

POLK COUNTY HUMAN SERVICES BOARD MEETING
AGENDA *(Amended)*

Agenda not necessarily presented in this order

8:00 a.m. Voucher Sub-Committee:

Mr. Alleva, Mr. Arcand, Mr. Strohbusch

Refreshments:

Ms. Kremer-Hartung

Tuesday, March 22, 2011

8:30 a.m., Lower Level Conference Room

Polk County Government Center

100 Polk County Plaza

Balsam Lake, WI 54810

Public Welcome to Attend

Department Mission Statement:

Our mission is to assist, empower, and build upon the strengths of the children, youth, and adults in Polk County to achieve positive outcomes.

1. Approval of Agenda
2. Swearing in Ceremony (Community Member)
3. Approval of February 16, 2011 Meeting Minutes
4. Approval of Vouchers
5. Voucher Subcommittee
6. Public Comments
7. Year-End Financial Report (2010)
8. Mandated Services Report
9. Roles and Responsibilities of the Human Services Board
- **10. Human Services Director Replacement Process
- **11. Briefing in Response to Benefit Eligibility Irregularities
12. Position Updates
13. Monthly Statistics
14. Committee Observations
15. Next Meeting/Refreshments
16. Adjournment

Diane Stoneking, Chair

Dana Frey, County Administrator

****Added to agenda on Thursday, March 17, 2011**

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

***Polk County Human Services Department
Board Meeting Minutes
March 22, 2011***

Present: William Alleva Kristine Kremer-Hartung
Russell Arcand David Markert
Marvin Caspersen Diane Stoneking

Absent: Gerianne Christensen Timothy Strohbusch
John Gyllen

Also: Phyl Brown Dana Frey
Kay Confer Jeff Fuge
Shelby Fader Pat Kirkwood

Press: Gregg Westigard

Chairperson Stoneking called the meeting to order at 8:34 a.m.

Approval of Agenda

Motion to approve the amended agenda made by Mr. Caspersen, seconded by Mr. Arcand. All in favor. Motion carried.

Swearing in Ceremony (Community Member)

Mr. Strohbusch was not available for the meeting.

Approval of February 16, 2011 Meeting Minutes

Motion to approve the February 16, 2011 meeting minutes made by Ms. Kremer-Hartung, seconded by Mr. Arcand. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Mr. Alleva, seconded by Mr. Arcand. All in favor. Motion carried.

Voucher Subcommittee

The Voucher Subcommittee for the next Human Services Board Meeting will be Mr. Caspersen, Ms. Kremer-Hartung, and Mr. Strohbusch.

A brief discussion ensued on the continuation of this subcommittee. Mr. Frey indicated that an amendment to the rules is in order before the subcommittee can be discontinued. A summary of the vouchers was distributed to assist the Human Services Board in approving the vouchers. It was agreed that this summary would be sufficient for the next meeting.

Public Comments

No public comments offered.

Year-End Financial Report

The year-end financial report was distributed and briefly reviewed.

Mandated Services Report

The report was mailed with the meeting agenda. Mr. Frey reported that this report will be used as a resource for budgeting. Mr. Frey provided information on the budgeting process.

Roles and Responsibilities of the Human Services Board

An updated Roles and Responsibilities document was mailed with the agenda. Mr. Gates provided background information on the development of this document.

Motion to strike item number one from the document, renumber the remaining items, and then forwarding the document to the Organizational Committee made by Mr. Arcand, seconded by Mr. Caspersen. All in favor. Motion carried.

Human Services Director Replacement Process

Mr. Frey provided information on the process of filling the vacant Human Services Director position.

Briefing in Response to Benefit Eligibility Irregularities

Mr. Frey distributed copies of the letters sent to state agencies regarding the possible irregularities in determining program eligibility. Representatives from the state will start an investigation on March 30, 2011.

Position Updates

Mr. Frey provided a position updates report.

Monthly Statistics

The monthly statistics report was distributed and briefly reviewed.

Committee Observations

Comments were offered.

Next Meeting/Refreshments

The next meeting is scheduled for April 26, 2011 at 8:30 a.m. Ms. Fader will provide refreshments for the April meeting.

Adjournment

Motion to adjourn the meeting at 9:47 a.m. made by Dr. Markert, seconded by Mr. Alleva. All in favor. Motion carried.

Respectfully submitted,

William Alleva
Secretary