

FLORENCE COUNTY HUMAN SERVICES DEPARTMENT
October 15, 2020
BOARD MEETING MINUTES

Present: Sherry Johnson, Susan Theer, Ed Kelley, Charles Kellstrom, Vicki Antonini
Present (Via Phone:) Cinde Nichols, James Dunkel
Excused: Gary Steber
Absent: Tom Jonet
Others present: Jen Steber, Janet Nanninga, Rebecca Kelley

Roll: S. Johnson called the meeting to order at 5:00p.m. Roll Call noted those members present (in-person and via phone), with G.Steber being excused and T.Jonet as absent.

Agenda: Motion by S.Theer, seconded by V.Antonini, the agenda was unanimously approved as posted.

Minutes: Motion by V.Antonini, seconded by J.Dunkel, the minutes of the August 13, 2020 meeting were unanimously approved after a correction was noted to report T.Jonet as present.

Financial Reports: Motion by J.Dunkel, seconded by E.Kelley, the Board voted unanimously to approve the August-September 2020 expenditures. 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.

Staff Training: J.Steber noted staff are participating in virtual trainings; therefore, no out-of-town travel has been necessary.

Child and Family Unit Report: R.Kelley provided a verbal report related to Child and Family Unit activity noting one out-of-home placement has been turned over to the State.

Community Services Unit Report: J.Nanninga provided a verbal report related to activity since the last meeting, noting upcoming plans to share information related to Elder Abuse and Adult Protective Services reports and how it affects numerous Departments.

Northern Income Maintenance Consortium:

Economic Support Specialist Resignation: Motion by S.Theer, seconded by E.Kelley, the Board voted unanimously to accept, with regret, the resignation of Colleen King effective October 16, 2020.

Economic Support Replacement Process: J.Steber provided an update on the replacement process.

HOUSING and WHEAP: J.Steber reviewed the written WHEAP activity report prepared by Kristina Williams, WHEAP Coordinator.

Directors Report:

Ad Hoc Hiring Committee: Motion by S.Theer, seconded by E.Kelley, the Board voted unanimously to have one member of the Personnel Committee, also serving on the HSD Board, along with two other HSD Board

representatives to serve on all future hiring committees (based on availability). A total of three (3) Board members will serve on all future hiring panels per Administrative Policy.

Appoint Board Member for Administrator Performance Review: Sherry Johnson, HSD Board Chairperson, will perform the Administrator Performance Review no later than November 13, 2020. All HSD Board members are invited to complete an evaluation form and return it to the District 1 County Mailbox.

Board Member Comments for Future Agenda Items: None

Adjourn: Motion by V.Antonini, seconded by E.Kelley, the Board unanimously adjourned.

Next Meeting: Thursday, December 17, 2020 at 5:00pm.