

MENOMINEE COUNTY HUMAN SERVICES BOARD**Nov. 17th, 2015****BOARD MEETING MINUTES**

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

OTHERS PRESENT: Barb Nelson, Lois Krizan, Susan Golding-Family Services/Daycare/WHEAP Supervisor, Steve Summers-Independent Living & Alternate Care Service Coordinator, Amy Zimmer-Substance Abuse Counselor/Manager Assistant, and Heather Ondik, Recorder.

A. CALL TO ORDER & ROLL CALL: Meeting called to order by Chairman Tony Waupochick at 5:02 p.m. and roll call taken, quorum present.

B. COMMUNITY INPUT: None.

C. MINUTES – Oct. 14, 2015 & Oct. 21, 2015: (provided in packet) reviewed and approved.

MOTION: J. Lowey moved to approve the 10/14/15 & 10/21/15 minutes. Seconded by T. Brooks. All in favor. Motion carried.

D. FINANCIAL

1. **FES**–Funding Expense Report (FES) provided in packet. Overview provided by the Operations Administrator. Discussion held. Questions addressed.

MOTION: J. Lowey moved to accept the FES Reports. Seconded F. Dodge. All in favor. Motion carried.

2. **Contracts (none)**

3. **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 157-164 in the amount of \$200,788.39. Seconded by W. Waubanasum Jr.. All in favor. Motion carried.

MOTION: J. Lowey moved to approve the vouchers numbered 149-156 in the amount of \$147,654.28. Seconded by W. Waubanasum Jr. All in favor. Motion carried.

E. PRESENTATION

1. **Independent Living Program-regionalization:** (Handouts provided in packet and at the meeting). Susan Golding and Steve Summers provided an overview of the Independent Living program. Regionalization will be taking place on 1/1/16 working with the State and the Bay Area Workforce Development Board. The main focus of the program is youth 17 years of age and they can be on the program until 23 years of age if they continue to meet the criteria. Work is focused on the youth's goals, and how to achieve goals. The Bay Area Board has many employers in the Green Bay and Fox Valley areas. At the Regionalization meeting held on 11/3/15 Bay Area Board was very excited to roll out this program but overall the meeting wasn't very informational. B. Nelson reported that the funding has been cut for this program but there is still the same amount of workload for the County. Questions addressed. Discussion held.

2. **Education Information Sharing Passport:** (Handouts provided in packet and at meeting). Susan Golding and Steve Summers provided an overview of the Education Information Sharing Passport Form. The goal is to improve communication between the child welfare system and schools so that a child's educational outcomes are improved by open channels of information sharing. An example of the form than needs to be filled out and given to a school was provided to the HSD Board. The form is given to schools when a child enters out of home care, if there is a change in the child's placement, or if the child exits out of home care. The form is given to schools for enrollments and disenrollment purposes. The passport form includes the following information: demographics, school information, child welfare agency information, out of home care provider information, parent/guardian/custodian information, exiting out of home care information, and other useful information for school staff about the child and their behaviors, interests and extracurricular activities. Questions addressed.

3. **SOAR Project:** Handout provided in packet. Amy Zimmer provided an overview of the SOAR project. SSI/SSDI Outreach, Access and Recovery (DOAR) help as community increase access to Social Security disability benefits for individuals who have mental health and/or co-occurring substance abuse problems and are experiencing or at risk of being homeless. SOAR is funded by the Substance Abuse and Mental Health Services Administration (SAMHSA) and is being administered by NEWCAP. In order to bring the program to Menominee County, the county would have to pass a resolution in support of the program. Questions addressed. Discussion held.

MOTION: J. Lowey moved that the HSD Board recommended to the full board acceptance of the SOAR Project . Seconded W. Waubanasum Jr. All in favor. Motion carried.

F. OLD BUSINESS

1. **FY2016 budget status** - The County/Town 2016 budget has been approved by the County/Town Board. HSD was approved, out of the Grant Management Assistance Funding, for \$22,420.00 for a new vehicle and funding to purchase some laptop systems. A desk setup and replacement desk chairs were denied requests. B. Nelson complimented L. Krizan on a great job. B. Nelson attended all budget meetings and everything went very well.

