

3/5/2014 - Minutes

1. There Is No Agenda For This Meeting. Please See Minutes.

MINUTES (approved)

HEALTH & HUMAN SERVICES BOARD MEETING

FINANCIAL SUB-COMMITTEE MEETING

MARCH 5, 2014

CONFERENCE ROOMS A & B, 1ST FLOOR NORMAL BUILDING

Vice-Chair Bruce Jilka called the meeting to order at 8:30 a.m.

Members present: Bruce Jilka and John Walasek

Members excused: None

Others present: Mary Hahn, Marilyn Schreuder, Maggie Obadal, Krisan Bastil, Bob Kopisch, Nick Trimner, Dr. Peter Dahlie, Travis Nez and Paula Kock

PUBLIC COMMENTS – None

AMENDMENTS TO THE AGENDA – None

APPROVAL OF 01/15/14 FINANCE MINUTES-HUMAN SERVICES – Motion (Walasek/Jilka) to approve 01/15/14 Human Services Finance Sub-Committee minutes. Motion carried.

REVIEW AND APPROVAL OF HEALTH & HUMAN SERVICES VOUCHERS

2013

Master Voucher #53 (includes Aging, Public Health and Human Services - \$263,448.68).

Period 13 interface batch - \$26,253.96. This voucher includes payment for: foster care, group care, RCC and kinship care for children.

Period 13 special batch - \$16,668.60. This voucher includes payment for: CSP reimbursement, telephone bills, C&Y bills, training reservations, meals & meal delivery, supplies for Safe & Stable program & nutrition site, Alzheimer's support group meetings, family planning services, etc.

Period 13 board batch - \$166,273.25. This voucher includes payment for: C&Y bill, long term support bills, postage, second half of 2013 Family Care contribution, CSP reimbursement, animal control officer, reimburse rep. payee account for purchase of checks, etc.

Period 13 late batch - \$8,731.08. This voucher includes payment for: CSP bill, RCC HealthCheck costs, background checks, insurance billing forms, and family planning services.

Period 14 early batch - \$13,213.95. This voucher includes payment for: CSP reimbursement, CSP bill, aging bills, and dental hygiene services.

Period 14 special batch - \$8,949.50. This voucher includes payment for: long term support bills.

Period 14 board batch - \$23,007.22. This voucher includes payment for: CSP bills, long term support bills, C&Y bill, and family planning services.

Period 14 late batch - \$351.12. This voucher included payment for: RCC HealthCheck costs.

County credit card charge - \$2,075.00. This is for: Strong Woman Program equipment for evidence based program for Wellness grant.

2014

Master Voucher #2 (included Aging, Public Health and Human Services - \$148,730.55).

January special batch - \$1,300.00. This voucher includes payment for: General Relief burial and legal services out of Elder Abuse funds.

January board batch - \$6,194.90. This voucher includes payment for: CSP reimbursement, office rent, subscription renewal, office supplies, and volunteer mileage.

January late batch - \$4,828.43. This voucher includes payment for: CSP reimbursement, drug screen equipment & tests, and WIC supplies.

February early batch - \$6,200.48. This voucher includes payment for: CSP reimbursement, consultation fees for ISP program & MH/AODA Coalition, telephone bills, postage stamps, small claims satisfaction fee, aging bills, volunteer mileage, subscription renewal, etc.

February interface batch - \$26,949.56. This voucher includes payment for: foster care, group care, and kinship care for children.

February special batch - \$14,228.79. This voucher includes payment for: MH/AODA bill, CSP reimbursement, consultation fees for AODA program, 2014 training contribution, C&Y bills, meal delivery, training registration/expenses, gas cards for FSET program, nutrition site supplies, membership dues, office rent, family planning/dental supplies, travel expenses, etc.

