

MENOMINEE COUNTY HUMAN SERVICES BOARD

Oct. 21st, 2015

BOARD MEETING MINUTES

BOARD MEMBERS PRESENT: Tony Waupochick, Terrance Brooks, James Lowey, Susan Cook, Faye Dodge, and William Waubanascum Jr. **Absent:** Chyrl Irving (Excused).

OTHERS PRESENT: Barb Nelson, Lois Krizan, R. Nicole McNeel Personal Care RN, Rachel Kielblock Behavioral Health Program Manager, and Heather Ondik, Recorder.

- A. CALL TO ORDER & ROLL CALL:** Meeting called to order by Chairman Tony Waupochick at 5:03 p.m. and roll call taken, quorum present.
- B. COMMUNITY INPUT:** Handouts provided at meeting. The Director reminded members of the Spaghetti Dinner being held on 10/30/15 from 4:30p until 7:30p. The food drive is also in full swing and ends on November 20th. An educational seminar for local government officials will be held on November 16th and a WCHSA conference being held on December 3rd & 4th. Please contact Heather if interested. A meeting will be held on November 18th to learn more about Fostering Futures and Community Engagement.
- C. MINUTES – Sept. 16, 2015:** (provided in packet) reviewed, a correction noted and approved.
MOTION: W. Waubanascum Jr. moved to approve the 9/16/15 minutes with noted corrections. Seconded by J. Lowey. 4 in favor, 2 abstentions and 1 absent. Motion carried.
- D. PRESENTATION**
- 1. Behavioral Health Unit – Student Health Center; Diversion Center; & Columbia Suicide Risk Assessment:**
Student Health Center: Handout was provided. An overview of the Student Health Center was provided by Rachel Kielblock. The workgroup to establish the health center included staff from the Tribal clinic, the County, Maehnowesekiyah, and the schools. The health center is about promoting mental & behavioral health. The group has met for the past year and continues to meet. The goal is to keep kids in regular education. There will be Therapists available and an exercise room to burn off energy in a positive manner. There are classrooms for elementary, middle, and high school. W. Waukau will determine when a student needs to go to the health center. Parents will need to sign consent form to be seen by Therapists. R. Kielblock is very excited about the health center. Right now the project is being sustained through grant support from SAMHSA. **Diversion Center:** R. Kielblock noted the diversion center is currently unavailable. HSD Currently uses Caty Home. At the last County/Tribal Planning Committee meeting transportation was discussed as an issue. However, Mark Waukau, Police Chief, did state they would transport as needed after a policy was put into place. **Columbia Suicide Risk Assessment:** R. Kielblock noted a workgroup with various Counties has been developed and is looking at how to deal with suicidal youth. The Columbia assessment is very easy to administer with 6 total questions. Many counties are currently using this method also. HSD On-Call will use this assessment tool for both Adults and Youth. The assessment can be done by talking with a parent, a close collateral contact, or the youth themselves. HSD does require all On-Call staff to complete the Columbia assessment if the person is suicidal. A satisfaction survey is used as follow-up. The assessment is to be completed within the first 72 hours. Questions addressed. Discussion held.
 - 2. Personal Care Program**
 Handout packet provided at meeting. R. Nicole McNeel provided an overview of the Personal Care Program. The MA Personal Care Program is a program designed by the state to assist persons ages 18 and older that are elderly or disabled remain in their homes by providing trained Personal Care Workers to come to their homes and assist with all activities of daily living. Other areas discussed included: activities of daily living, additional assistance such as transporting, requirements for services, paperwork process, Personal Care Worker requirements, and the overall process of bringing everything together. Questions addressed. Discussion held.
- E. FINANCIAL**
- 1. FES –Funding Expense Report (FES)** provided in packet. Overview provided by the Operations Administrator. Discussion held. Questions addressed.
MOTION: S. Cook moved to accept the FES Reports. Seconded J. Lowey. All in favor. Motion carried.

2. **Contracts:** (none)
3. **Budget Modifications:** Provided in packet. Overview provided by the Operations Administrator. Discussion held. Questions addressed and a change noted.
MOTION: S. Cook moved to approve the budget modifications with the correction noted. Seconded J. Lowey. All in favor. Motion carried.
4. **Vouchers** –Approved and signed (Summary provided in packet /detail pages available at the meeting). Discussion held & questions addressed.
MOTION: J. Lowey moved to approve the vouchers numbered 0142-148. Seconded by F. Dodge. All in favor. Motion carried.
MOTION: J. Lowey moved to approve the vouchers numbered 0124-0131. Seconded by S. Cook. All in favor. Motion carried.
MOTION: J. Lowey moved to approve the vouchers numbered 0134-0140. Seconded by S. Cook. All in favor. Motion carried.

F. OLD BUSINESS

1. **Personal Care Forms/Changes made.** Handouts provided in packet. Changes were made to forms per the request of the HSD Board. Discussion held.
MOTION: J. Lowey moved to approve the forms as presented. Seconded by T. Brooks. 5 in favor, 1 abstentions and 1 absent. Motion carried.
2. **Letter to Personal Care Worker.** Handout provided in packet. Informational.

G. AGENCY REPORTS

1. **Director / Progress Reports** (provided in packet) the reports were reviewed and approved.
MOTION: W. Waubanascum Jr. moved to accept the Director/ Progress Reports. Seconded by J. Lowey. All in favor. Motion carried.

H. CORRESPONDENCE/BOARD INFO

1. **Training announcements & Correspondence** – None.
2. **ADRC minutes (9/14/15):** Informational.
3. **Fostering Futures Newsletter (October)** Informational.
4. **Fostering Futures Minutes (9/15/15)** Informational.
5. **Community Engagement Minutes (7/20/15)** Informational.
6. **Planning Committee (7/21/15)** Informational.
7. **Public Health – HSD Board member:** Discussion occurred regarding the Assembly Bill 362 with respect to multi-county Public Health Departments and funding. J. Lowey noted it was not on the agenda for the last meeting. J. Lowey will keep the HSD Board posted on the status.

I. PERSONNEL REPORT:

1. **LTC position (2):** The Director informed the Board of the in house transfer from the Family Services to the Long Term Care Unit for one of the two LTC vacancies. There has only been one outside application received and screening has been set for Tuesday 10/27 for the other vacancy. It has been hard challenging to arrange times for screening. Discussion held.
2. **Family Services Caseworker:** Three applications received; screening is set for 10/27.
3. **Position updates and/or resignations:** None.

J. NEW BUSINESS

1. **Set a date for Evaluation, Director:** The Board agreed to conduct the Directors evaluation at the next regular HSD Board meeting on November 17th.
2. **Future Presentations:** Independent Living program, an update on Family Care process and Education Information sharing passport.
3. **Items, if any, to be scheduled for next meeting:** An agenda will be sent out for the meeting to be held on November 18th at 5pm at the casino. An additional agenda will be sent out for the Regular HSD Board meeting that will now be held on November 17th at 5pm.

L. ADJOURNMENT: Meeting adjourned at 6:40 p.m.

MOTION: J. Lowey moved to adjourn meeting. Seconded by S. Cook. All in favor. Motion carried.