



# 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, May 19, 2021, 5:00 P.M.**

Recorder\*: Angela Paddock, Human Resource and 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:** Cheri Collins, Ted Cushing, Jennifer Dornfeld (phone), Bill Korrer, Ron Kressin, Harland Lee, Paul Millan, Maggie Peterson, Ken Storms, Nancy Tauer (phone), Bob Thome, Jr. (video), Holly Tomlanovich, Alan VanRaalte

**MEMBERS EXCUSED:** Cindy Gretzinger

**MEMBERS ABSENT:** none

**STAFF PRESENT:** Tamara Feest, Keith Haselton, Angela Paddock

**OTHERS PRESENT:** Sarah Diedrick-Kasdorf, Daniel Foth

I. **MEETING CONVENED**

The meeting of The Human Services Board was called to order by Chair Korrer at 5:00 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 Tomlanovich, seconded by Millan to:

**APPROVE THE MINUTES OF THE MEETING OF APRIL 21, 2021.**

All ayes: motion carried.

III. **BOARD TRAINING PRESENTATION: AGENDAS AND MINUTES**

Sarah Diedrick-Kasdorf, Deputy Director of Government Affairs at Wisconsin Counties Association presented a training to the Human Services Board on the open meeting rules with respect to minutes and agendas.

IV. DIRECTOR'S REPORT

- A. Vacancies and Recruitment Update: Feest provided an update on the current vacancies; the part-time Mental Health Technician is on hold and we received resignations from our part-time Speech Language Pathologist and part-time DD Secretary.
- B. Lobby Updates: The front lobby updates were completed utilizing trauma-informed design principles. The before and after photos were displayed.
- C. Mental Health Awareness Month: Channel 12 will be spotlighting HSC during the Month of May; this week they will focus on the Emergency Services Program and the last week will be the outpatient clinic.
- D. 2020 Annual Report: Feest presented the 2020 Annual Report that will be distributed to all county board members. Feest will be presenting the report at future county board meetings in addition to each of the county Social Services committee meetings.

V. REPORT OF THE DEVELOPMENTAL DISABILITIES COMMITTEE – 5/12/2021  
Lee reported on the meeting of May 12, 2021. Minutes had been distributed and there were no questions following his report.

VI. REPORT OF THE BEHAVIORAL HEALTH COMMITTEE – 5/13/2021  
Kressin reported on the meeting of May 13, 2021. Minutes had been distributed and there were no questions following his report.

VII. REPORT OF THE ADMINISTRATION COMMITTEE – 5/13/2021

- A. Vending Machine Funds: Action Item  
Motion by VanRaalte, seconded by Tomlanovich to:  
**TRANSFER 100% OF THE VENDING MACHINE FUNDS TO THE SUNSHINE FUND.**  
All ayes: motion carried.
- B. Financial Update: Auditors are present and will be verifying the 2020 financials. Haselton noted that after the CLTS reconciliation, HSC will most likely realize a surplus around \$711K. For 2021, the CCS and CRS revenues to date are low due to delays in implementing the new clearinghouse. They should be more in line next month.
- C. Position Change Status:  
Speech Language Pathologist: Action Item – Feest noted this position is currently classified as a part-time position; however, she is requesting the flexibility to convert to a full-time position if needed. The Administration Committee approved and forwarded to the full Board for consideration.  
Motion by VanRaalte, seconded by Cushing to:  
**APPROVE STATUS CHANGE FOR THE PART-TIME SPEECH LANGUAGE PATHOLOGIST POSITION AT THE DISCRETION OF THE EXECUTIVE DIRECTOR.**  
All ayes: motion carried.

VIII. BOARD MEETING TIMES

Chair Korrer requested input on what time the full Board should meet going forward. It was decided that 5:00 P.M. will remain the start time until August when it will revert to 4:00 P.M.

X. NEXT MEETING DATES

A. Administration: Thursday, June 10, 2021 at 4:00 P.M.

B. Board: Wednesday, June 16, 2021 at 5:00 P.M.

C. Behavioral Health: Thursday, June 10, 2021 at 3:00 P.M.

D. Developmental Disabilities: Wednesday, June 9, 2021 at 3:00 P.M.

E. Operations: On hold

VIII. ADJOURNMENT

There being no further business, Chair Korrer adjourned the meeting at 6:28 P.M.

Angela Paddock  
Human Resources and Operations Manager