

HUMAN SERVICES DEPARTMENT MEETING MINUTES
Board Meeting Minutes
October 28, 2015

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

S.Johnson called the meeting to order at 5:30p.m. Roll Call noted all members present.

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

Motion by Stratton, seconded by Dooley, the minutes of the August 26, 2015 meeting were unanimously approved.

Motion by Bomberg, seconded by Theer, the August-October 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.

NEW BUSINESS:

Board Member Appointments: Motion by Bomberg, seconded by Theer, the Board voted unanimously to forward the recommendation to County Board to renew HSD Board terms for Dooley, Stratton, and E.Kelley beginning January 2016-December 2018.

Review and Approve CY2015 Budget Revisions: J.Steber noted several budget revisions and will forward to County Finance for information. The budget revisions will not negatively affect County Levy. Motion by Stratton, seconded by Bomberg, the Board voted unanimously to accept the budget revisions and forward to Finance.

IDL Regional Model Implementation: J.Steber noted an upcoming program meeting that will discuss the regional service delivery. Ongoing updates will be given at future meetings.

Early Head Start: Motion by Theer, seconded by Bomberg, the Board voted unanimously to explore and implement the Early Head Start program for Florence County.

OLD BUSINESS:

Family Care Update: J.Steber outlined a conference call held with the State re: family care implementation. Florence County will move to Family Care when Family Care 2.0 is developed—not sooner. The timeline for implementation is January 2017 or at a date determined by Department of Health Services.

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.

Update on Purchase of Service Contract Activity: A verbal report was given. Overall expenditures are current with budget.

Child and Family and Long Term Support Update: R.Kelley gave a verbal activity report. J.Steber discussed SB326 and SB280 and will forward information to the Legislative Advisory Committee. J.Nanninga gave a verbal activity report noting two program audits with results to be shared a future Board meeting.

Director's Update:

- All Staff Training October 2015-January 2016: Motion by Stratton, seconded by G.Steber, the Board unanimously approved the HSD training log as submitted.

- Update on Florence County Mental Health Assessments (no longer performed by HSD staff at Dickinson Hospital).
- Policy change surrounding Mental Health Assessment Supervision effective July 1, 2016.
- Emergency Assistance kiosk for Forward Service assistance (coming soon)

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 staff evaluations. All ayes.

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

Motion by Theer, seconded by Stratton, the Board voted unanimously to approve the recommended wage increase for the Accounting Assistant position, based on one-year of successful employment and performance evaluations, and forward to Personnel for approval.

Board Member Concerns/Future Agenda Items: None

Adjourn: Motion by Bomberg, seconded by Theer, the meeting was adjourned.

Next Meeting: **THURSDAY, DECEMBER 10, 2015 at 5:45pm.**

Acronyms:

WHEAP: Wisconsin Home Energy Assistance Program

IDL: Independent Living Program

CST: Coordinated Services Team

HSD: Human Services Department

RCC: Residential Care Center

LTS: Long Term Support

CY: Calendar Year