

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT THE GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON TUESDAY, MAY 8, 2012 AT 6:00 P.M.

PRESENT: Dave Richter, Member
Cindy Skipchak, Secretary
Carter Richter, Member
Ruth Topham, Member
Nolan Wallenfang, Member
Richard Trochinski, Member

EXCUSED: Joe Gonyo, Member
Bob Malchetske, Member
Jack Meyers, Vice Chairman

OTHERS PRESENT: LeRoy Dissing, Director
Philip Robinson, Deputy Director
Dan Sondalle, Corporation Counsel
Karen Davis, Administrative Assistant
Sue Wendt, County Board Member

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 6:03 p.m. by Dissing. Motion/second (Wallenfang/Topham) to approve the amended agenda to include Green Lake County 85.21 Transportation Policy/Procedure under "Policies/Procedures Update". All ayes. Motion carried.

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/Skipchak) to nominate Dave Richter as Chairman. Dissing questioned three times if there were any other nominations. Hearing none, motion/second (Wallenfang/Skipchak) to close the nominations. All ayes. Motion carried. Motion/second (Skipchak/Wallenfang) to cast a unanimous ballot for Dave Richter for Chairman. All ayes. Motion carried.

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

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

Action on Minutes: Motion/second (Topham/Skipchak) made a motion to approve the minutes of the 4/10/12 Health & Human Services Board meeting. All ayes. Motion carried.

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

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

Appearances: Public Comment (3 minutes): None.

Correspondence: Committee Appointments: Dissing reported that representatives were needed for various sub-committees.

Motion/second (Trochinski/Wallenfang) to nominate Ruth Topham to the Family Resource Council. All ayes. Motion carried.

Motion/second (Skipchak/Topham) to nominate Jack Meyers to the Health Advisory Committee. All ayes. Motion carried.

Motion/second (Skipchak/Wallenfang) to nominate Bob Malchetske to the Aging & Disability Resource Council Advisory Committee. All ayes. Motion carried.

The members for the Health & Human Services Personnel Committee were discussed. Motion/second (Topham/Skipchak) for the following to serve on the Health & Human Services Personnel Committee: Bob Malchetske, Nolan Wallenfang, Dick Trochinski, and Cindy Skipchak. Motion/second (Topham/Skipchak) to have the following members serve on the Health & Human Services Personnel Committee: Bob Malchetske, Nolan Wallenfang, Dick Trochinski, and Cindy Skipchak. All ayes. Motion carried.

The members for the Health & Human Services Finance Committee were discussed. Motion/second (Wallenfang/Skipchak) for the following to serve on the Health & Human Services Finance Committee: Jack Meyers, Ruth Topham, Dave Richter, Carter Richter with Joe Gonyo, alternate to both committees. All ayes. Motion carried.

Dissing presented the remainder of the recommended Committee appointments for the Health & Human Services sub-committees. Motion/second (Skipchak/Wallenfang) to send the recommendations for Committee Appointments to County Board. All ayes. Motion carried.

Veteran's Service Office Report: None.

Advisory Committee Reports: Aging: The next meeting is May 16, 2012 at Dartford Bay Apartments Mealsite.

Health Advisory Committee: The meeting was held on April 11, 2012. (See attached.) Skipchak reported regarding the meeting.

Family Resource Council: The next meeting will be held June 4, 2012.

Transportation Coordinating Committee: Trochinski reported regarding the April 26, 2012 meeting. Concerns were discussed regarding payment for transportation. Policy will be discussed later in meeting. The next meeting will be held on November 15, 2012.

Advocap/Headstart Report: Dissing reported that the Annual ADVOCAP banquet will be held Thursday, May 17, 2012, in Fond du Lac. Tentative attendees include Joe Gonyo, County Board Chair Meyers and Dissing and/or Robinson to attend.

ADRC Coordinating Committee Report: The meeting was held on April 12, 2012. (See attached minutes.) The next meeting will be June 14, 2012 at Marquette County.

Unit Reports: Administrative: NACO and Proact Prescription Drug Discount Programs: Dissing updated Committee members that the Proact Prescription Drug Program will be recommended to the County Board at the May 15, 2012 County Board meeting. Proact representatives will be available for any questions regarding the prescription program.

