

## **HUMAN SERVICES DEPARTMENT MEETING MINUTES**

### **Board Meeting Minutes**

**May 27, 2015**

**Present:** Ed Kelley, Sherry Johnson, Pat Dooley, Susan Theer, Jeanette Bomberg, Holly Stratton, Gary Steber, Dawn Hirn , Pat Dooley (seated at 5:33p.m.), Sherry Johnson (seated at 5:35p.m.) **Excused:** Jeanette Bomberg, Jackie Halada **Others:** Jen Steber, Rebecca Kelley, Janet Nanninga

H. Stratton called the meeting to order at 5:30p.m. Roll Call noted those members present. Jackie Halada and Jeanette Bomberg were excused.

Motion by Theer, seconded by G.Steber, the Board unanimously approved the agenda as posted.

Motion by E.Kelley, seconded by Theer, the minutes of the March 25, 2015 and April 21, 2015 meeting were unanimously approved.

Motion by G.Steber, seconded by Theer, the March-May 2015 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.

*Pat Dooley was seated at 5:33p.m.*

### **NEW BUSINESS:**

**Purchase of Service Provider-St. Mary's Hospital:** J.Steber informed the Board that Corporation Counsel has recommended the use of an alternate hospital until contract language disputes can be resolved. Brown County will be the primary hospital used when emergency placements are necessary.

*Sherry Johnson was seated at 5:35p.m.*

**Corporation Counsel:** J.Steber noted the Department would likely need to seek new representation in CY2017 for Emergency Detention casework.

**2016 Budget Planning:** A draft 2016 budget will be shared with the Board at its July meeting. A listing of Department initiatives was shared with the Board.

### **OLD BUSINESS:**

**Alternate Care Update**—A written report was reviewed by the Board. The Department has one current residential placement and one voluntary kinship care placement.

**Update on Purchase of Service Contract Activity:** J.Steber reported hospitalizations but all were dismissed.

**Child and Family and Long Term Support Update:** R. Kelley reported the likelihood of the RCC placement being transferred to another facility. She further reported on a grant opportunity between Human Services and The Caring House. J.Nanninga reported on LTS programming and staff.

### **Director's Update:**

- 2015-2017 Budget Updates: J.Steber updated the Board on budget progress impacting Human Services programming.
- WHEAP Season Summary: J.Steber provided a program summary report of WHEAP activity.
- CST Program Update: J.Steber provided an Enrollment Status Report outlining current CST case demographics.

- All Staff Training May-July2015: Motion by Stratton, seconded by Theer, the Board unanimously approved the HSD training log as submitted.

**Closed Session:** Motion by G.Steber, seconded by Theer, the Board voted unanimously to adjourn to closed session pursuant to State Statue 19.85 1 (c) for the purpose of CST Coordinator and Accounting Assistant staff evaluations. All ayes.

**Open Session:** Motion by G.Steber, seconded by E.Kelley, the Board voted unanimously to reconvene to open session. All ayes.

Motion by G.Steber, seconded by Stratton, the Board voted unanimously to forward the staff evaluation recommendations to the Personnel Committee for consideration.

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

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

Next Meeting: July 29, 2015 at 5:30pm

**Acronyms:**

WHEAP: Wisconsin Home Energy Assistance Program

CST: Coordinated Services Team

HSD: Human Services Department

MOU: Memorandum of Understanding

RCC: Residential Care Center

LTS: Long Term Support

CY: Calendar Year