

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: May 9, 2016, 5:00 p.m., Room 213, West Square Building, Baraboo, WI

Members Present: Joan Fordham, Peter Vedro, John Miller, James Bowers, Beverly Vertein,
Connie Lehman, John Deitrich, Jean Berlin

Members Excused: Julie Fleming

Members Absent:

Others Present: Brattset, Box, Nicole Rachuj, David Zeller, Cindy Jones

Daniel Brattset called the meeting to order and certified compliance with the Open Meeting Law.

Motion by Joan Fordham, seconded by John Miller to adopt agenda. Motion Carried.

Human Services Board Organization

- a. Election of Officers: Nominations and voting took place with a unanimous vote for Joan Fordham as Chair, John Miller as Vice Chair and Connie Lehman as Secretary.
- b. Set Meeting Date and Time: Future meetings will be the first business Monday of the month at 4:00 p.m. This time may need to be revisited.

Approve Minutes of Previous Meeting

Motion by Jim Bowers, seconded by Jean Berlin to approve the minutes for the previous Human Services Board meeting held on April 4, 2016. Motion Carried.

Public Comment

Board members and SCDHS staff introduced themselves.

Communication

- a. Board Materials: Distributed electronically

Business Items:

- a. Review and Approve Monthly Vouchers: Distributed electronically. Stephanie Box reviewed the Monthly Voucher Report.

Motion by Jim Bowers, seconded by Jean Berlin, to approve monthly vouchers in the amount of \$1,589,278.40. Motion carried.

- b. Accounts Receivable Report: Stephanie Box distributed and reviewed the Accounts Receivable Report for March 2016.

- c. Approval for Collection Requests:

Motion by Beverly Vertein, seconded by Connie Lehman, to approve sending 45 accounts to Credit Management Control for \$25,783.34. Motion carried.

- d. Monthly Reports: Distributed electronically. Stephanie Box discussed the March 2016 Volatile line report.

- e. Year End Report: Stephanie Box distributed and reviewed the favorable Year End Reports.

- f. Resolution Recognizing Bill Orth: Dan Brattset distributed the resolution for Board Members' signatures recognizing the twelve years of service by Bill Orth.

Motion by John Deitrich, seconded by Jim Bowers, to approve the Resolution Recognizing Bill Orth. Motion carried.

- g. Elect Appointment for Mississippi Valley Lakeview Partnership Board Member: Dan Brattset explained how SCDHS utilizes Lakeview. Meetings occur quarterly on a Thursday.

Motion by John Deitrich, seconded by Jean Berlin, to appoint Joan Fordham as Mississippi Valley Lakeview Partnership Board Member. Motion carried.

Department Updates:

- a. T.I.C. Agency Training: Dan Brattset updated the successful T.I.C. (Trauma Informed Care) Training presented by Waupaca County. Trauma Informed Care Training is not only for staff and how to successfully work with clients, but amongst each other as secondary stress is also a factor in trauma.
- b. State T.I.C. Initiatives: Therapist Training and Parent/Foster Parent/Worker Training: Dan discussed the training and its benefits for staff, parents and foster parents.
- c. F.A.S.T. (Functional Assessment Trams) Policy: Distributed electronically. Dan gave a brief description of this program.

5:51 p.m. Peter Vedro and Beverly Verstein excused themselves from the meeting.

- d. Practice Guidelines for Homelessness Relief: Distributed electronically. Dan discussed the guidelines that have been put into place for homeless relief.
- e. Retirements: Jeff Semenas 6/1/16 and Tim Green 7/8/16: Dan discussed the upcoming known retirements.
- f. MHRS Unit: Contracting for Assistance: Dan discussed staffing challenges MHRS has endured with the new grant.
- g. Deputy Director Position: Management/Supervisors' Group Consensus: Position Request distributed electronically. Dan expressed the need of not eliminating the Deputy Director. Board Members were in agreement. Because the position is already in the budget, it was not necessary for approval.

Public Comment

None.

The next meeting of the Sauk County Human Services Board will be June 6, at 4:00 p.m. in Room 213.
Motion by Jim Bowers, seconded by Joan Fordham, to adjourn at 6:24 p.m. Motion Carried.