

***Polk County Human Services Department
Board Meeting Minutes
May 17, 2007***

<i>Present:</i>	Bryan Beseler Robert Blake John Gyllen Julie Hildebrand	Larry Jepsen David Markert Kenneth Olson Keith Rediske
<i>Also:</i>	Phyl Brown Kay Confer Rick Gates Sherry Gjonnes	Rich Kammerud Pat Kirkwood Malia Malone Cal Schladweiler
<i>Press:</i>	None	

Chairman Keith Rediske called the meeting to order at 8:03 a.m.

Verification of Meeting Notice

As requested, Ms. Brown reported the meeting was properly noticed.

Approval of Agenda

Motion to approve the agenda made by Mr. Jepsen, seconded by Ms. Hildebrand. Mr. Blake noted that Corporation Counsel may attend the meeting to provide information related to the impact of staff shortages on the Corporation Counsel's office. Mr. Kammerud and Rev. Rediske expressed their concern about this information not being presented to the Department Head prior to being presented to the Human Services Board.

Motion to approve amended agenda made by Mr. Blake, seconded by Mr. Jepsen. All in favor. Motion carried.

Approval of Minutes

Motion to approve the April 19, 2007 Meeting Minutes made by Mr. Beseler, seconded by Mr. Olson. All in favor. Motion carried.

Public Comments

None.

Approval of Vouchers

Motion to approve the vouchers made by Mr. Blake, seconded by Mr. Gyllen. All in favor. Motion carried.

Appointment of Voucher Subcommittee for June 21, 2007

The Voucher Subcommittee for June 21, 2007 will be Mr. Beseler, Mr. Jepsen, and Mr. Olson.

Veterans Service Report

Mr. Gates distributed and reviewed the monthly Veterans Service Report. Year-to-date information will be provided in June.

Recent Activities:

- NWCVSO Meeting, Tomahawk, May 10, 2007

Upcoming Activities:

- WPHA Conference, Appleton, May 23, 2007
- Memorial Day Function, Spooner, May 27, 2007
- Memorial Day Function, Local, May 28, 2007
- ICD Training, Rice Lake, May 30-31, 2007
- CVSO Conference (National), Milwaukee, June 4-8, 2007

Mr. Gates reported the 2006 Veterans Service Office Annual Report has been submitted to the Polk County Board of Supervisors.

Mr. Gates provided information on the function of the Veterans Service Commission.

No action required.

Corporation Counsel Report

Ms. Malone provided information that had previously been presented to the Public Protection Committee on difficulties being encountered with commitments and the amount of responsibility being taken on by the Corporation Counsel's office. As the Department Head was unaware of these difficulties, it was suggested the Mr. Kammerud and Mr. Fuge meet to discuss this further.

Mr. Beseler requested *Position Updates* be presented prior to discussion on *Resolution Pertaining to Contingency Fund*. Mr. Kammerud also requested *First Quarter Financials* be reviewed prior to the above-mentioned agenda items. Rev. Rediske approved this rearrangement.

First Quarter Financials

The first quarter report was mailed to Human Services Board Members with the agenda. Ms. Kirkwood reviewed the details of the report.

No action required.

Position Updates

Mr. Kammerud reported that, as of last week, all Human Services Department positions are filled, with the exception of the extra nurse hours and the unfunded Mental Health and Chemical Dependency Coordinator position. Recruitment continues for the nurse position.

No action required.

Resolution Pertaining to Contingency Fund

The resolution was mailed to the Human Services Board with the agenda. Rev. Rediske provided background clarification on the development of this resolution. Concern was expressed on the establishment of such a fund with the lack of funding for the Mental Health and Chemical Dependency Coordinator position.

Motion to suspend the resolution until the next Human Services Board Meeting made by Mr. Beseler, seconded by Mr. Blake. Further discussion ensued and question was called. All in favor. Motion carried.

Annual Report

The *2006 Human Services Department Annual Report* was mailed to Board Members for their review prior to this meeting.

Motion to approve the *2006 Human Services Department Annual Report* and to forward the report on to the full County Board of Supervisors made by Mr. Blake, seconded by Mr. Olson. All in favor. Motion carried.

Child Protective Services and Juvenile Justice After Hours On-Call System

Ms. Gjonnes and Ms. Confer provided information on the need to combine the two on-call systems between the Child Protective Services and Juvenile Justice units.

On-call pay for combining these two on-call systems will need to be negotiated between Human Resources and the union.

No action required.

Family Care Update

Information on forming the Aging and Disability Resource Center was mailed with the agenda and reviewed. Mr. Kammerud provided further information and distributed additional information, including a financial tool developed by the state. Mr. Blake suggested state representatives be made aware of the financial discrepancy.

Dr. Markert distributed a handout and provided further information from recent meetings.

No action required.

WCHSA Conference Report

Dr. Markert and Mr. Kammerud attended the recent conference, and provided a verbal report.

No action required.

Self Care Options for Human Services Employees

Ms. Hildebrand will offer a Stress Reduction Workshop to all Human Services Department employees on June 27, 2007. Mr. Kammerud reported a lunch event is being planned for July 3, 2007.

No action required.

Monthly Statistics

The Monthly Statistical Report was distributed and reviewed.

No action required.

Board and Staff Comments

Comments were offered.

No action required.

Next Meeting

The next meeting of the Human Services Board will be on June 21, 2007 at 8:00 a.m. in the Lower Level Conference Room of the Government Center. Agenda items were offered.

No action required.

Adjournment

Motion to adjourn the meeting at 11:17 a.m. made by Mr. Beseler, seconded by Mr. Blake. All in favor. Motion carried.

Respectfully submitted,

Bryan Beseler
Secretary