

***Polk County Human Services Department
Board Meeting Minutes
February 24, 2009***

Present: William Alleva
Marvin Caspersen
James Edgell
David Markert

Ken Sample
Diane Stoneking
Timothy Strohbusch

Absent: John Gyllen
Patricia Messicci

Also: Phyl Brown
Kay Confer
Sheila Falb
Rick Gates
Sherry Gjonnes

Andrea Jerrick
Rich Kammerud
Pat Kirkwood
Angela Pedretti

Chairperson Stoneking called the meeting to order at 8:30 a.m.

Approval of Agenda

Chairperson Stoneking requested several items on the agenda be deferred to the next meeting. Motion to approve the revised agenda made by Dr. Markert, seconded by Mr. Strohbusch. All in favor. Motion carried.

Approval of January 27, 2009 Meeting Minutes

Motion to approve the January 27, 2009 Meeting Minutes made by Mr. Edgell, seconded by Mr. Caspersen. All in favor. Motion carried.

It was noted that the December meeting minutes had not been approved at the January meeting due to the lack of quorum.

Motion to approve the December 18, 2008 Meeting Minutes made by Mr. Alleva, seconded by Dr. Markert. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers approved at the January 27, 2009 meeting, as well as the vouchers approved at this meeting, made by Dr. Markert, seconded by Mr. Alleva. All in favor. Motion carried.

Appointment of Voucher Sub-Committee for March 24, 2009

The Voucher Subcommittee for March 24, 2009 will be Mr. Caspersen, Dr. Markert, and Mr. Strohbusch.

Public Comments

No comments offered.

Veterans Service Report

Mr. Gates distributed and reviewed the Monthly Veterans Service Report and provided information on upcoming events.

Deputy Director Job Description

Deferred to March meeting.

Long Term Support Update

Deferred to March meeting.

Vehicle Scheduling and Usage Policy

Deferred to March meeting.

Staff Travel

The Staff Travel Report was distributed and will be approved at the March meeting.

Position Updates

Deferred to March meeting.

Monthly Statistics

The monthly statistics were mailed with the meeting agenda.

Director's Report

Deferred to March meeting.

Next Meeting

The next meeting of the Human Services Board is scheduled for March 24, 2009. Dr. Markert will provide refreshments.

Closed Session

Motion to go into Closed Session at 8:57 a.m. for the purpose of conducting Mr. Kammerud's performance evaluation pursuant to Wisconsin Statute Section 19.85(1)(c) for the purpose to consider employment, promotion, compensation, or performance evaluation data according to of any public employee over which the governmental body has jurisdiction or exercises responsibility made by Mr. Edgell, seconded by Mr. Caspersen. All in favor. Motion carried.

Those present during the Closed Session were the Human Services Board Members and Ms. Jerrick.

Motion to return to Open Session at 10:25 a.m. made by Mr. Sample, seconded by Dr. Markert. All in favor. Motion carried.

Motion to accept Mr. Kammerud's notice of retirement, effective August 12, 2009, as submitted to the Human Services Board by Mr. Kammerud on February 24, 2009, made by Mr. Strohmusch, seconded by Mr. Sample. All in favor. Motion carried.

Motion to request the staff of the Employee Relations Department to move forward with the Human Services Director recruitment process made by Mr. Edgell, seconded by Mr.

Sample. All in favor. Motion carried.

Motion to defer the performance evaluation of Mr. Kammerud until further notice and to request Chairperson Stoneking and Ms. Jerrick to work in concert to develop a letter on behalf of the Human Services Board commending Mr. Kammerud for his years of service and to enter such letter into Mr. Kammerud's Personnel file made by Mr. Caspersen, seconded by Mr. Edgell. All in favor. Motion carried.

Motion to go into Closed Session at 10:39 a.m. for the purpose of conducting Mr. Gate's performance evaluation pursuant to Wisconsin Statute Section 19.85(1)(c) for the purpose to consider employment, promotion, compensation, or performance evaluation data according to of any public employee over which the governmental body has jurisdiction or exercises responsibility made by Dr. Markert, seconded by Mr. Sample. All in favor. Motion carried.

Motion to return to Open Session at 10:55 a.m. made by Mr. Caspersen, seconded by Dr. Markert. All in favor. Motion carried.

Motion adjourn the meeting at 11:10 a.m. made by Mr. Edgell, seconded by Dr. Markert. All in favor. Motion carried.

Respectfully submitted,

Kenneth Sample
Secretary