

**GREEN COUNTY
HUMAN SERVICES BOARD MINUTES
June 8, 2021**

Members Present: Mike Furgal, Jerry Guth, Herb Hanson, Sandra Horn, Anita Huffman, Russ Torkelson in person. Beth Luchsinger via zoom

Members Excused: Kate Maresch and Emily Zarling

Non-Members Present: Daniel Williams, Lori Brown, Hailey Laws, Amber Russell and Morgan Kennison

Call to Order: Hanson called the meeting to order at 2:00 pm.

Approval of the May 11, 2021 minutes---Action: Furgal motioned to approve the minutes, seconded by Huffman, carried with a unanimous vote.

Committee Reports:

a. Audit Committee ---Action

Huffman motioned to approve the May 2021 audit minutes as presented, seconded by Furgal, carried with a unanimous vote.

b. Aging & Disability Advisory Committee --- Information

Torkelson reported, New members, annual report, prevention program, rural health grant, exercise tarp and seeking ADRC volunteers were the topics discussed during the meeting.

c. Regional ADRC Governing Board --- Information

Torkelson reported. New members, investment calculator, county reports, elder abuse cases, savings on return of investment and zoom meetings were the topics discussed during the meeting.

d. SWCAP Board of Directors --- Information

Furgal reported. Assistance programs, SWCAP grants, endowment fund and food pantries were the topics discussed.

Board action to dissolve as a Human Services Board and convene as a Committee of the Whole:

PUBLIC HEARING ON 2022 PROGRAMS AND BUDGET

Torkelson motioned to dissolve as a Human Services Board and convene as a Committee of the Whole, seconded by Huffman, carried with a unanimous vote.

Invitation for public comment regarding 2022 programs and budget:

- Williams provided a high-level overview of potential impacts on the 2022 Human Services budget and programming.
- Torkelson asked about alcohol treatment being part of the Drug Court. Williams said that the Criminal Justice Coordinating Committee recently had a presentation on a hybrid drug court model; however, there was not a plan to implement a hybrid model at this time.

Board action to dissolve as a Committee of the Whole and reconvene as a Human

Services Board: Luchsinger motioned to dissolve as a Committee of the Whole and reconvene as a Human Services Board, seconded by Horn, carried with a unanimous vote.

ADRC Bus Garage – Discussion & Possible Action

- Williams reported bids came in higher than expected due to increase in lumber cost. Williams recommended using DOT trust funds to install an overhead garage door and opener on the existing garage and revisit a new garage building in the future when lumber costs decrease.
- Guth motioned to approve the recommended option number 2, seconded by Huffman, carried with a unanimous vote.

Recommend allowing Human Services Employees rollover vacation – Discussion & Action:

- a. CLTS/B-3 Supervisor 40 hours
- b. Director 14.50 hours
 - Williams said the above staff will not be able to use their vacation time before their anniversary dates. Torkelson recommends approving the request to go to Personnel for approval, seconded by Furgal, carried with a unanimous vote.

Operation of Vehicles & Use of Personal Vehicles Policy & Procedure – Discussion & Action:

- Williams said there are three categories that staff will fall into:
 1. Staff who transport clients
 2. Staff who drive for county business on a regular basis
 3. Staff who drive occasionally

Each category and their requirements are outlined in the Policy and Procedure presented to the board members. Furgal motioned to approve the policy and procedure, seconded by Horn, carried with a unanimous vote.

Contracts over \$75,000 – Action:

- Vendor, The Echo Group. Service EHR implementation and EHR Annual Cost (Pro-Rated). Amount \$142,853. Williams said Corp. Counsel his reviewing this contract. Guth motioned to approve the contract as presented subject to review by Corp. Counsel, seconded by Huffman, carried with a unanimous vote.

Contracts over \$10,000 and under \$75,000 – Action:

- Vendor, Life's a Beach Counseling, LLC. Service, AODA Treatment. Dates 5/1/21 to 12/31/21. Amount \$43,080. Williams said the reason for this contract is that two AODA employees resigned. One of the contracted staff is a former AODA employee and is familiar with the AODA treatment the agency offers. Williams said we have been utilizing this vendor since 5/1/2021. Torkelson motioned to approve the contract, seconded by Furgal, carried with a unanimous vote.

Modification of a AODA Position – Discussion & Possible Action: Williams requested to eliminate one AODA Counselor position and add a Dual-Diagnoses Therapist position in AODA at grade 66. Furgal motioned to approving the request go to Personnel for approval, seconded by Luchsinger, carried with a unanimous vote.

Human Services Wage Scale --- Discussion & Possible Action: Williams gave the board members a handout with a draft wage scale and its impact on employees. Hanson asked where the funding will come from to pay for the wages. Williams explained that the agency will need to make some difficult decisions around budget time that may include restructuring and/or not filling vacant positions.

Training Requests-Action: Huffman motioned to approve trainings as presented for June 2021, seconded by Horn, carried with a unanimous vote.

Director's Report---Information & Possible Action: Williams gave the board members his director report for June and discussed the topics on the report.

Next meeting Date & Time: July 13, 2021 2:00 p.m. There will be an option to attend via Zoom.

Public Comments (limited to 5 minutes each): None

Adjourn: Horn motioned to adjourn, seconded by Huffman, carried with a unanimous vote.

Minutes submitted by:
Lori V. Brown
Business Manager