

**Kewaunee County Human Services Committee
Human Services Large Training Room
810 Lincoln Street
January 23, 2020
Meeting Minutes**

Present for the meeting were committee members Virginia Haske, Paul Ravet, Kaye Shillin, Linda Teske, Rose Quinlan, Mark Buchanan, and Mary Ann Szydel. Also present at the meeting were Dana Johnson, Human Services Director, and Lynn Clark, Program Assistant.

Absent/Excused –Kent Treml, Lee Luft, Julie Janicsek, and Mary Ellen Dobbins.

This meeting was called to order by Chairperson Kaye Shillin at 10:00 a.m.

A motion was made by Virginia Haske and seconded by Linda Teske to approve the January agenda. Motion carried. A motion was made by Paul Ravet and seconded by Virginia Haske to approve the December meeting minutes. Motion carried.

In-Service/Presentation – Dan Vincent was present at this meeting to provide information and give a review of some of the activities which were planned by the Human Services PARC Committee (Positive Appreciation and Recognition Committee). This committee was created by Human Services employees for Human Services employees and began in July. The goal of this committee has been to provide some low cost, fun activities to reduce stress, lift spirits, promote camaraderie, and show appreciation for all employees' hard work and dedication.

Human Services Director Updates –

- Review of management goals for 2020.
- Amber Vogeltanz in the Comprehensive Community Services (CCS) program has turned in her resignation. This is a contracted position.
- There have been two new hires in the Children's Waiver program to fill open positions. One position is a county position and the other is a contracted position.
- There are plans set for February to conduct interviews of five candidates for the open position in the Child Protection Services (CPS) unit.
- The new Psychiatrist, Dr. Michael Eis, began providing services this month.
- Telehealth sessions for youth psychiatric services will be held twice a month beginning in February.
- The Behavioral Health department is working on converting to a web-based system for psychiatric services to allow psychiatrist to send prescriptions electronically.
- The upcoming Continuous Quality Improvement (CQI) meeting will focus on our financial billing area, provide support to staff, and improve employee morale.
- Dana presented a review of the fiscal dashboard and a year-end financial review.

Contract Approvals –

- A motion to approve contract review and renewal was made by Rose Quinlan and seconded by Virginia Haske. Motion carried.
- The committee reviewed the monthly vendor payment history, and travel vouchers (no approval required).

Public Comments – None

Other Items as Authorized by Law – None

Action Items –

- A motion of support was made by Virginia Haske to move forward and present to the Executive Committee, the resolution requesting the creation and funding of a limited term employee pool. The motion was seconded by Rose Quinlan. Motion carried.

The next meeting is scheduled for February 20, 2020 at 10:00 a.m.

A motion to adjourn was made by Paul Ravet and seconded by Virginia Haske. Motion carried. The meeting was adjourned 11:05 at a.m.

Respectfully Submitted,

Lynn Clark
Program Assistant