

MENOMINEE COUNTY HUMAN SERVICES BOARD

Aug 19, 2015

BOARD MEETING MINUTES

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

OTHERS PRESENT: Lois Krizan and Heather Ondik, Recorder.

- A. CALL TO ORDER & ROLL CALL:** Meeting called to order by Chairman Tony Waupochick at 5:16 p.m. and roll call taken, quorum present.
- B. COMMUNITY INPUT:** none.
- C. MINUTES – July 15, 2015:** (provided in packet) the minutes were reviewed and approved.
MOTION: J. Lowey moved to approve the 7/15/15 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. T. Brooks requested a copy of the high cost first come first serve policy. L. Krizan noted the County's lobbyist has been notified. J. Lowey will see if he can get the Wisconsin Counties Association to look into this area also. Discussion held. Questions addressed.
MOTION: J. Lowey moved to accept the FES Reports. Seconded S. Cook. All in favor. Motion carried.
 2. **Contracts:** Contracts provided in packet. Review provided by the Operations Administrator.
MOTION: J. Lowey moved to approve the contracts. Seconded F. Dodge. All in favor. Motion carried.
 3. **Budget Modifications:** Review; corrections needed.
MOTION: S. Cook moved to table the modifications until next month. Seconded J. Lowey. All in favor. Motion carried.
 4. **Vouchers –Approved and signed** (Summary provided in packet /detail pages available at the meeting).
MOTION: J. Lowey moved to approve the vouchers numbered 093-097. Seconded by W. Waubanascum Jr. All in favor. Motion carried.
MOTION: J. Lowey moved to approve the vouchers numbered 099-105. Seconded by S. Cook. All in favor. Motion carried.
 5. **Personal Care/Supportive Home Fiscal Svcs:** L. Krizan reported that there were some growing pains with Kerber & Rose but feels things will improve with processing. In the later part of August, workers will begin getting paid bi-monthly. Kerber & Rose total the logs which HSD likes as they no longer have to do this task. Informational.
- E. AGENCY REPORTS**
1. **Presentation – Rep Payee Procedure (Heather)** Handouts provided in packet & at the meeting. An overview of the revised Representative Payee procedure was provided by Heather Ondik. Clarification on the procedure and overall process were discussed. Key areas discussed included: Payee determination, referral/acquiring approvals, service provisions/duties, Changes or Events reported to Social Security Administration (SSA), Termination of Representative Payee Services, Questions / Complaints / Concerns, forms that will be used, and how the procedure will be rolled out to staff. Informational.
MOTION: J. Lowey moved to approve the revised Representative Payee Procedure. Seconded by F. Dodge. All in favor. Motion carried.
 2. **Director / Progress Reports** (provided in packet) the reports were reviewed and approved.
MOTION: S. Cook moved to accept the Director/ Progress Reports. Seconded by W. Waubanascum Jr. All in favor. Motion carried.
 3. **Medicaid and Counties:** (provided in packet) Informational.
 4. **Flyers regarding “Hopeline”** (provided in packet) L. Krizan provided Hopeline business cards at the meeting. More flyers are available through the website. Information was also shared with the Tribe.
 5. **Lennox seeks nominees for furnace program:** L. Krizan advised if anyone could use an updated furnace to refer people to Lennox. Also installation if free. Questions addressed.

F. CORRESPONDENCE/BOARD INFO

1. **Training announcements & Correspondence** – None.
2. **ADRC minutes (7/13/15): Informational.**
3. **ADRC newsletter (Aug): Informational.**
4. **Public Health – report, if any, from HSD Board member:** J. Lowey reported Shawano County has a confirmed case of communicable TB. F. Dodge noted the case was seen in the Tribal Clinic. It can be expensive when the State requires all exposed to be treated. A lot of direct observations are needed for 9 months up to a year. There is one child on the reservation with blastomycosis at this time. There have been 5 cases of Lyme disease confirmed in Menominee County. Chlamydia cases have been declining within the county.

G. PERSONNEL REPORT:

1. **Position updates and/or resignations:** none.

H. NEW BUSINESS

1. **Future Program Presentations:** Crisis Debriefing procedure presentation. If the Personal Care Nurse is available a closed session will be added to the agenda.
2. **Items, if any, to be scheduled for next meeting:** Budget modifications will be brought back for review. 3rd party commitment process to be reviewed. Also setup a time for the Directors annual review.

L. ADJOURNMENT: Meeting adjourned at 6:20 p.m.

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