

## HUMAN SERVICES DEPARTMENT MEETING MINUTES

### October Board Meeting

October 30, 2017

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

Sherry Johnson called the meeting to order at 5:30p.m. Roll Call noted those members present with Dawn Hirn and Jeanette Bomberg being excused.

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

Motion by G.Steber, seconded by S.Theer, the minutes of the September 18, 2017 meeting were unanimously approved.

Motion by E.Kelley, seconded by S.Theer, the September-October 2017 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:**

##### **Resolution to approve Human Services as the Administering agency for Children's Community Options Program (CCOP)**

Motion by H.Stratton, seconded by S.Theer, the Board voted unanimously to approve HSD as the administering agency for CCOP.

##### **Resolution to form a Comprehensive Community Services (CCS) Regional Services Model with Marinette and Oconto**

**Counties:** Motion by G.Steber, seconded by H.Stratton, the Board voted unanimously to lay this item on the table until the summer of 2018.

**Regional CCS Intergovernmental Agreement:** Motion by G.Steber, seconded by H.Stratton, the Board voted unanimously to lay this item on the table until the summer of 2018.

**MOU between Libertas and Florence County HSD:** Motion by H.Stratton, seconded by D.Stanley, the Board voted unanimously to approve the MOU between Libertas and Florence County HSD.

**Opioid Litigation-County Board Resolution:** Discussion took place regarding the litigation and resolution. J.Steber will forward questions to HSD Board Chairperson, S.Johnson, for further discussion at County Board related to the requirements and expectations of County staff and data collection.

**Appoint two Board members for Department Head Evaluation:** Motion by G.Steber, seconded by H.Stratton, the Board voted unanimously to appoint S.Theer and S.Johnson to complete the HSD Director evaluation. Evaluation packets were distributed to all Board members who expressed interest in providing input to the evaluation (D.Stanley, J.Dunkel, S.Johnson, H.Stratton, S.Theer).

**Reclassify HSD Accounting Assistant/Program Assistant:** Motion by G.Steber, seconded by J.Dunkel, the Board voted unanimously to approve the pay grade adjustment as recommended by HR Investment and HSD Director and forward to Personnel for approval.

**Brand New Day School Services:** J.Steber provided information related to school based mental health services and noted a recent meeting with the School District, CESA-8, Brand New Day Counseling, and Representative Mursau. Discussion took place re: the importance of the services within the school and ongoing discussions and work that needs to occur in order to maintain the services.

**Update on Purchase of Service Contract Activity:** J.Steber noted recent activity in September and October resulting in hospitalizations and other residential placements. J.Steber informed the Board of reduced services at the ADAPT Clinic in Niagara due to the loss of therapy staff. Further noting the complete loss of AODA therapy services in Niagara. AODA Services

will be provided through the Marinette office and through St. Mary's-Koller Behavioral Health clinics in Crandon and Eagle River. Additional mental health and AODA resources will continue to be pursued.

**Child and Family and Long-Term Support Update:** R.Kelley noted the high volume of Child Welfare and Child Protective Services intakes. J.Nanninga noted new processes in the CLTS program, CST case referral, increased activity in Adult Protective Services and Elder Abuse. J.Steber provided an alternate care report and expressed concern re: the state of our community and surrounding communities noting the high volume of mental health, alcohol and other drug abuse, and safety intakes (both adult and youth) and the effect on the Department, partnering agencies, and community members. J. Steber requested that any concerns re: Human Services programming and processes be forwarded to her directly.

**Director's Update:**

- Motion by G.Steber, seconded by S.Theer, the Board voted unanimously to approve the November 2017 staff trainings as presented.
- CST Update: J.Steber provided a written Enrollment Status Report (3 active cases, 1 active referral being processed).
- All Staff Training: Motion by G.Steber, seconded by D.Stanley, the Board voted unanimously to approve the All Staff Training day on December 7, 2017. J.Steber noted other County offices would be notified of the office closure and staff would be available to respond to emergencies.

**Board Member Concerns/Future Agenda Items:** School Based Mental Health Services, Mental Health and AODA Service providers

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

**NEXT MEETING: Tuesday, December 5<sup>th</sup> at 5:30PM.**

**ACRONYMS:** CLTS—Children's Long Term Support Waiver, CST—Coordinated Services Team, AODA—Alcohol and Other Drug Abuse,