

***Polk County Human Services Department Board Meeting Minutes
August 16, 2007***

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

Chairman Keith Rediske called the meeting to order at 8:06 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 Mr. Blake. All in favor. Motion carried.

Approval of Minutes

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

Approval of Vouchers

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

Appointment of Voucher Subcommittee for September 20, 2007

The Voucher Subcommittee for September 20, 2007 will be Mr. Beseler, Mr. Gyllen, and Ms. Hildebrand.

Veterans Service Report

Mr. Gates distributed and reviewed the monthly Veterans Service Report, summarizing recent and upcoming activities.

Mr. Gates presented and reviewed the 2008 Preliminary Budget for the Veterans Services Office.

Motion to approve the 2008 Preliminary Budget for the Veterans Services Office made by Dr. Markert, seconded by Mr. Olson. All in favor. Motion carried.

Public Comments

None.

Community Support (Child Protective Services)

Roberta Carlson, Child Protective Services Social Worker, presented information on the Strengthening Our Agency's Resources (SOAR) project, which is seeking donations to be used for activities by families who are attempting reunification.

The Human Services Board offered consensus of support of the SOAR project.

Motion to commend Ms. Carlson for her suggestions and initiative with the SOAR project and would support similar initiatives, should they arise, made by Dr. Markert, seconded by Mr. Jepsen. All in favor. Motion unanimously carried.

Job Description/Children's Waiver Program

As requested at the last Human Services Board Meeting, Ms. Gjonnes prepared a job description for the Children's Waiver Program position for approval. It was noted that there are no qualification or requirement differences in this position than the other Juvenile Justice social worker positions.

Motion to approve the job description made by Mr. Blake, seconded by Dr. Markert. All in favor. Motion carried. The job description will be forwarded to the Human Resources Department.

Long Term Care Reform

Rich provided an update on this eleven-county collaborative effort.

No action required at this time.

2008 Staffing Plan Revisions

Mr. Kammerud presented and reviewed corrected New Position Request forms, which will be presented to the Joint Finance/Personnel Committee Meeting later this date. It was noted that the funds collected from OWI assessments can be used to offset the expenses for the Mental Health and Chemical Dependency Coordinator.

No action required at this time.

W2 Program (120-day Contract Notice to the Department of Workforce Development)

Ms. Place provided information related to the W2 Program contract and is recommending cancellation of this contract

Motion to authorized Ms. Place to give tentative notice of cancellation of the W2 Contract, with the requirement that this be reviewed at the next Human Services Board Meeting, made by Dr. Markert, seconded by Mr. Olson. All in favor. Motion unanimously carried.

The agenda returned to the 2008 Staffing Plan Revisions agenda item

Mr. Kammerud shared a prioritized list of the proposed positions.

Motion to forward the prioritized list to the Joint Finance/Personnel Committee made by Mr. Olson, seconded by Dr. Markert. All in favor. Motion unanimously carried.

The agenda returned to the W2 Program agenda item

Motion to uphold the previous motion to approve tentative notice of cancellation of the W2 contract made by Mr. Blake, seconded by Mr. Beseler. All in favor. Motion unanimously carried.

2008 Budget

Ms. Kirkwood distributed and reviewed the Second Quarter Financial Report and the 2008 Human Services Department Preliminary Budget.

Motion to support the proposed 2008 Human Services Department Preliminary Budget made by Dr. Markert, seconded by Mr. Jepsen. Further discussion ensued. Vote taken. Affirmative votes from Mr. Beseler, Mr. Jepsen, Dr. Markert, Mr. Olson, Rev. Rediske; negative vote from Mr. Blake. Motion carried.

Promotion of the Human Services Department

None.

No action required.

Position Updates

Mr. Kammerud provided information on position changes.

Motion to support written acknowledgement of retirees from the Human Services Department by the Human Services Board made by Dr. Markert, seconded by Mr. Blake. All in favor. Motion carried.

Monthly Statistics

The Monthly Statistical Report was distributed and reviewed.

No action required.

Board and Staff Comments

Comments were offered.

Next Meeting

The next meeting of the Human Services Board will be on September 20, 2007 at 8:00 a.m. in the Lower Level Conference Room of the Government Center. The agenda will include Chapter 51 Transportation and Cancellation of the W2 Program Contract.

Adjournment

Motion to adjourn the meeting at 11:09 a.m. made by Mr. Olson, seconded by Dr. Markert. All in favor. Motion carried.

Respectfully submitted,

Bryan Beseler
Secretary