

MENOMINEE COUNTY HUMAN SERVICES BOARD

February 18th, 2015

BOARD MEETING MINUTES

BOARD MEMBERS PRESENT: Tony Waupochick, Faye Dodge, Susan Cook, William Waubanasum Jr. **Absent:** Liz Arnold (excused), Beverly Muehlius and Chyrl Irving (excused).

OTHERS PRESENT: Barbara Nelson, Lois Krizan 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:** None.
- C. MINUTES – January 21, 2015:** (provided in packet) the minutes were reviewed and approved.
MOTION: S. Cook moved to approve the 1/21/15 minutes. Seconded by F. Dodge. All in favor. Motion carried.
- D. FINANCIAL**
1. **FES –Funding Expense Report (FES)** provided in packet. Report overview provided by the Operations Administrator. Discussion held. Questions addressed.
MOTION: S. Cook moved to accept the FES Reports. Seconded F. Dodge. All in favor. Motion carried.
 2. **Contracts:** Handouts provided in packet. The contracts were reviewed and approved.
MOTION: W. Waubanasum Jr. moved to approve the contracts. Seconded S. Cook. All in favor. Motion carried.
 3. **Vouchers –** Documents reviewed, approved and signed (Summary page provided in packet / detail pages available at the meeting).
MOTION: F. Dodge moved to approve vouchers. Seconded by W. Waubanasum Jr. All in favor. Motion carried.
 4. **Personal Care/Supportive Home Care Fiscal Svcs:** L. Krizan met with Kerber & Rose. HSD employees are collecting data and Kerber is setting up their system to start in April. Lois intends to setup meetings with the workers to discuss the transition and new options. Kerber & Rose's fees are less for processing and more options will be available for the workers. HSD staff is working diligently on gathering everything for the transition.
 5. **2014 Deficit Actions taken by HSD Board:** Attachment provided in packet. The Director reported the AODA restriction to treatment was lifted as 2014 closed. There was negative feedback while it was in place. However, the cost is a large burden to the County. L. Krizan believes the County can't afford to offer the third party services to all. B. Nelson noted that not every County offers third party commitments and she is inquiring with the County's Corp. Council to see what is required. F. Dodge inquired about the use of Maehnowesekiyah. B. Nelson confirmed staff does recommend Maehnowesekiyah but the Judges often recommend inpatient elsewhere. Questions address. Discussion held.
MOTION: F. Dodge moved to resume the restricting inpatient residential AODA treatment to the mandated target population of pregnant women and minors and revisit it in April 2015. Seconded by S. Cook. All in favor. Motion carried.
 6. **Budget Amendment:** B. Nelson reported the need for a replacement scanner that sync's with the Laserfiche medical record scanning system. The cost of the new scanner is \$897.75. Discussion held.
MOTION: F. Dodge moved to approve HSD to make a budget amendment to purchase a scanner. Seconded by W. Waubanasum Jr. All in favor. Motion carried.
- E. AGENCY REPORTS**
1. **Director / Progress Reports** (provided in packet): Diversion Center usage was discussed and clarified.
MOTION: W. Waubanasum Jr. moved to accept the Director/ Progress Reports. Seconded by S. Cook. All in favor. Motion carried.
 - a) **HSD Internal Behavioral Health Referral Process** (provided in packet): Informational.
 - b) **Memo re: Daily Logs Expectations** (provided in packet): Informational.
 - c) **Trauma Informed Care Memo** (provided in packet): Informational.

2. **Community Engagement Workgroup Meeting:** (provided in packet) The Director reported the County and Tribe are doing 90 day action plans and all workgroups come together to report on their plans so that all entities are aware of what is occurring in the community. The Community Engagement Workgroup Meeting occurs quarterly replacing multiple meetings referred to as silos.

F. CORRESPONDENCE/BOARD INFO

1. **Training announcements** –Handout provided at meeting.
2. **HSD Board terms expiring in 2015:** The Director noted Chyrl Irving and Beverly Muehlius positions are ending and the vacancies will be posted in March. Informational.
3. **ADRC minutes (1/12/15):** (provided in packet) Informational.
4. **Board of Health Meeting (1/19/15):** (provided in packet) Informational.
5. **Fostering Futures Core Team Meeting minutes (1/20/15)** (provided in packet): Informational.
6. **Fostering Futures Core Team Newsletter (Feb):** (provided in packet) Informational.
7. **Fostering Futures 2014 Annual Report** (provided in packet) Informational.
8. **C/T Planning Committee (11/18/14 & 12/16/14)** (provided in packet) Informational.

G. PERSONNEL REPORT:

1. **Clinical Supervisor:** The Director reported the promotion of Bruce Dudzik to Clinical Supervisor effective 2/9/15.
2. **Clinical Case Manager Positions (2):** We received two applicants and one received past the deadline. Screening will take place with Administrative Coordinator, Jeremy Weso on Feb. 26th.
3. **SLU-LTC Supervisor position:** Using LTC in the position title may be a deterrent for getting applicants, due to Family Care coming and LTC, as we currently know it, is ending. Considering renaming the position Adult Services Supervisor. This will be discussed with the Administrative Coordinator and then reposted.
4. **Coordinator ILP/DC/AC & Service Specialist:** This position is being re-evaluated.
5. **Position updates and/or resignations:** none.

H. NEW BUSINESS

1. **Future Program Presentations:** The Director will share 90 day plans implemented in the agency and the Trauma Informed Strategic Plan.
2. **Items, if any, to be scheduled for next meeting:** None.

L. ADJOURNMENT: Meeting adjourned at 6:00 p.m.

MOTION: W. Waubanasum Jr. moved to adjourn meeting. Seconded by F. Dodge. All in favor. Motion carried.