

MENOMINEE COUNTY HUMAN SERVICES BOARD

June 17, 2015

BOARD MEETING MINUTES

BOARD MEMBERS PRESENT: Tony Waupochnik, Faye Dodge, Susan Cook, James Lowey and William Waubanascum Jr. Chyrl Irving. Vacancy.

OTHERS PRESENT: Barbara Nelson, Lois Krizan and Heather Ondik, Recorder.

- A. CALL TO ORDER & ROLL CALL:** Meeting called to order by Chairman Tony Waupochnik at 5:02 p.m. and roll call taken, quorum present.
- B. COMMUNITY INPUT:** B. Nelson provided handouts of the Shawano-Menominee Counties Health Dept. Annual Report and the HSD brochure of services.
- C. MINUTES – May 20, 2015:** (provided in packet) the minutes were reviewed and approved. Correction under J #3 of F. Dodge seconding the motion.
MOTION: S. Cook moved to approve the 5/20/15 minutes with the noted correction. Seconded by C. Irving. All in favor. Motion carried.
- D. ELECTION OF HSD BOARD OFFICERS** Annual election of officers held.
1. W. Waubanascum Jr. nominated Tony Waupochnik for Chairmen.
MOTION: C. Irving moved to close nominations. W. Waubanascum Jr. Seconded. All in favor. Motion carried.
MOTION: W. Waubanascum Jr. moved to approve Tony Waupochnik for Chairmen. Seconded by C. Irving. All in favor. Motion carried.
 2. W. Waubanascum Jr. nominated J. Lowey for Vice-Chairmen.
MOTION: W. Waubanascum Jr. moved to close nominations. Seconded by C. Irving. All in favor. Motion carried.
MOTION: W. Waubanascum Jr. moved to approve J. Lowey for Vice Chairmen. Seconded by S. Cook. All in favor. Motion carried.
 3. C. Irving nominated S. Cook for Secretary.
MOTION: C. Irving moved to close nominations. Seconded by W. Waubanascum Jr. All in favor. Motion carried.
MOTION: C. Irving moved to approve S. Cook for Secretary. Seconded by W. Waubanascum Jr. All in favor. Motion carried.
- E. 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 J. Lowey. All in favor. Motion carried.
 2. **Contracts:** None.
 3. **Vouchers –** Documents reviewed, approved and signed (Summary page provided in packet / detail pages available at the meeting).
MOTION: C. Irving moved to approve vouchers. Seconded by J. Lowey. All in favor. Motion carried.
 4. **Restricted 3rd party requests - review:** B. Nelson reported no one has come in for a 3rd party since the last review of the policy. The HSD agreed to leave the restrictions in place and revisit the topic in September 2015.
MOTION: C. Irving moved to continue to leave the 3rd party restrictions in place as they are now. Seconded S. Cook. All in favor. Motion carried.

F. AGENCY REPORTS

1. Presentation – Family Care & Waivers

Handouts provided at meeting. The Operations Administrator provided the presentation. The types of waivers were discussed. Those waivers are: Community Options Program (COP) – waiver, Community Integration Program II (CIP II), Tribal (CIP II), Community Integration program 1B (CIP IB), Tribal (CIP IB), and Children’s Long Term Support (CLTS). These waiver programs were

developed to provide community services to the frail elderly, elderly and persons with physical disabilities and developmental disabilities at risk of entering a nursing home or institution. Tribal waiver programs are 100% funded by the Federal Government and provide community services to Tribal members and 1st descendants Children's Long term support was developed to provide community services to children up to age 22 and their families who have a developmental disability, physical disability, and those who have severe emotional disturbance. Eligibility for the waiver program was also reviewed. The Long Term Care function screen process, assessments and supplemental tools were clarified by Lois. Individual Service Plans, outcomes, and allowable services were reviewed. Clarification of Family Care was provided by both the Director and Operations Administrator. The Operations Administrator reviewed the history, development, and goals of the program. Both the Director and Operations Administrator clarified the components of Family Care, what makes up the interdisciplinary care management team, and how the transition to family care will work in our county. Discussion held. Informational.

2. **Director / Progress Reports** (provided in packet): The reports were reviewed and approved. Questions addressed and discussion held regarding diversion center.

MOTION: J. Lowey moved to accept the Director/ Progress Reports. Seconded by C. Irving. All in favor. Motion carried.

G. CORRESPONDENCE/BOARD INFO

1. **Training announcements & Correspondence** – None.
2. **Board Vacancy:** Welcome Chyrl Irving and thanked her for her continued appointment. One other vacancy remains at this time.
3. **HSD Board By-Laws (annual review):** HSD Board concluded current By-Laws are satisfactory and no revisions are needed.
4. **ADRC minutes (none at this time).**
5. **Fostering Futures Newsletter (June):** (provided in packet) Informational.
6. **Fostering Futures 90 day Implementation Plan:** (provided in packet) Informational.
7. **Community Engagement Workgroup Mtg. Minutes:** (provided in packet) Informational.

H. PERSONNEL REPORT:

1. **Long Term Care Case Manager Position – approval to hire:** Per the interview panel, the recommendation was to hire Raymond Creapeau III.
MOTION: C. Irving moved to approve the hiring of Raymond Creapeau III for the Long Term Care Case Manager position. Seconded by S. Cook. All in favor. Motion carried.
2. **Service Specialist position - update:** The Director reported screening will take place on 6/18/15 and intends to have a recommendation for the HSD Board in July.
3. **Position updates and/or resignations:** none.

I. NEW BUSINESS

1. **Future Program Presentations (what program would you like to have present?):** Next month presentation will be on the Support Unit. Laserfiche and scanning processes will be highlighted.
2. **Items, if any, to be scheduled for next meeting:** Review of the yearly goals. S. Cook questioned how court processes were going. B. Nelson noted things are getting better.

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

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