skipchak) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 7:39 p.m..