

**Human Services Board Meeting Minutes
February 24, 2014**

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

Johnson called the meeting to order at 6:00p.m. Roll Call noted those members present and Halada was excused.

Motion by Stratton, seconded by G.Steber, the agenda was unanimously approved as posted.

The minutes of January 29, 2014 should indicate that S.Theer was present. Motion by G.Steber, seconded by Dooley, the minutes of the January 21 and 29, 2014 meetings were unanimously approved with the correction.

Motion by E.Kelley, seconded by G.Steber, the VP 2013 invoices and February 2014 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:

CCS Service Expansion: J.Steber shared information outlining program expansion. Motion by G.Steber, seconded by Stratton, the Board voted unanimously to delay CCS Service Expansion until CY2015.

CST Resolution: Motion by Bomberg, seconded by Stratton, the Board voted unanimously to forward the CST Resolution to County Board as required under the CST guidelines. The resolution designates HSD as the Administering Agency of CST.

CST Coordinating Committee: Motion by E.Kelley, seconded by Bomberg, the Board unanimously approved the CST Coordinating Committee as required under 46.56(3).

CST Position Description: Motion by Bomberg, seconded by G.Steber, the Board unanimously approved the CST Position Description and recommended to Personnel for approval.

CST Position Supporting Documentation: J.Steber shared supporting documentation including cost and purpose of the position as required under the Administrative Policy Manual (new position). Motion by Bomberg, seconded by Stratton, the Board voted unanimously to approve the documentation and forward to the appropriate Committee's as outlined in the policy.

Request to Approve a Client Specific Adult Family Home: Motion by E.Kelley, seconded by Stratton, the Board voted unanimously to table this item until March 2014.

Man Therapy Suicide Prevention Sponsorship: Motion by G.Steber, seconded by Theer, the Board voted unanimously to support the Man Therapy Suicide Prevention Sponsorship. Departments will use their judgment in the materials distributed.

Alternate Care Update: No update

Update on Purchase of Service Contract Activity: One placement since January; however, costs were covered under Medical Assistance.

Child and Family and Long Term Support Updates: No updates

Directors Update:

All Staff Training Approvals: No trainings.

Child Care Certification Review: The Department will be participating in a required Child Care Certification review with Department of Health Services staff in late March.

2014 Birth To Three Program MOE: Discussions are being held with DHS regarding Florence's Birth to Three MOE with a request to consider caseload fluctuations and the inability to meet high MOE amounts.

Board Member Concerns/Future Agenda Items: AFH Approval.

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

Next Meeting: Wednesday, March 26, 2014 at 5:30pm

Acronyms:

CCS: Comprehensive Community Services

CST: Coordinated Services Team

DHS: Department of Health Services

MOE: Maintenance of Effort

AFH: Adult Family Home