

DODGE COUNTY HUMAN SERVICES & HEALTH BOARD MINUTES

The Dodge County Human Services & Health Board met on Tuesday, November 3, 2015 in the Human Services Admin Room #G52 of the Henry Dodge Office Building.

The meeting was called to order at 7:00 p.m. by Glenn Stousland, Chairman.

ROLL CALL: PRESENT: Glenn Stousland, Chairman, Mary Bobholz, Gilbert Falkenthal, Phillip Gohr, David Godshall, Lois Augustson, Clem Hoelzel, James Houchin and Mark Roesch.

NOT PRESENT:

ALSO PRESENT: STAFF: Jim Mielke, County Administrator, Janet Wimmer, Director, Ken Kamps, Jody Langfeldt and Sheila Drays.

OTHERS: Russell Kottke, Janet Carlson and Kathy Ryan.

Certification of Public Notice: Jackie Vincent certified public notice.

Consideration to Deviate from the Agenda if Needed:

A motion was made by Phillip Gohr to approve deviation from the agenda if needed. The motion was seconded by Clem Hoelzel. Motion carried.

Approval of Minutes of the October 6, 2015 meeting:

A motion was made by Clem Hoelzel to approve the minutes of the October 6, 2015 meeting as presented. The motion was seconded by Phillip Gohr. Motion carried. James Houchin abstained this motion.

Public Forum: None

Board Action:

- A. Motion was made by Clem Hoelzel to consider, discuss and take action on the appointment of Dianne Birkholz to the ADRC Advisory Committee. This motion was seconded by David Godshall. Motion carried.

Director's Report:

- A. Change of statistical reporting for board meetings beginning January 2016.

It has been mentioned that there is a large amount of paperwork to go through monthly in the board packets. We are thinking of only including the graphs and charts as part of the packet quarterly as of the first of the year. Instead, monthly there would be a short narrative with any important changes relative to particular divisions.

Glenn gave the suggestion to try this as of the next mailing and see how goes. Everyone can then give their thoughts during the next meeting, regarding the information that came in the packet and so on.

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- B. Update – External Audit Committee Meeting (2015 Baker Tilly Operational Review) and review of priorities from report.

The committee met on Monday and developed a very specific outline, wherein we have action steps and timelines. We will start with the highest priorities first, but the goal is to eventually address all thirty three recommendations.

Ken stated that work has already been done on some of the items on the outline. Janet went on to say this is a positive thing for our department. The next meeting is December 7th at 10:00am.

- C. Schedule of Expenditures of Federal and State Awards for the Year Ending December 31, 2014 (Prepared by Johnson Block Inc.)

Much the same as the Baker Tilly Review, this showed some areas where improvements can be made were outlined. One item did not apply to us and we have been in contact with Johnson Block Inc. to let them know about this. We are well on our way to remedy all items outlined and we are currently in compliance.

One item Sheila Drays discussed was time sampling in Economic Support. A worker gets an e-mail asking them to give information regarding which specific case and so forth they were working on at that exact moment. This report gets sent to Amy Beranek and then to Sheila.

Glenn asked where we are in terms of being caught up with billing in our department. Janet stated we are still catching up with private billing, however that is a very small percentage of the billing we do through the county. We are a provider of last resort, most clients coming to us have Medical Assistance as opposed to private insurance.

Division Reports:

The Board members reviewed and discussed the following informational items:

- **Fiscal & Support Services Division:**
 - A review of August, 2015 expenditures & revenue was given by Ken Kamps.
 - Regarding the 2015 budget, Ken stated as a whole at the end of September we were at a surplus of \$764,749.00. There are some grants and allocations we won't be receiving any further revenue for in 2015, but we should fall within budget this year.
- **Community Support Services Division:**
 - **Aging/Nutrition/Transportation/ADRC items:** ADRC Call Activities 2014 – 2015 report, August senior dining center comments & dining statistics, most recent Volunteer Drivers 2015 Report.
 - **Economic Support Items:** Economic Support caseload statistics.
 - **Long Term Support Items:** Adult Protective Services/Long Term Support and 2014 & 2015 Adult Services Activities report.
 - **Public Health Items:** Public Health Program Statistics 2015.

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- **Clinical & Family Services Division:**

- **Child Welfare Items:** Kinship Care Expenditure Report for August, Child and Adolescent Services data and 2015 Children's Monthly Out-of-Home Placement Costs.
- **Mental Health Items:** Clinical Services Program Statistics 2015.

Next Meeting Date: December 2, 2015 @ 7:00 p.m.

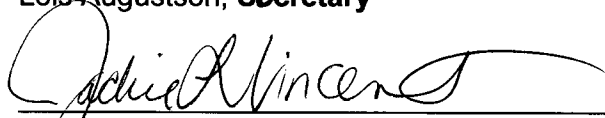
A motion was made by James Houchin to adjourn the **November** meeting. The motion was seconded by Mark Roesch. Motion carried. The meeting was adjourned at 7:50 p.m.



Lois Augustson, **Secretary**



Glenn Stousland, **Chairman**



Jackie L. Vincent, **Recording Secretary**

DISCLAIMER: THE ABOVE MINUTES MAY BE APPROVED, AMENDED OR CORRECTED AT THE NEXT COMMITTEE MEETING.