

***Polk County Human Services Department
Board Meeting Minutes
November 25, 2008***

Present: Bill Alleva Patricia Messicci
Marvin Caspersen Diane Stoneking
James Edgell Ken Sample
David Markert Tim Strohbusch

Absent: John Gyllen

Also: Phyl Brown Andrea Jerrick
Kay Confer Rich Kammerud
Rick Gates Pat Kirkwood
Sherry Gjonnes Cal Schladweiler

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

Approval of Agenda

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

Approval of October 28, 2008 Meeting Minutes

Motion to approve the October 28, 2008 Meeting Minutes made by Mr. Alleva, seconded by Mr. Caspersen. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Mr. Sample, seconded by Mr. Strohbusch. All in favor. Motion carried.

December Human Services Board Meeting Date

Following discussion, it was agreed that the December Human Services Board Meeting will be changed from December 23 to December 18 at 8:30 a.m.

Appointment of Voucher Sub-Committee for December 18, 2008

The Voucher Subcommittee for December 18, 2008 will be Mr. Caspersen, Mr. Edgell, and Ms. Stoneking.

Veterans Service Report

Mr. Gates distributed and reviewed the Monthly Veterans Service Report, and provided information on current and upcoming activities, as well as Veterans' Day activities. Mr. Gates also reported the transportation grant application has been submitted.

No action required.

Public Comments

No comments offered.

2009 Legal Services Agreement for CHIPS and TPR Cases

Mr. Fuge was not available to address this issue. Mr. Kammerud provided background information on Title IV-E Legal Services Agreement to assist with Termination of Parental Rights cases. A resolution will need to be presented to the County Board of Supervisors to contract with Ms. Miller and move forward with entering into the IV-E Legal Services Agreement between Human Services and Corporation Counsel.

Ms. Messicci arrived at the meeting at 9:03 a.m.

Motion to support the effort of proceeding toward a resolution to be developed by Corporation Counsel made by Dr. Markert, seconded by Mr. Strohbusch. All in favor. Motion carried.

Recognition of Service – Jan Place

Motion to recognize Ms. Place for her years of service as Polk County Economic Support Services Supervisor made by Mr. Strohbusch, seconded by Mr. Alleva. All in favor. Motion carried. A certificate for Ms. Place was signed by Ms. Stoneking.

Unit Presentation (Chemical Dependency)

The Chemical Dependency employees provided information related to the chemical dependency services provided by the Mental Health and Chemical Dependency Services unit.

No action required.

Mr. Alleva left the meeting at 10:09 a.m.

Unit Policies (Economic Support Services)

The policies were mailed to Board Members for their review. Following discussion, it was agreed to defer approval of these policies until the next Human Services Board Meeting.

2009 Human Services Department Budget Update

Mr. Kammerud provided an update on the decisions by the County Board of Supervisors related to the 2009 Human Services Department Budget.

The year-to-date financial report was distributed and reviewed.

No action required.

Long Term Care Reform Update

Mr. Kammerud summarized the progress on establishing the ADRC and provided information related to the managed care organization (Northern Bridges).

No action required.

Staff Travel

Travel report distributed for approval.

Motion to approve the Staff Travel for the upcoming month made by Mr. Caspersen, seconded by Mr. Sample. All in favor. Motion carried.

Position Updates

Mr. Kammerud provided an update on vacant positions within the department.

Monthly Statistics

The monthly statistics were distributed.

Director's Report

Mr. Kammerud reported on Mr. Schladweiler's retirement. Information on the event honoring Mr. Schladweiler was provided. Mr. Kammerud expressed his appreciation for Mr. Schladweiler's years of service to Polk County.

No action required.

Mr. Caspersen requested a Vehicle Policy be developed for the Human Services Department.

Closed Session

Motion to go into Closed Session for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, pursuant to Wisconsin Statute Section 19.85(1)(f), made by Dr. Markert, seconded by Mr. Strohbusch. All in favor. Motion carried.

Those present during the Closed Session were the Human Services Board Members, Mr. Kammerud, Ms. Brown, and Ms. Jerrick.

Motion to return to Open Session made by Mr. Caspersen, seconded by Mr. Sample. All in favor. Motion carried.

Next Meeting

The next meeting of the Human Services Board is scheduled for December 18, 2008. Mr. Caspersen will provide refreshments.

Adjournments

Motion to adjourn the meeting at 12:42 p.m. made by Mr. Sample, seconded by Mr. Edgell. All in favor. Motion carried.

Respectfully submitted,

Kenneth Sample
Secretary