

Trempealeau County Human Services Board Meeting

Meeting called to order by Curtis Skoyen at 3:35 p.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, December 7, 2015.

Board Members Present: Dora Jean Blaha, Richard Frey, Wade Britzius, Curtis Skoyen, Karen Sepich

Staff Present: Deb Suchla, Kathy Gauger, Janet Butler, Erin Hilleshiem, Mary Manka

Notice was posted according to open meeting law requirements.

Adoption of Agenda – Motion by Mr. Frey to adopt the presented agenda with the agenda order changes; **seconded** by Mr. Britzius. **Motion carried.**

Minutes of Prior Human Services Board Meeting – Motion by Mr. Frey to accept the minutes from the November 2, 2015 meeting; **seconded** by Ms. Sepich. **Motion carried.**

Public Comments – none

6. Staff Program Presentation – Recovery Court - will be presented at a later date

7. Aging Budget Resolution

Ms. Gauger stated that once a year an Aging Budget Resolution needs to be done due to budget changes by GWAAR. A handout was distributed and discussed. Mr. Frey made a motion to approve the resolution; seconded by Ms. Blaha. Motion carried.

8. Nutrition Assessment Report

In June of this year, GWAAR representatives came and met with Carol Anderson and Ms. Gauger. They were here to evaluate the Nutrition Program and give recommendations if necessary. Part required correction action. She will address by the end of the year. The four parts that were looked at are the wait list, assessment of the 10 risks, nutrition program disciplinary process and emergency preparedness which will include an annual fire drill at all sites. All sites will post instructions/directions for fire and tornado. New client tracking system (SAMS IR) training will be December 8.

9. Consider Setting Aside Unspent 2015 Funds to Special Fund for Nutrition Programs

Agenda item was tabled for future meetings.

10. Consider/Approve CSP Program Change

Janet Butler from Mayo Behavioral Health in Arcadia was here to explain our relationship with Mayo Behavioral Health and Human Services CSP program and to answer any questions the Board may have. The one major issue we are struggling with is the lack of a Psychiatrist. This is a nationwide problem. We are trying to secure one day (8 hrs.) of Dr. Persing's time. Ms. Hillshiem distributed a handout showing different model to offer CSP. CSP requires a nurse and doctor. CSP is an expensive program but helps keep clients out of the hospital. We are able to save money if clients are eligible for MA and cost savings in preventative hospitalizations. Mayo Clinic Health Service is on board to working with us for another year.

For Human Services to be certified is very intense. If Mayo Clinic Health System cannot continue with the CSP program we want to be able to proceed in a policy direction, researching all the options available, keep the Board updated and stay with what we have right now if possible. **Motion** made by Mr. Frey to keeping the CSP program and exploring options to move forward; **seconded** by Ms. Sepich. **Motion carried.**

11. Strategic Plan Priority 5 Report

Ms. Suchla passed out the 5th Strategic Plan Priority – How do we best work together under on Human Services umbrella as a valued team? Strategy 1 – Complete our organizational structure and Strategy 2 – Improve intra-unit communications to build unity were discussed noting the action steps, progress toward completion, work left to be done and completion timeline.

12. Approve Wait List Policy

A Wait List Policy was distributed. Each program has certain requirements. If need be, the supervisor will meet with Ms. Suchla and work on program procedures that will comply with the policy. The Director would approve these procedures. **Motion** by Mr. Frey to approve the Wait List Policy; **seconded** by Ms. Sepich. **Motion carried.**

13. Disposal of Crown Vic

Ms. Suchla suggested that we sell by making an announcement in the courthouse that we have the Crown Vic for sale and we will accept sealed bids. Mr. Britzius stated that the staff should handle the sale in any form they would like. No motion needed.

14. Personnel Update

We are looking at adding two new positions for CCS after the first of January. If someone within is hired, we would need to backfill their position first.

15. Financial Report

A handout was distributed and discussed. The Family & Children's unit costs are running a little high right now. One child has recently been moved to another facility and another child will age out next year. It is very difficult to predict expenses for this program.

16. Meeting adjourned at 5:25 pm – next meeting will be Monday, January 4, 2016 at 3:30 p.m.

Respectfully Submitted,

Rob Reichwein
Secretary