WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)
BOARD OF DIRECTORS

January 16, 2014

Meeting called to order at 8:01 a.m. in Room 1023 of the Public Agency Center, 333 East Washington Street, West Bend, Wisconsin, by Chairperson L. Borman, who read the open meeting statement. Introductions were made.

MEMBERS PRESENT: Les Borman, John Bulawa, Kristine Deiss, Dawn Eyre, Sarah Follett, Ralph Hensel, Paul Ustruck

MEMBERS EXCUSED: Michael Bassill, Jane Schultz

GUESTS PRESENT: Dennis Myers, County Board Supervisor; Joshua Schoemann, County Manager

HSD STAFF PRESENT: Karen Alt, Eric Diamond, Debra DuFour, Sandy Hoefert, Mary Knoeck, Ruth Reines, Angela Schickert, Jim Strachota

Review of Minutes: D. Eyre made motion, K. Deiss seconded, to approve the HSD Board minutes from the December 19, 2013, meeting as distributed. Carried.

Agenda items were rearranged to accommodate schedules.

Department Call In Procedure for 24/7 Operations: A proposal is made that Acute Care employees call in at least four hours prior to their scheduled shift if they are unable to work. D. DuFour explained how 24/7 coverage is affected when unexpected absences occur.

Following discussion, motion made by D. Eyre, seconded by P. Ustruck, to accept the Call In Policy for 24/7 Operations, Acute Care Services, Crisis Intervention Team as written, with a change to #5 of the policy to read, "Repeated instances of short notice call in ~~may~~ will require…". Motion carried.

Financial Update: This report reflects data from the financial statement ending November 30, 2013. The deficit has been reduced from the original amount projected in July from $550,000 to $420,000. The deficit can be attributed to the triangle services. Other than triangle services, Human Services is within original budget projections.

Recommendation Regarding Competitive Bids for Residential Services: Eric explained the main goal is to have clients progress through the spectrum of residential services toward the highest level of independence they can achieve and maintain; quality services are essential to reach this goal. E. Diamond is recommending Bridges of Wisconsin as the provider of both the four- and eight-bed facilities with a start date of April 1. Discussion ensued.

R. Hensel made motion, seconded by D. Eyre, to contract with Bridges of Wisconsin for the residential facilities as described. Motion carried.

Request to Reclassify Registered Health Position: A request is made to re-classify the current Registered Health Information Technician position at pay grade G7 to an Electronic Health Data Systems Coordinator position at pay grade G6. Explanation followed. This request needs to be reviewed and accepted by the HSD Board, the County Administrative Services Committee and the full County Board.

P. Ustruck made motion to re-classify this position as described; J. Bulawa seconded. Carried.

Juvenile Justice Report: R. Reines explained the current Juvenile Intake program and process along with data comparing statistics from 2010 through 2013. A focus of Juvenile Intake is to determine what is best for the child and the family. This area plans to more fully examine the needs of persons transitioning from juvenile residential services to adult programming and services.

The next meeting is scheduled for Thursday, February 20, 2014, starting at 8:00 a.m.

Motion made by S. Follett, seconded by D. Eyre, to adjourn. Carried. Meeting adjourned at 10:09 a.m.

Respectfully submitted,

Dawn Eyre, Board Secretary
Karen Alt, Recording Secretary

Copies of all non-privileged material pertinent to this meeting are available at HSD offices.