

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT THE HEALTH & HUMAN SERVICES CENTER, 500 LAKE STEEL ST, GREEN LAKE, WI 54941 ON TUESDAY, JULY 8, 2008 AT 6:00 P.M.

PRESENT: Elden Dallman, Chairman
Cindy Skipchak, Secretary
Roberta Erdman, Member
Joanne Guden, Vice Chair
Dan Priske, Member
Nolan Wallenfang, Member
Gus Mueller, Member
Ruth Topham, Member

EXCUSED: Bob Malchetske, 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 Dallman. After discussion, Priske made a motion to approve the amended agenda to move "Closed Session" up in the agenda when all attending are present. Mueller-second. All ayes. Motion carried.

Action on Minutes: After discussion, Guden made a motion to approve the minutes of the 6/10/08 Health & Human Services Board meeting. Wallenfang-second. All ayes. Motion carried.

Skipchak was seated at 6:04 p.m.

Signing of Vouchers: After discussion, Mueller made a motion to approve the July Health & Human Services and Veteran's Services vouchers. Guden-second. All ayes. Motion carried.

Appearances: Public Comment (3 minutes): None.

Correspondence: None.

Veteran's Service Office Report: None.

Advisory Committee Reports: Aging: The meeting was held on June 18, 2008 at the Vista Valley Apartment Mealsite.

Guden reported on the following:

- There will be one State office for the Aging Programs and that the Bay Area Agency on Aging will be disbanded by December 2008.
- The Wisconsin Prevention Summit will be held on July 17-18, 2008 in Appleton, WI with the focus on "Living Well with Chronic Conditions and Stepping on -- Falls Prevention".
- The Wisconsin Counties Association will be hosting an "Aging Summit" in Madison on August 19-20, 2008.

- There will be "National Family Caregiver Support/Information and Assistance" trainings to be held for the I & A workers in ADRC's and aging units in September and October at various locations throughout the State.
- The ADRC Conference will be October 13-15, 2008 in Appleton.
- The recent Feinstein Challenge netted \$13,000.00 cash and approximately 800 pounds of food for the food pantry.
- August 1, 2008, Green Lake County will be transitioning to Family Care. She distributed the required forms and information for Committee review. Guden reported that there will be 87 consumers transitioning and 69 on waiting list to be re-assessed.
- The Senior Picnic will be held on August 8th with a theme of "Let the Games Begin". The cost is \$5.00/person with Pick & Save being contracted with to provide the food.
- It is anticipated that funds for the congregate mealsites will be over budget by October. The Committee is going to review options which will be presented at the next meeting.

The next meeting will be held August 20, 2008 at the Berlin Senior Center.

Long Term Support: The meeting was held on June 18, 2008. This was the last meeting of the COP - Long Term Support Committee and it was recommending disbanding this Committee as in Family Care there will be an advisory committee for the programs.

Health Advisory Committee: The next meeting will be held on July 9, 2008.

Family Resource Council: The next meeting will be held August 4, 2008.

Transportation Coordinating Committee: The next meeting will be held on July 29, 2008 at 9:30 a.m.

W-2 Committee Report: The next meeting will be scheduled at a later date.

Advocap/Headstart Report: Mueller reported regarding that the last meeting which was held on June 26, 2008. Mueller reported that Richard Schlimm, one of the original organizers of ADVOCAP, was present at the meeting. Discussion followed.

ADRC Coordinating Committee Report: The next meeting will be held July 10, 2008 in Green Lake County.

Closed Session per WI Statute 19.85 (1)(c)(f) & (g) and 19.85(1)(e): After discussion, Priske made a motion to move to closed session. Guden-second. Roll call vote. Priske-aye; Guden-aye; Topham-aye; Mueller-aye; Skipchak-aye; Erdman-aye; Wallenfang-aye; Dallman-aye. All ayes. Motion carried.

Return to Open Session for Decision: After discussion, Priske made a motion to adjourn closed session and return to open session. Topham-second. Roll call vote. All ayes. Motion carried.

The next Department of Health & Human Services Personnel meeting will be held Monday 14, 2008 at 4:30 p.m.

Unit Reports: Administrative: No discussion.

Aging/Long Term Care: Long-Term Care Reform - Update: Discussed above.

MOU between Green Lake County and Care Wisconsin First: Van Ness reported that this has been reviewed and signed.

ADRC Coordinator-Update: Dissing updated Committee members regarding the vacant ADRC Coordinator position. Internal candidates are being interviewed. Committee members will be updated.

COP/LTC Committee - Letter: Discussed above.

Children & Families Unit: No report.

Clinical Services Unit: Clinical Services Unit Re-Organization: Dissing reported that management is reviewing ways to utilize the vacant Therapy position to best effectively serve consumers. Revenues are being reviewed and Dissing will be making a presentation at the August Department of Health & Human Services Committee meeting.

Economic Support Services: No discussion.

Fox River Industries: Roof: Van Ness reported that the final decision has not been made yet. Committee members will be updated.

Van Ness read a letter of resignation for Natasha Franke, CIP Aide, effective July 22, 2008. Discussion followed. Van Ness reported that this is a needed position and would like permission to take the request to County Personnel for approval to advertise and hire for the CIP Aide position. After discussion, Guden made a motion to recommend to County Personnel filling the vacant CIP Aide position. Skipchak-second. All ayes. Motion carried.

Health: Current Health Abatements: No discussion.

Van Ness distributed the flood information/damage for Committee review and explained what's been happening around the county. Discussion followed.

The monthly Health Unit Report was distributed for review.

Policies/Procedures Update: None.

Purchases: None.

Health & Human Services Budget: Budget 2008: No discussion.

Budget 2009: Van Ness distributed the Departmental response to the County Finance memo which is to be submitted to the County Finance Committee by July 10, 2008. (See attached.) Van Ness reviewed the memo with Committee members. Discussion followed.

Committee Discussion: Administrative Committee Report: No discussion.

Finance: No discussion.

Personnel: Vacant Position(s) Review: Van Ness explained Munsey's request for a summer intern to continue for 4 extra weeks and be paid with tobacco funding of \$5,081.00. She will be working with a coalition of people looking at a county-wide smoking ban and other health related issues. Discussion followed. Van Ness will be presenting the request to the County Personnel Committee on July 10, 2008 for clarification.

Dissing read a request from Linda Richards, CSP Clinical Coordinator, for an extension of 40 hours of vacation time past her anniversary date of July 17, 2008 due to staff shortages and family leave. After discussion, Skipchak made motion to recommend to County Personnel to approve an extension 40 hours of vacation time for Linda Richards, CSP Clinical Coordinator, past her anniversary date of July 17, 2008. Guden-second. All ayes. Motion carried.

Property & Insurance: Committee members reviewed the newest proposed building plans. Discussion followed. It was reported that at the next Property & Insurance meeting the estimated cost of the building project will be presented.

IT Committee: The next meeting will be held July 14, 2008.

Facilities & Security Committee Report: No report.

Future Meeting Date: The next Health & Human Services Board meeting will be held on **Tuesday, August 12, 2008 at 6:00 p.m. at Health & Human Services.**

Future Agenda Items For Action and Discussion: 2009 budget

Committee Discussion: None.

Adjournment: The meeting adjourned at 7:32 p.m. on a motion by Wallenfang. Topham-second. All ayes. Motion carried.