February board batch - \$60,860.40. This voucher includes payment for: long term support bills, background checks, &Y bills, CSP reimbursement, postage, supported employment, training reservation, meals & meal delivery, sites rent, volunteer mileage, telephone bill, medical supplies, medical waste disposal, advertising, animal control officer, etc.

February late batch - \$28,167.99. This voucher includes payment for: CSP reimbursement, CSP bills, Jan-June ES computer connectivity charges, family planning/dental supplies, and subscription renewal.

January mileage & expenses = \$4,268.00 (Human Services=\$3,352.92 and Health=\$915.08).

Motion (Walasek/Jilka) to approve Health & Human Services vouchers totaling \$418,522.23. Motion carried.

ADJOURN – Meeting adjourned at 8:42 a.m. by Vice-Chairman Jilka.

Respectfully submitted,

Maggie Obadal

Fiscal & Administrative Supervisor

MINUTES (approved)

HEALTH & HUMAN SERVICES BOARD MEETING

MARCH 5, 2014

CONFERENCE ROOMS A & B, 1st Floor, Normal Building

Vice-Chairman Bruce Jilka called the meeting to order at 9:00 a.m.

ROLL CALL – Members present: James Coe, Dr. Peter Dahlie, Bruce Jilka, Paula Kock, Travis Nez, John Vlach, John Walasek, and Dennis Wartgow

Members excused: None

Members absent: None

Others present: Mary Hahn, Marilyn Schreuder, Maggie Obadal, Michelle Edwards, Nick Trimner, Bob Kopisch, and Stephanie Daniels from The Bee

INTRODUCTIONS: MARILYN SCHREUDER, DIRECTOR, DHHS; PAULA KOCK, RN, BOARD MEMBER: M. Hahn introduced Marilyn Schreuder as the new Director of DHHS and Paula Kock as the RN representative on the Health & Human Services Board. Each of them gave a brief overview of their background. Board members then introduced themselves and welcomed each lady.

REVIEW ANY AMENDMENTS TO THE AGENDA – None.

PUBLIC COMMENTS – Due to her upcoming retirement effective March 14th, Mary Hahn was presented a Certificate of Appreciation for her 24 plus years of service to Price County residents from the Health & Human Services Department and Board. In addition, she received a letter from Governor Walker and awards of appreciation from other state departments.

M. Obadal introduced Amber Meyers who started her employment with Price County on January 21st. She is a 67% Fiscal Assistant in the Fiscal/Administrative Unit. She was welcomed into the Department.

COMMUNICATION AND CORRESPONDENCE – None.

APPROVAL OF MINUTES FROM 01/15/14 HEALTH & HUMAN SERVICES BOARD MEETING AND 01/27/14 INTERVIEW MEETING – OPEN & CLOSED – Motion (Walasek/Wartgow) to approve 01/15/14 Health & Human Services Board meeting and minutes – open & closed. All aye. Motion carried.

PUBLIC HEALTH DIVISION – Michelle Edwards provided all updates.

Update on Dental Grant Application – No update at this point in time.

Public Health Mutual Aid Agreement for Incident Response – M. Edwards presented a Multi-County Mutual Aid Agreement for Incident Response in the event of a public health emergency. Leanna Samardich reviewed the document and requested review from Bruce Marshall. Mr. Marshall recommended that the county insurance provider should review the agreement and suggested it would be best to get full county board approval. There was discussion about charges, tracking charges and billing for charges. Even if a Mutual Aid Agreement for Incident Response is signed a county has the right to say "no" if they do not have staff available to assist another county. Motion (Walasek/Coe) to approve Mutual Aid Agreement as presented. All aye. Motion carried. A draft resolution for approval should be presented at the next Health & Human Services Board meeting so that it can be signed and get on the April County Board agenda.

SENIOR SERVICES DIVISION – M. Hahn provided the update.

Janine is working on the self-evaluation to see where she is in the 3 year plan. The evaluation will be presented first to the Council on Aging Advisory Committee on Monday, March 10th and then brought before this Board at the next meeting.

