

## HUMAN SERVICES DEPARTMENT MEETING MINUTES

### Board Meeting Minutes

October 13, 2016

Present: Ed Kelley, Susan Theer, Jeanette Bomberg, Gary Steber, Diane Stanley, Holly Stratton, Dawn Hirn, Sherry Johnson, Others: Jen Steber, Rebecca Kelley, Janet Nanninga

Sherry Johnson called the meeting to order at 5:45p.m. Roll Call noted all members were present.

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

Motion by G.Steber, seconded by Bomberg, the minutes of the August 23, 2016 meeting were unanimously approved.

Motion by E.Kelley, seconded by G.Steber, the August/September 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:

**Board Member Applications:** The Board reviewed three applications. Motion by Bomberg, seconded by G.Steber, the Board voted unanimously to accept the application of Jim Dunkel and forward to County Board for approval.

**2017-2019 Board Member Appointments:** Motion by G.Steber, seconded by Bomberg, the Board voted unanimously to approve Sherry Johnson, Susan Theer, and Dawn Hirn to the HSD Board and forward to County Board for approval.

**WHEAP/Housing Coordinator Resignation and Replacement process:** The Board accepted, with regret, Breanna Brolin's resignation letter. The position was vacated on October 7, 2016. J.Steber presented a replacement plan. Motion by J.Bomberg, seconded by G.Steber, the Board voted unanimously to approve the replacement plan with the understanding that if the process changes, J.Steber will present another option. During the transition, additional hours of current staff may be necessary.

**Coordinated Services Team Coordinated Resignation and Replacement process:** The Board accepted, with regret, Breanna Brolin's resignation letter. The position will be vacated as of December 1, 2016. J.Steber presented a replacement plan. Motion by J.Bomberg, seconded by G. Steber, the Board voted unanimously to approve the replacement plan with the understanding that if the process changes, J.Steber will present another option.

**Family Care Update:** J.Steber shared information related to the RFP process and the map of Regions which were selected by DHS. A MCO is expected to be announced in January 2017.

**Alternate Care Update**—A written report was reviewed by the Board.

**Update on Purchase of Service Contract Activity:** One placement since the last Board meeting. Ongoing costs are expected.

**Child and Family and Long Term Support Update:** R. Kelley updated the Board on case activity including success with Job Corp. She went on to note a tour she attended of Lincoln Hills. J.Nanninga updated the Board LTS program activity.

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

- Motion by G. Steber, seconded by Theer, the Board voted unanimously to approve the October-December staff trainings as presented.
- J.Steber shared a letter written by a CST family re: the positive impact of the CST program. She went on to note the current program/client status.

**Board Member Concerns/Future Agenda Items:** A tentative list of 2017 Board meetings was shared with the Board.

**Adjourn:** Motion by Stratton, seconded by G.Steber, the meeting was adjourned.

Next Meeting: **THURSDAY, December 8 at 5:45p.m.**

**ACRONYMS:**

CST—Coordinated Services Team

RFP—Request for Proposals

MCO—Managed Care Organization

DHS—Department of Health Services

LTS—Long Term Support