

**POLK COUNTY HUMAN SERVICES BOARD MEETING
AGENDA (Amended due to editing errors) (Second Amendment)**

Agenda not necessarily presented in this order

8:00 p.m. Voucher Sub-Committee:

Marvin Caspersen, David Markert, Ken Sample

Refreshments:

David Markert

Friday, December 11, 2009

8:30 a.m., Lower Level Conference Room

Polk County Government Center

100 Polk County Plaza

Balsam Lake, WI 54810

Public Welcome to Attend

Department Mission Statement:

*To improve the quality of life for the citizens
of Polk County*

1. Approval of Agenda
2. Approval of November 6, 2009 Meeting Minutes
3. Approval of Vouchers
4. Appointment of Voucher Sub-Committee for Next Meeting
5. January Human Services Board Meeting
6. Public Comments
7. Annual Department Head Performance Evaluation Process
8. Mental Health Task Force Presentation/Behind the Door Campaign
- ** 9. Otto Bremer Grant Award to the Polk County Criminal Justice Coordinating Council/Resolution
10. Outpatient Clinic Policies
11. Outpatient Clinic Rates
12. Establishing a Risk Reserve for the Human Services Department
13. Eliminating Rent from the Human Services Budget
- **14. Training Program/Resolution
15. Holiday Celebration
16. Position Updates
17. Monthly Statistics
18. Committee Observations
19. Next Meeting/Refreshments
20. Adjournment

**Added/revised at 4:30 p.m. on Wednesday, December 9, 2009

**Diane Stoneking, Chair
Sherry Gjonnes, Director**

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

***Polk County Human Services Department
Board Meeting Minutes
December 11, 2009***

Present: William Alleva
Marvin Caspersen
James Edgell
David Markert
Craig Moriak
Ken Sample
Diane Stoneking
Timothy Strohbusch

Absent: John Gyllen

Also: Phyl Brown
Kay Confer
Todd Demers
Sheila Falb
Sherry Gjonnes
Andrea Jerrick
Pat Kirkwood
Darlene Kusmirek
Angela Pedretti

Press: Gregg Westigard

Chairperson Stoneking called the meeting to order at 8:33 a.m.

Approval of Agenda

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

Approval of November 6, 2009 Meeting Minutes

Motion to approve the November 6, 2009 Meeting Minutes made by Mr. Alleva, seconded by Mr. Strohbusch. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Mr. Sample, seconded by Dr. Markert. It was noted that the vouchers included a payment to the State of Wisconsin in the amount of \$1,210,697. This payment includes a refund of prepayments (\$690,000) to the county by the State of Wisconsin for the first quarter of 2009, as well as a refund of \$356,306 of BCA funds due to the transition of family care and a refund of WIMCR funds in the amount of \$164,000. It was also noted that these refunds have no impact to the Human Services Budget. All in favor. Motion carried.

Appointment of Voucher Subcommittee for Next Meeting

The Voucher Subcommittee for next Human Services Board Meeting will be Mr. Alleva, Mr. Edgell, and Mr. Strohbusch.

January Human Services Board Meeting

The next Human Services Board Meeting will be held on January 8, 2010 at 8:30 a.m., with the Voucher Subcommittee meeting at 8:00 a.m.

Public Comments

No comments offered.

Annual Department Head Performance Evaluation Process

Ms. Jerrick provided information on the process of conducting the annual department head performance evaluations. The evaluation forms were distributed.

Mental Health Task Force Presentation/"Back of the Door" Campaign

Members of the Mental Health Task Force, including high school students, provided information on the history and purpose of this multidisciplinary task force. The purpose of the task force is to assess and respond to the mental health needs of county residents. They are currently working on the "Back of the Door" campaign.

Otto Bremer Grant Award to the Polk County Criminal Justice Collaborating Council/Resolution

Ms. Gjonnes provided background information on the Council and the proposed resolution.

Motion to approve the resolution and to move the resolution forward to the Polk County Board of Supervisors at their next meeting made by Mr. Sample, seconded by Mr. Strohbusch. All in favor. Motion carried.

Outpatient Clinic Policies

Copies of the policies were mailed with the meeting agenda. Changes to the policies were reviewed.

Motion to approve the policies with the discussed changes made by Mr. Caspersen, seconded by Mr. Strohbusch. All in favor. Motion carried.

Outpatient Clinic Rates

Deferred to next meeting.

Establishing a Risk Reserve for the Human Services Department

Ms. Gjonnes provided information on the possibility of establishing a risk reserve for the Human Services Department.

Following discussion, it was agreed to postpone this topic.

Eliminating Rent from the Human Services Budget

This topic was on the recent Finance Committee agenda. Following discussion, it was agreed to postpone this topic.

Training Program/Resolution

Ms. Gjonnes reported on the anticipated surplus of the Polk County Human Services Department budget for 2009. Ms. Gjonnes is proposing that some of the surplus be spent on upgrading current conference rooms in the Government Center to provide adequate training and meeting rooms.

Mr. Demers provided information on proposed electronic upgrades and associated costs.

Motion to approve the resolution to include a letter of support from Polk County Department Heads made by Mr. Edgell, seconded by Mr. Moriak. Mr. Fuge proposed grammatical changes, which were accepted by all present. All in favor. Motion carried.

Holiday Celebration

The Human Services Board was invited to attend the Human Services Department Holiday Celebration on Thursday, December 17, 2009 at 12:00 noon in the Lower Level Conference Room.

Position Updates

Ms. Gjonnes provided the position updates report.

Monthly Statistics

Copies of the monthly statistics were distributed.

Committee Observations

Observations were offered.

Next Meeting/Refreshments

The next meeting of the Human Services Board is scheduled for Friday, January 8, 2010 at 8:30 a.m., with the Voucher Subcommittee starting at 8:00 a.m. Refreshments will be provided by Mr. Caspersen.

Adjournment

Motion to adjourn the meeting at 11:38 a.m. made by Mr. Sample, seconded by Mr. Strohbusch. All in favor. Motion carried.

Respectfully submitted,

Ken Sample
Secretary