

**HUMAN SERVICES DEPARTMENT MEETING MINUTES**  
**Board Meeting Minutes**  
**January 28, 2016**

Present: Ed Kelley, Sherry Johnson, Susan Theer, Jeanette Bomberg, Gary Steber, Pat Dooley, Holly Stratton Others: Jen Steber, Rebecca Kelley, Janet Nanninga Excused: Jackie Halada Absent: Dawn Hirn

S.Johnson called the meeting to order at 5:45p.m. Roll Call noted members present with Jackie Halada being excused and Dawn Hirn being absent.

Motion by S. Theer, seconded by H.Stratton, the Board unanimously approved the agenda as posted.

Motion by S.Theer, seconded by G.Steber, the minutes of the December 10, 2015 meeting were unanimously approved.

Motion by E.Kelley, seconded by G.Steber, the December 2015 and January 2016 expenditures were approved unanimously. It is understood that client identifying information is blacked out to protect client confidentiality and that staff approval for all expenditures is present before payments are made.

**NEW BUSINESS:**

**Children's Community Options Program:** J.Steber explained the new C-COP program requirements inclusive of an Advisory Committee. Motion by J.Bomberg, seconded by G.Steber, the Board voted unanimously to merge the COP Committee and C-COP Committee and advertise for vacant committee positions in order to meet necessary requirements.

**Emergency Government—COOP/COG (Counseling):** J.Steber explained the need for formal MOU's with area Mental Health Counselors based on requirements laid out in the Emergency Management plans. Motion by J.Bomberg, seconded by G.Steber, the Board voted unanimously to seek formal MOU's with mental health counselors for the purposes of Emergency Management plans.

**Interagency Group Meeting:** J.Steber and R.Kelley outlined growing concerns in the community related to drug access and abuse by youth. A group of community stakeholders have met to discuss the issues and recommendations will be made and information will be obtained by various Committees and Groups in an effort to provide education and awareness re: the concern.

**OLD BUSINESS:**

**Emergency Detention Grant:** J.Steber noted the emergency detention grant application was approved by DHS. Approximately \$26,000 was awarded to the Department in order to become compliant with 2015 Wisconsin Act 55 which becomes effective July 1, 2016.

**Family Care Update:** J.Steber noted that DHS is scheduled to submit a concept paper to Joint Finance by April 1<sup>st</sup> with a draft paper done by the end of February. Public hearings are scheduled to be held in March.

**Alternate Care Update**—A written report was reviewed by the Board. There is currently one treatment foster home placement, one foster home placement, and two kinship care placements. One voluntary kinship case request remains in process.

**Update on Purchase of Service Contract Activity:** A written year-end report was reviewed by J.Steber.

**Child and Family and Long Term Support Update:** R.Kelley and J.Nanninga gave written year-end reports related to Child and Family and Long Term Support programming. J.Steber indicated the Department would be advertising for Community Waiver program providers.

**Director's Update:**

- Update on school-based mental health programming—approved at January School Board meeting.
- Motion by G.Steber, seconded by P.Dooley, the Board voted unanimously to approve February and March staff trainings as presented.
- The Department will be closed on February 25 for staff training. However, staff will be reachable during business hours.
- J.Steber noted an upcoming discussion with DHS and Health Care Access and Accountability and Division of Long Term Care re: DHS's Aging and Disability Resource Center and Income Maintenance Integration Study.
- J.Steber indicated the many Assembly Bills being considered which will have an impact on Human Services delivery.

**Board Member Concerns/Future Agenda Items:** None

**Adjourn:** Motion by E.Kelley, seconded by H.Stratton, the meeting was adjourned.

Next Meeting: **THURSDAY, March 10, 2016 at 5:45pm.**