

# **GREEN COUNTY HUMAN SERVICES BOARD MINUTES August 13, 2019**

**Members Present:** Jerry Guth, Herbert Hanson, Sandy Horn, Anita Huffman, Beth Luchsinger, Russ Torkelson.

**Members Excused:** Mike Furgal, Kate Maresch and Emily Zarling.

**Non Members Present:** Dan Williams, Lori Brown and Andrea Sweeney.

**Call to Order:**

- Hanson called the meeting to order at 2:00 p.m.

**Approval of June 2019 Minutes: --- Action\***

- Furgal motioned to approve the minutes, seconded by Luchsinger, carried with a unanimous vote.

**Committee Reports:**

- **Audit Committee July 2019---Action\***  
Hanson reported on the July 2019 audit. Hanson motioned to approve the audit for July, seconded by Guth, carried with a unanimous vote.
- **Aging & Disability Advisory Committee --- Information**  
Huffman reported on the meeting. Regional approach to different cultures from Hispanic to Amish, introduced new Benefit Specialist, Ralph the robotic dog, transportation updates and policies, volunteer policies and series of upcoming classes were the topics discussed.
- **Regional ADRC Governing Board --- Information**  
Torkelson reported on the meeting. By laws and Ralph the robotic dog were the topics discussed.
- **SWCAP Board of Directors --- Information**  
No member available to report.

**Amend Employee Reclassification---Action**

- Williams said the reclassification for Joe Klocek effective on 5/9/2019 that was approved at the July 9, 2019 meeting needs to be amended. Joe was already reclassified on October 26, 2018, but the reclassification had not been approved at that time. Furgal motioned to approve the amended action taken on July 9, 2019 to approve Joe Klocek's reclassification as of October 26, 2018, seconded by Horn, carried with a unanimous vote.

**Resolution to Create Two (2) Human Services Positions---Action**

- Williams explained that the Comprehensive Community Program has requested to create two full time positions. One is a CCS Service Facilitator and the other is a CCS Service Administrator. He explained that both of these positions will be reimbursed at 100% by Medicaid. Guth motioned to approve the two positions, seconded by Luchsinger, carried with a unanimous vote.

**Resolution to Modify Human Services Position---Action**

- Williams said that the ADRC Human Services Assistant position is currently at 25 hours per week. He would like to increase the hours from 25 to 40 hours per week. There is funding available that can be utilized by increasing the hours for this position and there are also services that are needed. Luchsinger

motioned to approve increasing the hours from 25 to 40 hours per week, seconded by Torkelson, carried with a unanimous vote.

#### **Wisconsin Budget---Information**

- Williams gave the board members a hand out and explained the Wisconsin Budget highlights.

#### **United Way Grants---Information**

- Williams spoke about the 2020 grants and what programs in our agency are utilizing the funds.

#### **2020 Budget update---Information**

- Sweeney gave the board members an updated budget spreadsheet and briefly discussed a few line items. Williams explained the need for Human Services to purchase Kronos for employee time tracking, as Munis cannot meet Human Services' complex time reporting needs.

#### **Resignation(s)---Information**

- Patricia Moore resigned from her Birth to Three position as of 8/16/2019. Rae Wellnitz resigned from her Human Services Assistant position as 8/8/2019.

#### **New Employee(s)---Information**

- Cari Wild will be the new AODA Counselor and will start on 8/27/2019. Anna Spurlock will be the new Birth to Three Coordinator and will start on 9/3/2019. Huffman motioned to make the item "New Employees" an information item and not an action item, seconded by Horn, carried with a unanimous vote.

#### **Training request(s)---Action\***

- Training requests were reviewed and discussed. Torkelson motioned to approve the training requests, seconded by Luchsinger, carried with a unanimous vote.

#### **Next meeting Date & Time**

- September 10, 2019 at 2 p.m. Luchsinger will be absent for Septembers meeting.

#### **Public Comments (limited to 5 minutes each)**

- Torkelson had questions regarding child care for individuals in the Family Promise program. He also mentioned that changes for the good are acceptable for the new Director.

#### **Adjourn**

- Luchsinger motioned to adjourn, seconded by Huffman, carried with a unanimous vote.

Minutes submitted by:  
Lori V. Brown