

**Green County  
Human Services Board Minutes  
February 9, 2021**

**Members Present:** Mike Furgal, Jerry Guth, Herb Hanson, Sandra Horn, Anita Huffman, and Russ Torkelson in person. Beth Luchsinger, Emily Zarling, and Kate Maresch via zoom.

**Members excused:** None

**Non Members Present:** Daniel Williams and Hailey Laws

**Call to Order:** Hanson called the meeting to order at 2:15 pm.

**Approval of the January 12, 2021 minutes- Action:** Horn motioned to approve the minutes, seconded by Luchsinger, carried with a unanimous vote.

**Committee Reports:**

**a. Audit Committee – Action –**

Maresch reported on the January 2021 audit. Maresch motioned to approve the audit minutes as presented, seconded by Furgal, carried with a unanimous vote.

**b. Aging & Disability Advisory Committee – Information –**

Torkelson reported on the January 14<sup>th</sup> 2021 meeting.

**Regional ADRC Governing Board – Information**

No January Meeting was held.

**c. SWCAP Board of Directors – Information**

Furgal reported on the January 28 virtual meeting.

**Emergency/ Transitional Housing Fund Plan – Discussion & Possible Action:**

Williams presented the fund plan, which includes opening up the emergency/transitional housing funds of \$14,000 to nonprofit organizations who can provide the service in 2021. Discussion about the requirements for funding and timeline occurred.

Maresch motioned to approve moving forward with the application process, seconded by Luchsinger, carried with a unanimous vote.

**Recommendation for Human Service Employees to start with vacation upon hire – Discussion & Possible Action:**

Williams discussed that vacation time is one of the challenges encountered when recruiting new employees. Williams proposed new employees receive 8 days of vacation upon hire. Discussion regarding the costs being limited due to not backfilling staff that are on vacation and how the plan aligned with the existing County vacation benefit occurred.

Maresch motioned to recommend this plan to the PLRC for approval, seconded by Furgal, carried with a unanimous vote.

**\*Recommendation for Human Service Employees under two years of service to receive a prorated number of vacation days – Discussion and possible action:**

Williams discussed the proposal to pro-rate vacation for staff under two years of service based on the recommendation to approve new hires start with 8 days of vacation. Discussion over the pro-rating formula occurred.

Guth motioned to recommend this plan to the PLRC for approval, seconded by Huffman, carried with a unanimous vote.

**\*New Residential Substance Use Disorder (RSUD) Medicaid Benefit – Discussion**

**only:** Williams presented the change in this Medicaid benefit for informational purposes. The full impact of this change is still unknown, but this could potentially have a cost impact for counties. The Medicaid Benefit took effect on February 1<sup>st</sup>, 2021, and Medicaid will now cover residential treatment for substance use disorder; however, it doesn't cover the room and board. There is an expectation that counties are contracting with providers to cover the room and board expenses.

**Mileage Reimbursement and County-Owned/Leased Vehicles – Discussion only:**

Williams explained that the policy is still being reviewed by Corp Counsel. There have been discussions with the insurance companies, and a policy should be ready for further discussion at the next meeting in March.

**Agency Cell Phone Policy – Discussion and Possible Action:** This topic is postponed until the next meeting in March.

**Board Involvement in Policy Creation & Approval – Discussion and Possible Action:**

This topic is postponed until the next meeting in March. The survey requested by the board at the January meeting still needs to be conducted.

**Human Services Wage Scale- Discussion and Possible Action:**

This topic is postponed until the next meeting in March. Guth asked if the new Billing Specialist position would be using the new wage scale or the current wage scale. Williams explained the position will be using the current wage scale and classified the same as the A/P and A/R clerks.

Furgal motioned to postpone items 8-11 on the agenda until the next meeting in March, seconded by Luchsinger, carried with a unanimous vote.

**Training Requests – Action:** Williams presented the training requests. Horn motioned to approve training requests, seconded by Torkelson, carried with a unanimous vote.

**Director's Report – Information:** Williams gave the board members his director report for February and discussed the topics on the report.

**Next Meeting Date & Time – Action:** The next meeting date is set for March 9, 2021. There will be an option to attend via zoom.

**Public Comments:** There were no public comments.

**Closed Session:**

Guth made a motion to move into closed session, seconded by Furgal at 3:40 pm.

Furgal made a motion to reconvene into open session, seconded by Guth. No action taken.

**Adjourn:** Luchsinger made a motion to adjourn, seconded by Horn, carried with a unanimous vote.

Minutes submitted by:  
Hailey Laws  
Fiscal Supervisor