

***Polk County Human Services Department  
Board Meeting Minutes  
November 15, 2007***

***Present:***        Robert Blake                                David Markert  
                      Julie Hildebrand                             Kenneth Olson  
                      Larry Jepsen                                    Keith Rediske

***Absent:***         Bryan Beseler                                 John Gyllen

***Also:***            Phyl Brown                                    Rich Kammerud  
                      Kay Confer                                    Pat Kirkwood  
                      Rick Gates                                    Angela Pedretti  
                      Sherry Gjonnes                              Cal Schladweiler

***Press:***          Gregg Westigard

Chairman Keith Rediske called the meeting to order at 8:02 a.m.

***Verification of Meeting Notice***

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

***Approval of Agenda***

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

***Approval of Minutes***

Motion to approve the October 18, 2007 Meeting Minutes made by Mr. Blake, seconded by Dr. Markert. All in favor. Motion carried.

***Approval of Vouchers***

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

***Appointment of Voucher Subcommittee for December 20, 2007***

The Voucher Subcommittee for December 20, 2007 will be Mr. Beseler, Mr. Gyllen, and Mr. Jepsen.

***Veterans Service Report***

Mr. Gates distributed and reviewed the monthly Veterans Service Report, summarizing recent and upcoming activities. Mr. Gates also provided an update on changes in veteran benefits and reported he may be pursuing the purchase of a vehicle.

No action required.

***Public Comments***

None.

### **2007 Year-to-Date Expense Update**

The year-to-date expense summary was mailed to Board Members with the agenda. Clarification was provided, as requested.

### **2008 Human Services Budget**

Rev. Rediske provided an overview of the recent County Board of Supervisors meeting related to the 2008 Budget. The Human Services Department is requested to reduce the 2008 budget by \$150,000. Following review of presented materials and discussion, Mr. Kammerud recommended that Residential Treatment (Child Protective Services and Juvenile Justice) be decreased by \$100,000 and Foster Care decreased by \$50,000.

Information on requested rate increases by contracted providers was shared. Discussion ensued on the issue of not providing increases to these contracted providers for several years.

Motion to authorize Mr. Kammerud to retroactively increase 2007 payments to those contracted providers who have not had an increase in three or more years by five (5) percent, with the total amount of the increases not to exceed \$20,000, and with the option of reviewing Mr. Newlin's request for an increase, made by Dr. Markert, seconded by Mr. Jepsen. All in favor. Motion unanimously carried.

Motion to approve the budget reduction as recommended made by Dr. Markert, seconded by Mr. Blake. All in favor. Motion unanimously carried.

### **ED Transportation Sub-Committee Report**

Dr. Markert reported on the recent meeting of this sub-committee. The next meeting will be held on November 28, 2007. The purpose of this meeting will be to meet with the administration of Cumberland Memorial Hospital. Rob Rudiger from Burnett County will also be invited to this meeting.

No action required.

### **Family Care Development Council Report**

Dr. Markert and Mr. Kammerud provided an update. This Council will meet the first Monday of each month in Hayward. The Human Services Board is welcome to attend these meetings. Mr. Kammerud indicated the participating county Human Services Directors will be meeting in the morning on the same days.

No action required.

### **Purchase of Vehicle**

Three sealed bids were reviewed by Rev. Rediske.

Motion to move forward on purchasing the vehicle with the lowest purchase price made by Mr. Jepsen, seconded by Dr. Markert. All in favor. Motion carried.

**Promotion of the Human Services Department**

Ms. Confer reported information on shaken baby syndrome and attachment disorders will be made available to residents through local hospitals.

No action required.

**Acceptance of Donations**

Mr. Kammerud provided background on the issue of donations to the Human Services Department. Following discussion, Mr. Kammerud was requested to develop criteria by which to determine what donations need to be formally accepted by the Human Services Board. The established criteria will be presented at the next Human Services Board Meeting.

**Position Updates**

Mr. Kammerud provided information on position changes.

No action required.

**Monthly Statistics**

The Monthly Statistical Report had been mailed to Board Members. Ms. Brown indicated the number of Emergency Contacts under Mental Health should be 62 for the month of October.

No action required.

**Director's Report**

No formal report given.

**Board and Staff Comments**

Comments offered.

No action required.

**Next Meeting**

The next meeting of the Human Services Board will be on December 20, 2007 at 8:00 a.m. in the Lower Level Conference Room of the Government Center.

**Adjournment**

Motion to adjourn the meeting at 11:06 a.m. made by Mr. Blake, seconded by Ms. Hildebrand. All in favor. Motion carried.

Respectfully submitted,

Bryan Beseler  
Secretary