

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, DECEMBER 13, 2011 AT 6:00 P.M.

PRESENT: Dan Priske, Chairman
Richard Trochinski, Member
David Richter, Member
Joe Gonyo, Member
Nolan Wallenfang, Member
Cindy Skipchak, Secretary
Jack Meyers, Vice Chairman
Bob Malchetske, Member
Ruth Topham, Member

OTHERS PRESENT: Linda Van Ness, Director
LeRoy Dissing, Deputy Director
John Selsing, Corporation Counsel
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 Priske.
Motion/second. (Malchetske/Meyers) to approve the agenda. All ayes. Motion carried.

Action on Minutes: Motion/second (Trochinski/Skipchak) to approve the minutes of the 11/15/11 Health & Human Services Board. All ayes. Motion carried.

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

Appearances: Public Comment (3 minutes): None.

Correspondence: None.

Board Presentations: None.

Veteran's Service Office Report: Beuthin reported that the Veteran's Service Office will come within the budget for 2011.

Beuthin updated Committee members regarding successful claims for Veteran's service-related claims.

Beuthin explained grant funding anticipated to be received yet.

Beuthin explained to Committee members that the grave markers are paid with tax levy since the county is responsible for cemeteries.

Motion/second (Meyers/Wallenfang) to approve Veteran's Service Report.

Advisory Committee Reports: Aging: The meeting was held on November 16, 2011 at the Markesan Vista Valley Apartments Mealsite. Meyers reported regarding the meeting. (See attached.) The next meeting will be held on January 18, 2012 at the Berlin Senior Center.

Health Advisory Committee: The next meeting will be held on January 11, 2012.

Family Resource Council: The December 5, 2011 meeting was cancelled.

Transportation Coordinating Committee: The meeting was held on November 17, 2011. Trochinski reported regarding the meeting. (See attached.)

Trochinski reported that the grant application was approved for 85.21 Specialized Transportation Association Grant which has been submitted for State approval.

Trochinski reported that the fuel cost contract through the Highway Department is up at the end of the year. It is anticipated that the cost will be going up minimally for 2012.

Selsing reported regarding the Highway Committee meeting and the cost of fuel for 2012 being about the same as 2011.

Trochinski reported that Schuh is getting 3 new vehicles through the grant cycle.

W-2 Committee Report: No meeting scheduled.

Advocap/Headstart Report: Gonyo reported regarding the meeting. Advocap reported that for 2012 the full-time employees have been reduced to 27. Gonyo reported that Advocap is receiving 2.7 million dollars less for 2012 than in 2011. Discussion followed.

ADRC Coordinating Committee Report: The meeting was held on December 8, 2011 at Marquette County. Priske reported regarding the meeting. Priske reported that the Coordinating Committee is writing a resolution to include Adams County in the ADRC. Discussion followed regarding the number of representatives from each county to be on the Coordinating Committee. It was decided that there would be two representatives from each county.

Unit Reports: Administrative: Davis reported regarding the upcoming Angel Tree program giveaway.

Aging/Long Term Care: Family Care Update: No discussion.

Food Pantry: No report.

Children & Families Unit: Two student interns organized a diaper drive with November being diaper month. (See attached article.)

Dissing updated Committee members that received a Social Worker II reclassification request from Melissa Sonntag, Social Worker I to be effective January 4, 2012. Dissing explained the guidelines utilized for this process.

Clinical Services Unit: Job Share Proposal: Dissing reported to Committee members regarding a request for Lindsay Loewe to job share her position. Dissing reported that the request is for job sharing with a counselor in the Jail Recidivism grant. Discussion followed. Dissing will keep Committee members updated regarding this request and the potential to proceed.

Economic Support Services: No discussion.

Fox River Industries: Fox River Industries Maintenance and Property & Insurance Responsibility: Van Ness explained the maintenance responsibilities. Van Ness reported that Schuh, Van Ness, and Dissing met with Marge Bostelmann, County Clerk, and Scott Weir, County Maintenance, to clarify what would be done by County Maintenance. (See attached.)

Van Ness reviewed the 2007 - 2010 income statements showing changes/increases in income. (See attached.) Discussion followed.

Health: Current Health Abatements: None.

Policies/Procedures Update: Ordinance 1010-2011 - Relating to Green Lake County Chapter 228 Smoking and Tobacco Products: Dissing presented and explained the Ordinance 1010-2011 - Relating to Green Lake county Chapter 228 Smoking and Tobacco Products. Discussion followed. Motion/second (Skipchak/Wallenfang) to recommend to County Board to approve the Ordinance 1010-2011 - Relating to Green Lake county Chapter 228 Smoking and Tobacco Products. All ayes. Motion carried.

Corporate Guardianship Fee Payment Policy: Dissing explained the Corporate Guardianship Fee Payment Policy to Committee members. Discussion followed. Motion/second (Skipchak/Gonyo) to approve the Corporate Guardianship Fee Payment Policy. All ayes. Motion carried.

Purchases: None.

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

Budget 2011: Van Ness reported that the Department of Health & Human Services will be in within the budget for 2011.

Budget 2012: No discussion.

Committee Discussion: Administrative Committee Report: Priske reported that the next meeting will be December 16, 2011.

Finance: The next meeting will be December 15, 2011.

Personnel: Skipchak reported that the Board interviewed for the Director Position on December 12, 2011. The Committee recommended LeRoy Dissing as Director.

Discussion followed regarding hiring a Deputy Director and qualities needed and the importance of continuity. Discussion followed. The vacant position will be discussed more at the January meeting.

Vacant Positions: ADRC (Aging & Disability Resource Center) Social Worker/Options & Enrollment Counselor: Dissing reported that this position was vacated by Katie Rodig when she took the Adult Protective Services Worker position. Dissing explained the need to fill the position. Motion/second (Wallenfing/Gonyo) to recommend to fill the ADRC (Aging & Disability Resource Center) Social Worker/Options & Enrollment Counselor position. All ayes. Motion carried.

CLTS Coordinator: Dissing reported that he spoke with Union regarding this position in which position functions were moved from the Aging/Long Term Care Unit and wage adjustment. Dissing reported that he spoke with the Union regarding whether the position should go through the posting process. Dissing reported that the Union said that these changes were okay and clarified that the position did not need to go through the posting process.

Property & Insurance: Richter updated Committee members regarding interest in the former Courthouse building. Discussion followed regarding the purchase of either building and a "condition" report. Discussion followed.

IT Committee: Meyers reported that IT recently upgraded CMHC system for DHHS.

Facilities & Security Committee Report: Dissing reported that the Judge will take over chairmanship and restructuring of the Facilities and Security Committee.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, January 10, 2012 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): None.

Adjournment: Motion/Second (Meyers/Richter) to adjourn the meeting. All ayes. Motion carried.

The meeting adjourned at 7:20 p.m.