

# **GREEN COUNTY HUMAN SERVICES BOARD MINUTES August 12, 2020**

**Members Present:** Mike Furgal, Jerry Guth, Herb Hanson, Sandy Horn, Anita Huffman, Beth Luchsinger via Zoom, Russ Torkelson, Kate Maresch and Emily Zarling.

**Members Excused:** None

**Non Members Present:** Daniel Williams, Lori Brown and Mary Miller.

**Call to Order:** Hanson called the meeting to order at 2:00 pm.

**Approval of the July 14, 2020 minutes---Action\***

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

**Committee Reports:**

**a. Audit Committee – July 2020---Action**

Huffman reported on the July audit. Huffman motioned to approve the audit minutes as presented, seconded by Hanson, carried with a unanimous vote.

**b. Aging & Disability Advisory Committee --- Information**

There was no meeting.

**c. Regional ADRC Governing Board --- Information**

Torkelson reported. He said they talked about what the ADRC's are currently doing, scams regarding COVID-19 and the elderly, time reporting and funding, and mentioned that the other ADRC's are impressed with Green County ADRC current programs.

**d. SWCAP Board of Directors --- Information**

Furgal reported. He said election of officers, FEMA applications, funding for farmers, Brodhead Village and SWCAP funding, multipurpose grant were the topics discussed.

**Children's Long-Term Support Screening & Waitlist - Discussion**

- Williams discussed the Katie Beckett funding, the state funding and changing requirements. He said there are currently 16 children on the wait list. With the state changes, it will take longer to get off of the wait list, maybe two years. Currently, our county is able to get the kids off of the waitlist within nine months. Williams proposed two solutions. The one solution is to hire a full time position now knowing that office space will need to be looked into. The other is to look for office space and hire a full time position in 2021. Luchsinger asked what the requirements will be for this position. Williams responded that it would be the same as the other CLTS Case Manager positions.

**Creation of 1.0 FTE Children's Long-Term Support Case Worker – Possible Action\***

- Luchsinger motioned to approve hiring a full time position now, seconded by Torkelson, carried with a unanimous vote.

**ADRC Information & Assistance Specialist Candidate Vacation Benefit – Discussion & Possible Action**

- Williams discussed a candidate for the Information and Assistance Specialist position. He said the candidate has three years-experience in the I & A position and has requested one-week vacation at six months and one week at one year. Maresch motioned to approve one-week vacation at six months and one week at one year, seconded by Huffman, carried with a unanimous vote.

### **Interim CCS Service Director Appointment – Discussion & Possible Action\***

- Williams said the CCS program is required to have a Director with the required credentials to run the program at all times. He said Lisa Marty is currently one of the CCS Service Facilitators and has the required credentials to be the Director for the CCS program. Marty is not interested in the Director position permanently, however, she is willing to be the Director until a new Director is hired permanently. Williams would like to reclass Marty effective 8/14/2020 to payroll group 7, grade 24, step 1 during the interim. Maresch motioned to approve the reclass, seconded by Huffman, carried with a unanimous vote.

### **Contract(s) over \$5,000 and less than \$75,000 – Discussion & Possible Action\***

- a. Vitality Youth Services-This is a CLTS provider that will provide respite, daily living skills, family support. They are registered with the state of Wisconsin. The contract amount will be for \$69,000 and will be till the end of 2020. There will be program funding to cover this contract and there will not be any tax levy needed. Luchsinger motioned to approve the contract and amend the budget to include the contract, seconded by Horn, carried with a unanimous vote.
- b. NetSmart/Joxel Group- NetSmart has signed off that we are fully implemented with myEvolv. We are actually nine updates behind and need to be updated. The quote submitted is higher than expected. The quote includes where we are and what needs to be done to get us to where we should be. The contract amount is \$42,000 and will be completed by the end of 2020. Guth ask how often updates were made, Williams responded that he was not sure, but a said maybe a few times a year. Zarling motioned to approve the contract, seconded by Luchsinger, carried with a unanimous vote.

### **Human Services Wage Scale-Discussion & Possible Action**

- Williams discussed the budget guidelines. He said departments will find a way to move the new wages into the budget. He said there were three different wage scales. There is a need for a phase approach. Hanson said the wage scale was not realistic and we could not afford it. Guth mentioned that the Directors were to come up with how to pay for new wages in the budget.

### **Training Requests-Action**

- Furgal motioned to approve the trainings with a change to Gundlach and Puppe. Their trainings will be online, no hotel, meals or mileage will be needed. Motion seconded by Maresch, carried with a unanimous vote.

### **Director's Report---Information**

- Williams gave the board member a handout that included operation updates, 2021 Grant Award Notifications, Personnel Changes, Exit Interview Questions. Williams also mentioned that there were leaks in the building this week and that he has been working on the single audit this week.

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

- September 8, 2020 2:00 p.m.

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

- None

### **Adjourn**

- Beth motioned to adjourn, seconded by Furgal, carried with a unanimous vote.

Minutes submitted by:  
Lori V. Brown  
Business Manager