G. AGENCY REPORTS

1. **Director/Progress Reports:** (provided in packet) the reports were reviewed and approved.
MOTION: W. Waubanasum Jr. moved to accept the Director/ Progress Reports. Seconded by T. Brooks. All in favor. Motion carried.
2. **Family Care Status** –All 13 clients (non-Tribal) have been transitioned successfully. 10 went to Care Wisconsin, 2 went to Lakeland, and 1 went to Connections, a self-directed IRIS program. There are 17 individuals on a waiting list as they didn't qualify for the waiver program, but may qualify for Family Care. They will also be moved to Family Care.

H. CORRESPONDENCE/BOARD INFO

1. **Training announcements & Correspondence** – Handouts provided at meeting. There is an upcoming WCA webinar on 12/14/15. The second handout was an invitation/agenda to a celebration dinner in honor of the Menominee Nation Collaboration Robert Wood Johnson Foundation 2015 Culture of Health Winner on November 18th. Tribal Legislature, School Board, and County were invited.
2. **ADRC minutes (10/13/15):** Informational.
3. **Fostering Futures Newsletter (November)** Informational.
4. **Community Engagement Minutes (10/12/15)** Informational.
5. **Public Health – HSD Board member:** HSD Board Member, James Lowey provided information about the American Planning Association – Plan4Heath Grant that the Shawano/Menominee Public Health Department was awarded. Shawano County Planning, Public Health, and UW-Extension in collaboration will be addressing food systems (the path that food travels from field to fork) and its impact on health equality in Shawano and Menominee Counties. The project will take a research based approach to identifying components of the local system that are either missing or insufficient. Project Strategies: Capacity Building; Research and Data Collection; identify and report Policy, Systems, and Environmental changes; and Communications and Public Outreach.

I. PERSONNEL REPORT

1. **LTC position:** Per the interview panel, the recommendation was to hire Lisa Puishis.
MOTION: W. Waubanasum Jr. moved to approve the hiring of Lisa Puishis for the Long Term Care Case Worker position. Seconded by J. Lowey. All in favor. Motion carried.
2. **Family Services Caseworker:** Per the interview panel, the recommendation was to repost this position as the one interviewee did not submit all required documents.
3. **MOTION: W. Waubanasum Jr. moved to approve the reposting of the Family Services Case Worker position. Seconded by T. Brooks. All in favor. Motion carried.**
4. **Position updates and/or resignations:** None.

J. CLOSED SESSION

1. **WIS. STATUTE 19.85 (1)(c) & (f) Personnel Matters (Evaluation)**
MOTION: Lowey moved to go into a closed session. Seconded by T. Brooks. All in favor. Motion carried.

ROLL CALL: Roll call taken. Board Members present: Tony Waupochick, Faye Dodge, William Waubanascum Jr. James Lowey, and Terrance Brooks. **Absent:** Chyrl Irving (Excused) and Susan Cook

K. OPEN SESSION– convened

Return to open session in accordance with Wis. Stats 19.85 (2) in order to conduct further business.

MOTION: F. Dodge moved to return to open session to conduct further business. Seconded by T. Brooks. All in favor. Motion carried.

ROLL CALL: Roll call taken. Board Members present: Tony Waupochick, Faye Dodge, William Waubanascum Jr. James Lowey, and Terrance Brooks. **Absent:** Chyrl Irving (Excused) and Susan Cook

RECORD ANY MOTIONS FROM CLOSED SESSION

The HSD Board noted they will finish this agenda item at the next regular scheduled board meeting.

MOTION: J. Lowey moved to accept the Executive Director Job Description with revisions provided. Seconded by F. Dodge. All in favor. Motion carried.

L. NEW BUSINESS

1. **Future Presentations:** Alternative Response in January or February.

2. **Items, if any, to be scheduled for next meeting:** None.

L. ADJOURNMENT: Meeting adjourned at 7:25 p.m.

MOTION: W. Waubanascum Jr. moved to adjourn meeting. Seconded by J. Lowey. All in favor. Motion carried.