DISABILITIES AND PROTECTIVE SERVICES/ADRC DIVISION – M. Hahn provided the update.

Carol McLaughlin was the County Board representative to the ADRC Governing Board and the Health & Human Services Board representative to the Council on Aging Advisory Committee. A replacement for each will be needed and the suggestion made would be to wait until after April elections and the new Board is established to recommend replacements.

INCOME MAINTENANCE DIVISION – M. Hahn provided the updates.

Income Maintenance (IM) Consortium and workload – Work continues to come in due to the additional applications coming over from the Marketplace. Performance standards remain good. Ways to track productivity for Child Care workers are in place and benchmarks are being met. Clients are being services. Overall the Northern Income Maintenance Consortium is doing well.

Potential for Overtime on an as-needed basis – The Consortium received a batch of approximately 2600 applications from the Marketplace for people who will now be eligible for BadgerCare. Overtime will be needed to handle the increased workload. Overtime would be limited to 5 hours per week, is on a voluntary basis and can only be worked when a supervisor is on duty. PPACA funds will be covering the overtime.

CHILDREN & YOUTH DIVISION

No updates other than Children in Need of Protective Services (CPS) referrals have increased and juvenile delinquency referrals remain average.

FISCAL AND ADMINISTRATIVE DIVISION

Budget Amendments & Financial Reports – M. Obadal provided the information. A draft of potential budget amendments were handed out at the meeting and discussed. A final set of budget amendments will be presented at the next meeting. Financial reports for 2014 sent in Board packets were reviewed.

High Cost Placement Reports – M. Obadal reviewed the reports that were sent in Board packets.

DIRECTOR REPORT

No additional report.

Request for vacation carryover (2 days) beyond 90 days – M. Hahn informed the Board that she had unused vacation time that was carried over for 90 days per County policy. She asked for approval to use 2 of those carryover days beyond the 90 day limit for carryover. She planned to use them on Friday, March 7th and Monday, March 10th. Motion (Vlach/Wartgow) to approve carryover request. All aye. Motion carried. (On 3/11/14 M. Hahn formally rescinded her request.)

Motion (Vlach/Coe) to convene in closed session at 9:50 a.m. in accordance with the exemptions contained in the Wisconsin Statutes section 19.85(1)(c) consideration of employment, promotion, compensation or performance evaluation of any public employee subject to the jurisdiction or authority of governing for the purpose of:

3 month evaluation – Registered Dietitian, Public Health Division

3 & 6 month evaluation – Nutrition Site Manager – Kennan Site – Senior Services Division

6 month evaluation – Social Worker, Children & Youth Division

3 month evaluation – Economic Support Specialists – Income Maintenance Division

Roll Call – Coe, aye; Dahlie, aye; Jilka, aye; Kock, aye; Nez, aye; Vlach, aye; Walasek, aye; Wartgow, aye. Motion carried.

Reconvened into open session at 10:19 a.m.

ACT ON CLOSED SESSION ITEMS – Motion (Wartgow/Vlach) to accept 3 month evaluation for Danielle Hoffman, Registered Dietitian-Public Health Division; 3 & 6 month evaluation for Teresa Rick, Nutrition Site Manager-Kennan Site-Senior Services Division; 6 month evaluation for Tom Eckels, Social Worker-Children & Youth Division; and 3 month evaluation for Beth Lukes and Nikki Robertson, Economic Support Specialists-Income Maintenance Division and forward to Personnel. All aye. Motion carried.

SET DATE & TIME FOR NEXT BOARD MEETING – The next meeting of the Health & Human Services Board is set for Wednesday, April 2, 2014. Finance Sub-Committee will start at 8:45 a.m. and full Board at 9:00 a.m.

ADJOURN – Meeting adjourned at 10:23 a.m. by Vice-Chairman Bruce Jilka.

Respectfully Submitted,

Maggie Obadal

Fiscal & Administrative Supervisor