

RUSK COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES

May 10, 2018

Meeting called to order by Chair Schneider at 9:00 a.m. in the County Board Room.

Board Members Present: Phil Schneider, Kathy Mai, Roger Gierke, Randy Tatur, Dan Gudis, Mary Schneider, Ted Hakala, Mark Schmitt, Kathy Vacho, and Ken Brown. Excused: Charles Frafjord

Staff present: Jeremy Jacobs, Chris Kammerud, Sandy Stiner and Brooke Clark.

Others present: County Board Chair Dave Willingham

Approval of Previous Meeting Minutes

Motion was made by Gierke, second by Gudis to approve the April 12, 2018 HHS meeting minutes. Unanimously carried.

Election of Chair and Vice Chair

Nominations called for Chair: Schmitt nominated P. Schneider. Nominations called 3 times. Motion by Tatur, second by Gierke to close nominations and cast unanimous vote for P. Schneider as Chair. Motion carried.

Nominations called for Vice Chair: Gierke nominated Mai. Mai declined. Gierke nominated Tatur. Nominations called 3 times. Motion by Gierke, second by Schmitt to close nominations and cast unanimous vote for Tatur as Vice Chair. Motion carried.

Public Comments

None.

Approval of Health & Human Services Vouchers and Out of County Travel Requests

Kammerud and Jacobs reported on various purchases and invoices, and Out of County Travel. Motion was made by Gierke, seconded by Tatur, to approve Vouchers and Out of County Travel. Motion unanimously carried.

Health and Human Services Levy Balance Projections

Kammerud and Jacobs explained HHS Levy Balance Projections for each HHS Department. Discussion held.

Director Report

Jacobs reported Angie Harvey has accepted the Clerk II position; Sue Selzler continues to cover the CST contracted position until Westlake Inc. hires a replacement; being honored in Madison, WI for the 2018 Governor's Foster Care Award are Phyllis and Roger Nagel, Sheila and Ashley Nelson will be accompanying them at the banquet. Jacobs reported on potential FMLA within Public Health this fall and the need for extra assistance.

Sandy Stiner entered the meeting to discuss her retirement and the need to hire early to allow extra time for cross training. Stiner and Jacobs are requesting at least 3 plus months of cross training with Stiner before her retirement. Stiner did report that there is a New Director Child Support Training and regional mentor opportunities. Stiner has a detailed job description for the Child Support and Support Staff Supervisor position. Motion by Schmitt to have authority to bring to the Personnel Committee to request

to post or recruit for the Child Support and Support Staff Supervisor Position both internally or externally, second by Gierke. Motion carried.

Program Reports:

The Board received written reports from Public Health, ADRC/Senior Services and Child Support in their Board packets, which Jacobs reviewed. All Program Reports are attached hereto. Discussion was held.

Next meeting: June 14, 2018.

A motion was made by Gierke to adjourn, second by M. Schneider. Meeting was adjourned at 10:23 a.m.

As prepared by:
Brooke Clark – Clerk III - RCHHS
Completed 5/16/18 11:57 p.m.