

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, NOVEMBER 19, 2013 AT 6:00 P.M.

PRESENT: Cindy Skipchak, Secretary  
Nolan Wallenfang, Member  
Joe Gonyo, Member  
Bob Malchetske, Member  
Richard Trochinski, Member

EXCUSED: Dave Richter, Chairman  
Carter Richter, Member  
Jack Meyers, Vice Chairman  
Ruth Topham, Member

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 6:12 p.m. by Skipchak.

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

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

Action on Minutes: Motion/second (Trochinski/Malchetske) made a motion to approve the minutes of the 10/8/13 Health & Human Services Board meeting. All ayes. Motion carried.

Signing of Vouchers: Motion/second (Malchetske/Trochinski) to approve the November Health & Human Services vouchers. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: Dissing reminded Committee members regarding the WCHSA Conference to be held December 5<sup>th</sup> and 6<sup>th</sup>, 2013. Discussion followed.

Veteran's Service Office Report: Beuthin reported that it was approved for the Veterans Assistance Foundation to utilize DHHS Space and be here on the third Monday of every month. The purpose of this is that through grant funding staff will help with supported services for veteran's families to keep them in the community.

Beuthin reported that he presented at the November County Board meeting. Beuthin presented a report showing benefits that affect the community and help with additional jobs, etc. Discussion followed. (See attached.)

Motion/second (Meyers/Malchetske) to accept the Veteran's Service report. All ayes. Motion carried.

Advisory Committee Reports: Aging: The next meeting will be held on November 20, 2013 at the Green Lake Mealsite Apartments.

Health Advisory Committee: The meeting was held October 9, 2013 at 8:00 a.m. The next meeting will be held on January 8, 2014.

Family Resource Council: The next meeting will be held on December 2, 2013.

Transportation Coordinating Committee: The next meeting will be held on November 22, 2013.

Advocap/Headstart Report: Gonyo distributed the annual report for Committee review.

ADRC Coordinating Committee Report: The meeting was held on November 14, 2013 at Marquette County. Discussion followed.

Quad County Family Resource Network Council Committee: The meeting was held on November 14, 2013 at Marquette County. There was a speaker regarding "Family Values". Discussion followed.

Unit Reports: Administrative: Committed Funds: Dissing and Beuthin presented requests for committed funds to be carried over for another year. There is one account in Veteran's Service for carryover of Veteran's donations and 4 accounts in Health & Human Services - special revenues: HHS Donations; Carryover Economic Support W-2; Carryover FRI Vehicle Outlay and Carryover FRI Building Maintenance. Discussion followed. Motion/second (Malchetske/Skipchak) to approve the carryover committed funds for carryover Veteran's donations and HHS Donations; Carryover Economic Support W-2; Carryover FRI Vehicle Outlay and Carryover FRI Building Maintenance. All ayes. Motion carried.

Aging/Long Term Care: Dissing reported that the food pantry is moving to the front end of the former DHHS building. There has been some remodeling done and the pantry will be ready next week, the week of November 25, 2013. Discussion followed.

Children & Families Unit: See attached report.

Dissing read a letter to Claire Kasuboski, Children & Family Services Dispositional Worker, thanking for efforts to get reimbursement for a stolen vehicle. Discussion followed.

Clinical Services Unit: Dissing read a letter of resignation of Amy Morrissey, Clinical Therapist, with her last day of work being November 22, 2013. Discussion followed.

Dissing read a letter of resignation from Dr. Marianne Niles, PhD. Dr. Niles will help with the transition to a new psychologist.

Vacation Request: Dissing read a vacation request from Melissa Much, Dual Diagnosis Clinical Therapist, requesting 10 days of vacation for her first year of employment. Discussion followed recommending approval of 5 days. Motion/second (Malchetske/Gonyo) to approve five days at start date for Melissa Much, Dual Diagnosis Clinical Therapist. All ayes. Motion carried.

Robinson distributed and explained the Outpatient Clinic Report for October 2013. Discussion followed. (See attached.)

Economic Support Services: Dissing updated committee members regarding the business of the ACA (Affordable Care Act)- Marketplace. There have been presentations and clinics to assist individuals in filling out applications. Discussion followed.

Fox River Industries: Thrift Store Options: Robinson updated Committee members that the Property & Insurance Committee toured the vacant property on Hwy 23. Options were discussed. Discussion followed.

Resolution to Increase Supported Employment Coordinator up to full time: Dissing presented and explained the Resolution to Increase Supported Employment Coordinator to full time - 40 hours per week. Discussion followed. Motion/second (Wallenfang/Trochinski) to approve the Resolution to Increase Supported Employment Coordinator to full time - 40 hours per week. All ayes. Motion carried.

Health: Current Health Abatements: None.

Dissing reported regarding the attached Health and Environmental Health Report.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Budget 2013: Dissing reported that the budget 2013 is proceeding on target.

Budget 2014: Dissing reported that the 2014 budget was approved by County Board on November 12, 2013.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: No discussion.

Personnel: No discussion.

Vacant Position(s) Review: None.

Property & Insurance: No discussion.

IT Committee: No discussion.

Facilities & Security Committee Report: The meeting was held on November 5, 3:00 p.m.. The Judge is decreasing the membership of the committee.

The Board May Confer With Legal Counsel: None.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, December 10, 2013 at 6:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion:

Closed Session per WI Statute 19.85 (1)(c) (employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

None.

Committee Discussion: No discussion.

Adjournment: Motion/second (Gonyo/Trochinski) to adjourn the meeting. All ayes. Motion carried. The meeting adjourned at 7:38 p.m..