



# THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

P.O. BOX 897

705 EAST TIMBER DRIVE • RHINELANDER, WI 54501-0897

TELEPHONE: 715-369-2215

FAX: 715-369-2214

## **MINUTES of the** **HUMAN SERVICES BOARD**

Regular Board Meeting     Special Board Meeting     Committee Meeting

Type of Committee:            System Review Subcommittee

Date and Time of Meeting:    Tuesday, January 7, 2020 at 4:30 PM

Person Taking Minutes:      Jessica Kaul

*\*Minutes reflect the recorder's notations of actions taken and are subject to approval of the appropriate committee and/or Board.*

Members Present:            Ronald Kressin, Alan VanRaalte, Maggie Peterson, Nancy Tauer, Ted Cushing, Paul Spencer, Jr.

Members Excused:            Dave Campbell

Members Absent:

Staff Present:                Tamara Feest, Donna Shimeck, Keith Haselton, Jessica Kaul

Others Present:                None

### **I. MEETING CONVENED**

The meeting convened at 4:30 P.M. by Chair Peterson, and it was noted that the posting of the agenda and media notification had taken place in accordance with the Wisconsin Open Meeting Law.

### **II. REVIEW RECOMMENDATIONS**

Peterson started the meeting by running through her vision for the committee and asking the other members to help her lay the groundwork. The committee noted that there needed to be actionable goals set with measurable outcomes. The function of this subcommittee will be to pick the items that can be acted upon, determine a workplan, and define timelines.

Committee noted that although improving communication between HSC and the three counties is important, the overarching goal is to improve relations between the four, with communication being a key factor. The communication that does take place needs to be productive.

The committee discussed the Summary of Recommendations as presented in Appendix B of Patrick Cork's Tri-County System Review.

Feest reported to the committee that the HSC management team had reviewed the recommendations and determined which were the most important to them. She ran down the management team's recommendations from each section of the appendix:

From "A Question of Structures": The three member counties should review and update the tri-county contractual agreement.

From "Perspectives on the Administrative System": HSC and Vilas representatives should meet to discuss a process to resolve any outstanding issues and the three counties should consider developing an advisory committee that would strategize and promote inter-agency relationships.

From "Governance": Develop recommendations for training protocols for HSC Board members.

From "A Presence in the Counties": Consider outplacing staff in Forest and Vilas counties. Educate county officials and local agencies on outreach and community-based programming.

From "Communications and Community Relations": Protocols should be developed for HSC to attend county board and/or board committee meetings with the three member counties.

From "Law Enforcement Agencies, Crisis Services and Involuntary Commitments": County Sheriffs' departments, jail administrators, and HSC staff should periodically review behavioral health services provided in Forest, Oneida, and Vilas counties.

From "Performance Reporting": An advisory committee consisting of representatives from HSC and member counties with an interest in human services should be developed.

From "Service Utilization/Data Review": Feest noted that HSC is already currently working on all of the recommendations from this section of the report.

### **III. PRIORITIZING**

The committee discussed prioritizing recommendations and how many can feasibly be worked on at once. Discussion was held and it was determined that, before the next subcommittee meeting, committee members and management should come up with a list of five recommendations that they would like to see prioritized.

**IV. WORKPLAN DEVELOPMENT**

A workplan will be created in future meetings once the committee has decided which recommendations to prioritize.

**V. NEXT MEETING DATES**

January 20<sup>th</sup>, 2020 at 4:00 PM

February 6<sup>th</sup>, 2020 at 4:00 PM

February 17<sup>th</sup>, 2020 at 4:00 PM

**VI. ADJOURNMENT**

There being no further business, Chair Peterson

**ADJOURNED THE MEETING.**

Meeting adjourned at 5:30 P.M.

Respectfully submitted,

Jessica Kaul  
Administrative Assistant

APPROVED