

***Polk County Human Services Department
Board Meeting Minutes
September 20, 2007***

<i>Present:</i>	Bryan Beseler Kenneth Olson	David Markert Julie Hildebrand	Robert Blake Keith Rediske
<i>Absent:</i>	John Gyllen	Larry Jepsen	
<i>Also:</i>	Phyl Brown Malia Malone Rick Gates Cal Schladweiler	Pat Kirkwood Jeff Fuge Jan Place (by phone) Rich Kammerud	Kay Confer Sheriff Tim Moore Sherry Gjonnes
<i>Press:</i>	None		

Chairman Keith Rediske called the meeting to order at 8:07 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. Blake, seconded by Mr. Beseler. All in favor. Motion carried.

Approval of Minutes

Motion to approve the August 16, 2007 Meeting Minutes made by Mr. Beseler, seconded by Dr. Markert. Discussion ensued on a notation in the Meeting Minutes related to the OWI Assessment Funds. This notation is to be stricken from the August 16, 2007 Meeting Minutes. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Mr. Beseler, seconded by Ms. Hildebrand. All in favor. Motion carried.

Appointment of Voucher Subcommittee for October 18, 2007

The Voucher Subcommittee for October 18, 2007 will be Mr. Gyllen, Mr. Jepsen, and Dr. Markert.

Veterans Service Report

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

Mr. Gates reported the VA Clinic in Rice Lake is scheduled to open on September 26, 2007.

No action required.

Public Comments

None.

2008 Human Services Budget

Ms. Kirkwood distributed the updated 2008 Human Services Department budget. Budget presented to Finance Committee on September 10, 2007. Changes were requested and the budget was again presented to Finance Committee on September 17, 2007. A motion was made at the Finance Committee on September 10, 2007, Human Services asked to cut \$360,000.

Discussion ensued on the recommendation from the Finance Committee that \$360,000 be cut from the proposed budget.

Motion to strike the rent (\$203,625) from the 2008 Human Services Budget made by Mr. Blake, seconded by Mr. Beseler. Discussion ensued. All in favor. Motion unanimously carried.

Motion to bring to the attention of the Finance Committee and the County Board of Supervisors that it is the position of the Human Services Board that the budget presented to the Finance Committee on September 17, 2007 was a minimally adequate budget, reflecting the need to reimburse our contracted services at a reasonable level and that we respectfully request they approve our budget as presented on September 17, with the exception of the earlier motion of removing the rent expense, made by Dr. Markert, seconded by Mr. Blake. All in favor. Motion unanimously carried.

Ms. Kirkwood is directed by the Human Services Board to present to the Department of Administration a budget cutting the rent line item, with no other cuts at this time.

Transporting Emergency Detentions

Sheriff Moore presented information related to the cost of transporting Chapter 51 (Mental Health and Substance Abuse) clients to psychiatric facilities. Such transports consume both staff and financial resources.

Discussion ensued on the responsibility of these transports, which department is financially responsible, and how other counties are handling these transports.

Following discussion it was agreed to develop a group to review the issue and develop possible resolutions to the problem. The group will consist of Jeffrey Fuge, Julie Hildebrand, Richard Kammerud, David Markert, and Sheriff Moore.

Sheriff Moore indicated that he will be seeking to bill the Human Services Department for the vehicle, fuel, and staff costs of these transports.

No further action required at this time.

Office Security/Staff Safety

Mr. Kammerud distributed and reviewed information on identified security and safety issues within the department.

Motion to reverse the lock on the west door of the Ground Level Conference Room made by Mr. Olson, seconded by Dr. Markert. All in favor. Motion carried. Chair Rediske will follow-up with the appropriate party to assure this change is made.

Motion to direct the Administrator or Board Chair to seek resolution of the of the security and safety issues and to address the issue of responsibility for the Ground Level Conference Room made by Mr. Blake, seconded by Mr. Olson. All in favor. Motion carried.

W-2 Program (120-day Contract Notice to the Department of Workforce Development)

At the August Human Services Board Meeting, direction was provided to staff to submit a tentative 120-day notice to discontinue the W2 program. Following discussions with others, Ms. Place discovered that a “tentative” notice could not be provided to the Department of Workforce Development. In addition, 120 days notice is not required. Following further discussion, it was agreed that the Human Services Department will continue with the W2 program.

Motion to rescind the August motion made by Mr. Blake, seconded by Dr. Markert. All in favor.
Motion carried.

Promotion of the Human Services Department

No action required.

Position Updates

Mr. Kammerud provided information on position changes.

Monthly Statistics

The Monthly Statistical Report had been mailed to Board Members. Ms. Brown noted that the number of clients in the Indigent Drug Program for the month of August was 47.

No action required.

Director’s Report

Mr. Kammerud reported on the recent meetings related to the development of an Aging and Disability Resource Center (ADRC). A proposed resolution to support the development of a planning committee was reviewed. Mr. Kammerud will finalize the resolution and request a signature(s) from the Human Services Board so the resolution may be presented at the October County Board of Supervisors Meeting.

No further action required.

Board and Staff Comments

Comments offered.

No action required.

Next Meeting

The next meeting of the Human Services Board will be on October 18, 2007 at 8:00 a.m. in the Lower Level Conference Room of the Government Center. Agenda items for the October Meeting will include: Request for Extended Leave and ED (Emergency Detention) Transportation Committee.

Adjournment

Motion to adjourn the meeting at 11:32 a.m. made by Mr. Blake, seconded by Mr. Olson. All in favor.
Motion carried.

Respectfully submitted,
Bryan Beseler
Secretary