Health & Human Services Redesign - WCHSA: Dissing directed Committee members to the proposed Health & Human Services Redesign - WCHSA being recommended. (See attached.) Discussion followed.

Dissing presented the Annual Spring WCHSA Conference to be held on May 22, 2012. Any interested Board member should contact Dissing if they would like to attend.

Aging/Long Term Care: Dissing reviewed the monthly aging report. (See attached.) Discussion followed.

Dissing reported that the Adult Protective Services Worker position being is being posted and will be advertised.

Children & Families Unit: Dissing reported regarding out-of-home placements. (See attached.) Discussion followed.

Clinical Services Unit: Dissing reported regarding numerous emergency detentions. Discussion followed.

Dissing reported that Linda Richards, Clinical Services Unit Manager, and Lindsay Loewe, Mental Health/Substance Abuse Counselor are resigning effective June first and their positions are being posted/advertised. Committee members will be updated.

Economic Support Services: W-2 Program Request for Proposals: Dissing updated Committee members that the Request for Proposals for W-2 services (Wisconsin Works) have just come out. Dissing explained the history of the W-2 program to Committee members.

Dissing updated Committee members that the regional areas were changed and Green Lake County is included in a 17-county region. The new regional areas are totally different than any in any other consortium program. Dissing stated that there can only be one management entity per region. Discussion followed. Committee members will be updated regarding the status of this.

Fox Valley Workforce Development Board (FVWDB): Dissing updated Committee members regarding happenings within the Fox Valley Workforce Development Board. Discussion followed regarding the audit concerns. Dissing reported that the audit findings had millions of dollars as questionable spending. This has been reduced to \$126,000. Dissing explained the process and measures being taken to correct the audit exceptions. Committee members will be updated.

Fox River Industries: No report.

Health: Current Health Abatements: None.

The Health Unit report was distributed for review. (See attached.)

Policies/Procedures Update: Green Lake County 85.21 Transportation Policy/Procedure: Dissing distributed the proposed Green Lake County 85.21 Transportation Policy/Procedure for Committee review. Dissing explained that this policy is to help ensure payment for transportation trips provided through the grant. Dissing reported that contact was made with the Department of Transportation who said that it is okay for counties to charge a fee for rides. Discussion followed.

Dissing reported that this policy would be take effect on June 1, 2012. Dissing reported that there is an established co-pay and that final rates will be dependent on the distance of the trip. Fees would be collected at the time transportation services are being provided. Different options to ensure collection were discussed. (See attached.)

Motion/second (Skipchak/Topham) to approve the proposed Green Lake County 85.21 Transportation Policy/Procedure. All ayes. Motion carried.

Purchases: None.

Health & Human Services Budget: 2011 Audit: Dissing reported that the 2011 audit is still being finalized. Dissing reported at least one procedural finding.

Budget 2011: No report.

Budget 2012: No discussion.

Committee Discussion: Administrative Committee Report: No report.

Finance: No report.

Personnel: Vacant Position(s) Review: None.

Property & Insurance: No report.

IT Committee: Wallenfang reported that the Information Technology Department is busy upgrading software for all departments.

Facilities & Security Committee Report: Robinson reported regarding the meeting. Discussion was held regarding the recent drills: fire, tornado, lock-down. Overall, the consensus was that the drills went well with small changes being made. Building security issues were discussed.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, June 12, 2012 at 6:00 p.m. at the Green Lake County Government Center.**

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/Trochinski) to move to closed session. Roll call vote. Wallenfang-aye; Trochinski-aye; Topham-aye; Skipchak-aye; C. Richter-aye; D. Richter-aye. All ayes. Motion carried.

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

The six-month evaluation was reviewed for Amanda Greening, Financial Employment/Social Services Planner. Motion/second (Wallenfang/Skipchak) to recommend to the Green Lake County Personnel Committee approval of the 6-month evaluation of Amanda Greening, Financial Employment/Social Services Planner, and pass her to permanent status. All ayes. Motion carried.

Adjournment: Motion/second (C. Richter/Wallenfang) to adjourn the meeting at 7:48 p.m. All ayes. Motion carried.