

***Polk County Human Services Department  
Board Meeting Minutes  
June 24, 2008***

<b><i>Present:</i></b>	Marvin Caspersen	Patricia Messicci
	James Edgell	Diane Stoneking
	John Gyllen	Tim Strohbusch
	David Markert	
<b><i>Absent:</i></b>	Ken Sample	
<b><i>Also:</i></b>	Bill Alleva	Sherry Gjonnes
	Herschel Brown	Rich Kammerud
	Phyl Brown	Pat Kirkwood
	Kay Confer	Angela Pedretti
	Rick Gates	Cal Schladweiler

Chairperson Diane Stoneking called the meeting to order at 9:01 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 Mr. Caspersen, seconded by Dr. Markert. Ms. Stoneking requested the Dress Code Policy be removed from the Human Services Department policies. Motion to approve the amended agenda made by Dr. Markert, seconded by Dr. Markert. All in favor. Motion carried.

**Approval of May 27, 2008 Meeting Minutes**

Motion to approve the May 27, 2008 Meeting Minutes made by Mr. Caspersen, seconded by Mr. Edgell. All in favor. Motion carried.

**Approval of Vouchers**

Motion to approve the vouchers made by Mr. Edgell, seconded by Mr. Caspersen. All in favor. Motion carried.

**Appointment of Voucher Sub-Committee for July 22, 2008**

The Voucher Subcommittee for July 22, 2008 will be Mr. Gyllen, Mr. Sample, and Mr. Strohbusch.

**Public Comments**

Mr. Kammerud introduced Mr. Alleva.

**Veterans Service Report**

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

Mr. Gates offered a draft 2009 Budget for the Veterans Service Office.

No action required.

Ms. Messicci joined the meeting at 9:14 a.m.

**Unit Presentation (Juvenile Justice)**

Ms. Gjornnes introduced the employees of the Juvenile Justice Unit. Employees provided information on their job duties and services provided.

**Office Space Rent**

Deferred to next meeting.

**2007 Annual Report (Human Services Department)**

Updated information was distributed based on the motion to approve the Annual Report at the last Human Services Board Meeting.

**Quality Service Review Report (Child Protective Services)**

Ms. Confer provided information on the recent Quality Service Review. Further information to be provided at a future meeting.

No action required.

**Human Services Policies (Administration/Department)**

Deferred to next meeting.

**Position Updates**

Mr. Kammerud reported attempts continue to fill the vacant Mental Health Therapist position.

No action required.

**Monthly Statistics**

The monthly statistics were distributed and reviewed.

No action required.

**Director's Report**

Additional comments made by Mr. Kammerud.

No action required.

**Board and Staff Comments**

Ms. Pedretti provided an update on the Mobile Crisis Services. Mr. Strohbusch was introduced. A brief discussion ensued on the upcoming budgeting process. Dr. Markert provided a brief update on the Long Term Care Reform.

**Next Meeting**

The next meeting of the Human Services Board is scheduled for July 22, 2008.

**Adjournments**

Motion to adjourn the meeting at 12:15 p.m. made by Mr. Caspersen, seconded by Ms. Messicci. All in favor. Motion carried.

Respectfully submitted,

Diane Stoneking  
Chair