

POLK COUNTY HUMAN SERVICES BOARD MEETING**AGENDA** (**Amended on June 18, 2010**)*Agenda not necessarily presented in this order***8:00 a.m. Voucher Sub-Committee:***Mr. Caspersen, Ms. Christensen, Mr. Strohbusch***Refreshments:***Dr. Markert****Tuesday, June 22, 2010****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. Approval of May 25, 2010 Meeting Minutes
3. Approval of Vouchers
4. Appointment of Voucher Subcommittee for Next Meeting
5. Public Comments
6. Unit Presentation (Economic Support)
7. Update on 2009 Annual Report (Human Services Department)
8. Burials for County Residents
9. Job Description Review
 - ❖ Community Support Team Therapist
 - ❖ Community Support Team Case Manager
- **10. Out-of-State Travel/Training
11. Budgetary Items
12. Position Updates
13. Monthly Statistics
14. Committee Observations
15. Next Meeting/Refreshments
16. Tour of the Human Services Department
17. Adjournment

Diane Stoneking, Chair
Sherry Gjonnes, Director

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
June 22, 2010***

Present: William Alleva
Russell Arcand
Marvin Caspersen
Gerianne Christensen
John Gyllen
Kristine Kremer-Hartung
David Markert
Diane Stoneking
Timothy Strohbusch

Also: Phyl Brown
Twyla Bublitz
Kay Confer
Shelby Fader
Sheila Falb
Dana Frey
Sherry Gjonnes
Pat Kirkwood

Press: Gregg Westigard

Chairperson Stoneking called the meeting to order at 8:32 a.m.

Approval of Agenda

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

Approval of May 25, 2010 Meeting Minutes

Motion to approve the May 25, 2010 meeting minutes made by Mr. Arcand, seconded by Mr. Alleva. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Mr. Caspersen, seconded by Mr. Strohbusch. All in favor. Motion carried.

Appointment of Voucher Subcommittee for Next Meeting

The Voucher Subcommittee for next Human Services Board Meeting will be Mr. Alleva, Mr. Arcand, and Ms. Stoneking.

Public Comments

No public comments were offered. Mr. Frey was introduced.

Unit Presentation (Economic Support)

The Economic Support employees presented information on the services provided by the unit.

Update on the 2009 Annual Report (Human Services Department)

A correction was made to the financial portion of the 2009 Human Services Department Annual Report; a copy of this section was distributed and will replace the financial section in the report previously distributed to and approved by the Human Services Board.

Motion to approve the 2009 Human Services Department Annual Report, as amended, made by Dr. Markert, seconded by Ms. Christensen. All in favor. Motion carried.

Burials for County Residents

This topic had been deferred from previous meetings. Ms. Falb reported that due to lack of funding, no recommendations are being offered at this time.

Job Description Review (Human Services Department)

Motion to approve the revised position descriptions made by Ms. Christensen, seconded by Mr. Strohbusch. All in favor. Motion carried.

Out-of-State Travel

Ms. Gjonnes reported that following county policy we are seeking approval for out-of-state travel for an employee to receive anger management training and certification in order to facilitate an anger management group/program.

Motion to approve the travel request made by Mr. Strohbusch, seconded by Ms. Christensen. All in favor. Motion carried.

Budgetary Items

Ms. Gjonnes reported that the Human Services Management Team has started work on the 2011 budget, staffing plans, and capital improvement plan. Mr. Frey provided an outline of the budget process. It was noted that long-term budget planning needs to occur, as well as innovation in providing services, for which Ms. Gjonnes was commended.

Position Updates

Position updates were mailed with the agenda. Ms. Gjonnes provided an update on the Mental Health and Chemical Dependency Services Coordinator.

Monthly Statistics

The monthly statistics report was mailed with the agenda.

Committee Observations

Comments were offered.

Next Meeting/Refreshments

The next meeting is scheduled for July 27; however, Ms. Gjonnes is not available for the meeting. Following a brief discussion, it was agreed to meet on July 29, 2010 at 8:30

a.m., with the Voucher Subcommittee meeting at 8:00 a.m. Ms. Falb will provide refreshments for the July meeting.

Tour of the Human Services Department

A tour of the Human Services Department was offered.

Adjournment

Motion to adjourn the meeting at 10:48 a.m. made by Mr. Strobusch, seconded by Dr. Markert. All in favor. Motion carried.

Respectfully submitted,

William Alleva
Secretary