

Green County Human Services Board Minutes

May 8, 2018

Members Present: Mike Furgal, Jerry Guth, Herbert Hanson, Anita Huffman, Beth Luchsinger, Kate Maresch, Russ Torkelson, Emily Zarling

Members Excused: Sandra Horn

Non-Members Present: Greg Holcomb, Mary Miller

Call to Order: Holcomb called the meeting to order at 2:00 p.m.

Election of Officers:

- **Chairperson:** Holcomb called for nominations for Chairperson. Herb Hanson was nominated by Guth, seconded by Maresch. Other nominations were called for. There were no other nominations. Guth moved to close the nominations, seconded by Huffman. Herb Hanson was elected Chairperson by unanimous vote.
- **Vice-Chairperson:** Hanson called for nominations for Vice-Chairperson. Jerry Guth was nominated by Maresch, seconded by Luchsinger. Other nominations were called for. There were no other nominations. Furgal moved to close the nominations, seconded by Huffman. Jerry Guth was elected Vice-Chairperson by unanimous vote.
- **Secretary:** Hanson called for nominations for Secretary. Sandra Horn was nominated by Luchsinger, seconded by Maresch. Other nominations were called for. There were no other nominations. Furgal moved to close the nominations, seconded by Huffman. Sandra Horn was elected Secretary by unanimous vote.

Approval of April 2018 Minutes:

- Guth made a motion to approve the April minutes, seconded by Luchsinger. Motion carried with unanimous vote.

Committee Reports:

- **Audit Committee:** Maresch made a motion to approve the April audit. Huffman seconded the motion. Motion carried with unanimous vote.
- **Aging & Disability Advisory Committee:** Huffman reported. Topics discussed included: recognition of new committee members and those leaving the committee, change in June meeting time, the Mission Statement, grant application to United Way to be used for nutrition and prevention, and Aging Advocacy Day on May 16, 2018.
- **Regional ADRC Governing Board:** Hanson reported. There were no action items at the meeting due to lack of quorum. Hanson distributed a first quarter Dementia Care Specialist report of referrals, contacts, outcomes, and other information.
- **Southwestern Wisconsin Community Action Program Board:** Furgal gave a report of the April Finance Committee meeting. The Neighborhood Health Partners finished the month and the year with a loss due to hiring a physician. Property plant and equipment increased from last year due to the addition of two buses to the Head Start program and a van to the

LIFT program. The Representative Payee program will be eliminated from SWCAP and turned over to Corporate Guardians of Southeastern, WI.

Opioid Grant Application:

- Holcomb presented a request for approval to apply for the second year of the Opioid Grant. The requested amount will be ~\$550,000. Proposed uses of the funds were discussed.
- Jerry Guth made a motion to approve the opioid grant application. Kate Maresch seconded the motion. Motion passed by unanimous vote. This request will now go to the Finance Committee.

Limited Term Employee for Maternity Leave: Holcomb presented a request to hire part-time APS worker, Emma Peters, to work part-time in CYF as an LTE during a maternity & education leave. This would change her status to full-time and she will be eligible for full-time benefits. Jerry Guth made a motion to approve the request. Motion seconded by Anita Huffman. Motion passed by unanimous vote. This will go next to Personnel Committee.

SWWDB Contract:

- Holcomb presented a request to enter into a contract with SWWDB for a case-aide instead of adding an additional position. The number of children in foster care has increased, requiring an additional case-aid for supervised visits and transportation. The contract would be set-up to pay the same rate as a Green County case-aide plus an additional seven percent administrative fee and other payroll fees. There would be no limit on the contract and the person could be laid off when the caseload goes back down.
- Huffman made a motion to enter into a contract with SWWDB for a case-aide as long as needed. Luchsinger seconded this motion. Motion carried by unanimous vote.

Increase in Position Hours:

- Holcomb presented a request to increase a vacant I & A Specialist position in the ADRC from 25 hrs/wk to 40 hrs/wk.
- Anita Huffman made a motion, seconded by Russ Torkelson, to approve the request to increase the ADRC position to full-time. Motion passed by unanimous vote.
- Holcomb presented a request to increase the CCS Secretary position from 20 hrs/wk to 40 hrs/wk.
- Kate Maresch made a motion, seconded by Beth Luchsinger, to approve the request to increase the CCS Secretary position to full-time. Motion passed by unanimous vote.
- These requests will all go to Personnel Committee and County Board.

2018 Budget Update: Holcomb distributed the first quarter budget to the Board and discussed.

Department Updates:

- New Government Services Building: There were some change orders due to some Health Department items. Some items are tagged for moving and the professional movers will review.
- WHEAP Contract: The transition date has been moved up to 6/01/2018. Energy Services, Inc. will take over at that time with money left in this year's contract. The full contract amount for next year from WHEAP will pass thru to ESI on 10/01/2018.

- CLTS Program Staffing: Greg discussed the two people interviewed for the CLTS Service Coordinator positions and the person for the half-time CLTS supervisory position.

New Employee(s):

- DonEtte Pate, case-aide in the CYF unit.
- Jeanne Simpson, the Monroe Nutrition Site Manager.
- Furgal made a motion to approve the new employees, seconded by Maresch. Motion carried by unanimous vote.

Resignations:

- Linnea Guse, a part-time I & A Specialist in the ADRC, will be retiring in May.
- Tabby Mellenberger, an Economic Specialist II, has accepted a position with the State and will be leaving in May.
- Sharon Farrey has extended her retirement date to June 30, 2018.

Training Request(s): Furgal made a motion to approve the training requests presented. Huffman seconded the motion. Motion carried by unanimous vote.

Next Meeting Date & Time: The next meeting will be June 12, 2018 at 2:00 p.m.

Public/Board Comments: Beth Luchsinger discussed the housing development for adults with disabilities in the New Glarus area. Mary Oemichen, who has a disabled daughter, is working with a group to buy land and develop a housing project for disabled and non-disabled adults. Land has been found in the Valle Tell area and SWCAP will be providing some funding.

Adjourn: Guth made a motion, seconded by Huffman to adjourn. Hanson adjourned the meeting at 4:00 p.m.