



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, July 19, 2017, 6:00 P.M.**

Recorder*: Michelle Bellile, Administrative Assistant

*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, Dave Hintz, Dick Johns, Bill Korrer, Ronald Kressin, Harland Lee, Paul Millan, Maggie Peterson, Charles Rayala, Tom Rudolph, Ken Storms, Nancy Tauer, Alan VanRaalte

MEMBERS EXCUSED: Paul Spencer, Jr.

MEMBERS ABSENT: None

STAFF PRESENT: Tamara Feest, Lynn Probst, Kelly VonOepen

OTHERS PRESENT:

I. MEETING CONVENED

The meeting of The Human Services Board was called to order by Chairman Peterson at 6:21 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 Tauer, second by Rudolph to:

APPROVE THE MINUTES OF THE MEETING OF JUNE 21, 2017.

All ayes; motion carried.

III. FAMILY CARE UPDATE

Feest provided the following enrollment update, specific to the number of consumers receiving services through The Human Service Center: Forest County has completed enrollment for agency consumers, Oneida County has enrolled 61 out of 99 agency consumers, and Vilas County has enrolled 24 out of 58 agency consumers. Oneida County will be fully transitioned by October 1, 2017 and Vilas County will be fully transitioned by September 1, 2017.

Memorandum's of Understanding have been signed with both Managed Care Organizations and a contract for Behavioral Health services has been signed with Lakeland Care and is in progress with Community Link.

Feest and staff continue weekly meetings with the Aging Disability Resource Center of the Northwoods and with Wisconsin Department of Health Services.

Feest clarified information regarding County contributions from the June 2017 meeting. Feest reported the area responsible for sharing of cost should have been stated as the County and not the County's Social Service Department. Feest discussed the Family Care County Contribution spreadsheet and how it is not applicable. It is Feest's opinion that the best course of action is to complete a realistic agency budget and determine the amount of dollars needed for appropriation and divide that amount by the County percentage allocations currently in use.

IV. VACANCIES AND RECRUITMENT UPDATE

Feest updated on new hires and open positions as reported in the individual committee meetings.

V. REPORT OF THE BEHAVIORAL HEALTH COMMITTEE

Chair Rayala reported on the meeting of 7/6/17. There were no questions.

VI. REPORT OF THE DEVELOPMENTAL DISABILITIES COMMITTEE

Chair Millan reported on the meeting of 7/12/17. There were no questions.

VII. REPORT OF THE FINANCE COMMITTEE

Chair Peterson reported on the meeting held prior to this Board.

A. Children's Community Options Program Lead Agency: Action Item

Feest provided an update on progress since the June 2017 Board meeting. A draft resolution was distributed and Feest discussed the need to include risk reserve and disposition of funding. Feest informed the Board of the motion passed at Finance and the included amendment to the resolution regarding risk reserve disposition. Motion by

Cushing, second by Henkel to:

APPROVE AND FORWARD THE RESOLUTION WITH THE AMENDMENT AS READ.

All ayes; motion carried.

B. Coordinated Services Team Resolution: Action Item

Feest distributed and discussed the proposed resolution and subsequent motion passed at the Finance Committee meeting allowing the Vilas County Department of Social Services to administer the Coordinated Services Team initiative for Vilas County.

Motion by Cushing, second by Tauer to:

APPROVE THE COORDINATED SERVICES TEAM INIATIVE AND RESOLUTION FOR VILAS COUNTY.

All ayes, motion carried.

C. 2018 Systems Budget: Action Item

The 2018 Systems Budget worksheet was distributed and discussed. Discussion occurred on several changes from the 2017 budget, including depreciation. It was noted that clarification on depreciation and county responsibility versus depreciation for financial reporting purposes is needed. Motion by Cushing, second by Hintz to:

ACCEPT THE 2018 SYSTEMS BUDGET IN THE AMOUNT OF \$1,112,890.00.

All ayes, motion accepted.

VIII. CLOSED SESSION

A. The Board may consider a motion to adjourn into closed session pursuant to:

1. Section 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
2. Section 19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The topics discussed in closed session are: (1) allegations made by a former employee concerning a management employee; (2) management's response to the allegations; and (3) a report from management concerning discipline issued to certain employees from conduct in relation to a Human Service Center client(s). The Board will reconvene in open session immediately following the closed session and take action, if any, on any matter discussed in closed session.

Motion by Hintz, second by VanRaalte to:

ADJOURN INTO CLOSED SESSION

Roll call vote:

Aye: Campbell, Cushing, Henkel, Hintz, Johns, Korrer, Kressin, Lee, Millan, Peterson, Rayala, Rudolph, Storms, Tauer, VanRaalte.

No:

Adjourned into Closed Session at 6:49 P.M.

IX. RETURN TO OPEN SESSION

Motion by Cushing, second by Tauer to:

RETURN TO OPEN SESSION

Roll call vote:

Aye: Campbell, Cushing, Henkel, Hintz, Johns, Korrer, Kressin, Lee, Millan, Peterson, Rayala, Rudolph, Storms, Tauer, VanRaalte

No:

Returned to Open Session at 7:15 P.M.

Chair Peterson reported no action taken in closed session.

Motion by Cushing, second by Tauer to:

ON BEHALF OF THE ENTIRE HUMAN SERVICES BOARD, BOARD CHAIR PETERSON AND EXECUTIVE DIRECTOR FEEST TO DRAFT AND SEND A LETTER IN RESPONSE TO THE LETTER RECEIVED BY THE FORMER EMPLOYEE.

All ayes, motion carried.

Cushing, as Chair of the Building and Grounds Committee, stated the management employee discussed shows grace under pressure. Board member Tauer stated the management employee discussed is friendly, very hardworking and performs a lot of hard work behind the scenes.

X. NEXT MEETING DATES

A. Board: Wednesday, August 16, 2017, 6:00 P.M.

B. Audit: Thursday, July 20, 2017, 2:00 P.M.

C. Behavioral Health: Thursday, August 10, 2017, 3:00 P.M.

D. Buildings & Grounds: Wednesday, August 9, 2017, 1:00 P.M.

E. Developmental Disabilities: Wednesday, August 9, 2017, 3:00 P.M.

F. Finance: Wednesday, August 16, 2017, 5:00 or 5:30 P.M.

G. Personnel: Monday, August 7, 2017, 2:00 P.M.

H. Policy: On Hold

XI. ADJOURNMENT

There being no further business, motion by Rudolph, second by Tauer to:

ADJOURN THE MEETING.

All ayes, motion carried.

Meeting adjourned at 7:27 P.M.

Respectfully submitted:
Michelle Bellile
Administrative Assistant