



THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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MINUTES OF THE HUMAN SERVICE BOARD OF FOREST, ONEIDA AND VILAS COUNTIES

Date and Time of Meeting: **Wednesday, August 16, 2017, 6:00 P.M.**

Recorder*: Judy Citro, Human Resource, Facilities & Operations Manager

*Minutes reflect the recorder's notations of actions taken and are subject to approval by the appropriate Committee and/or Board.

MEMBERS PRESENT: David Campbell, Ted Cushing, Jenny Henkel, Dick Johns, Bill Korrer, Ronald Kressin, Harland Lee, Paul Millan, Maggie Peterson, Charles Rayala, Tom Rudolph, Ken Storms, Alan VanRaalte

MEMBERS EXCUSED: Dave Hintz, Paul E. Spencer, Jr., Nancy Tauer

MEMBERS ABSENT: None

STAFF PRESENT: Judy Citro, Tamara Feest, Lynn Probst, Kelly VonOepen

OTHERS PRESENT: Ron Henkel, Gail Chapman, Bill Freudenberg, Su Borem, Jane Hendricks

I. MEETING CONVENED

The meeting of The Human Services Board was called to order by Chairman Peterson at 6:05 P.M. It was noted that the agenda had been distributed to all members and that the meeting had been announced in accordance with the Wisconsin Open Meetings Law.

II. APPROVAL OF THE MINUTES

Motion by Rudolph, seconded by Millan to:

APPROVE THE MINUTES OF THE MEETING OF JULY 19, 2017.

All ayes; motion carried.

III. PUBLIC COMMENT – 2018 BUDGET

Chairman Peterson called for public comments on the 2018 Human Service Center Budget. There were no public comments.

IV. FAMILY CARE UPDATE

Feest presented on the Family Care transition including the signed MOU's, weekly calls with DHS, and remaining clients from each county waiting to transition.

V. VACANCIES AND RECRUITMENT UPDATE

Posted position include MH Therapist, AODA Therapist, Special Educator. One Occupational Therapist was interviewed.

VI. REPORT OF THE PERSONNEL COMMITTEE

Lee reported on the meeting of 8/7/17. Minutes had been distributed. There were no questions following the report.

VII. REPORT OF THE BUILDING AND GROUNDS COMMITTEE

Cushing reported on the meeting of 8/9/17. Minutes had been distributed. There were no questions following the report.

VIII. REPORT OF THE BEHAVIORAL HEALTH COMMITTEE

Rayala reported on the meeting of 8/10/17. Minutes had been distributed. There were no questions following the report.

IX. REPORT OF THE FINANCE COMMITTEE

Peterson reported on the meeting held prior to Board.

A. State Hospital Report: Data on State hospitalization costs was distributed and reviewed including increased number of placements, lengths of stay, costs per county, and how to budget these costs.

B. County Family Care Contribution Impacts on 2018 HSC Budget: Action Item

The impact of the Family Care transition was discussed including the current projected budget deficit (\$396,316 in State facilities alone) and potential effect on the 2018 budget. The issue of the CCOP/CLTS program/funding oversight for 2018 was reviewed. Options for the budget short-fall for 2018 including using unrestricted reserve funds; having each county be responsible for cost of State facility placements for their residents (may not be a viable option under the 51.42 status of the agency); and the ramifications of cutting programs/staff and exhausting the reserve.

Motion by Cushing, seconded by Millan to:

AS FORWARDED BY THE FINANCE COMMITTEE, APPROVE ANY INCREASE IN THE 2018 HUMAN SERVICE CENTER BUDGET, NOT TO EXCEED \$1.5M, BE TAKEN FROM THE UNRESTRICTED RESERVE.

All ayes; motion carried.

C. Next Phase Lower Level Project: Action Item

Bids for this project had not been received prior to this meeting. No action taken.

D. 2018 Adjusted Systems Budget: Action Item

Changes to the 2018 systems budget were reviewed including removal of some depreciation cost; transfer of Koinonia building costs to a specific program budget; Netsmart project-related licensing/maintenance costs for 2018; and employee cost reassignment to programs.

The adjusted budget amount was \$1,060,934.00—an increase of \$46,427.00.

Motion by Cushing, seconded by VanRaalte to:

AS FORWARDED BY THE FINANCE COMMITTEE, APPROVE THE REVISED SYSTEMS BUDGET IN THE AMOUNT OF \$1,060,934.00.

All ayes; motion carried.

X. NEXT MEETING DATES

A. Board: Wednesday, September 20, 2017, 6:00 P.M. (AV Excused)

B. Audit: Thursday, August 17, 2017, 2:00 P.M.

C. Behavioral Health: Thursday, September 14, 2017, 3:00 P.M. (AV Excused)

D. Building & Grounds: None Scheduled

E. Developmental Disabilities: Wednesday, September 13, 2017, 3:00 P.M.

F. Finance: Wednesday, September 20, 2017, 5:00 or 5:30 P.M.

G. Personnel: Wednesday, September 13, 2017, 2:00 P.M.

H. Policy: Monday, September 11, 2017, 3:00 P.M.

XI. ADJOURNMENT

There being no further business, motion by Cushing seconded by Rudolph to:

ADJOURN THE MEETING.

All ayes; motion carried.

Meeting adjourned at 6:50 P.M.