



THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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MINUTES OF THE HUMAN SERVICE BOARD OF FOREST, ONEIDA AND VILAS COUNTIES

Date and Time of Meeting: **Wednesday, October 16, 2019, 6:00 P.M.**

Recorder*: Jessica Kaul, Administrative Assistant

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

MEMBERS PRESENT: Dave Campbell, Jenny Henkel, Dave Hintz, Dick Johns, Bill Korrer, Ron Kressin, Harland Lee, Maggie Peterson, Charles Rayala, Tom Rudolph, Paul Spencer, Jr., Ken Storms, Ted Cushing, Tom Tallier, Nancy Tauer, Alan Van Raalte

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

STAFF PRESENT: Keith Haselton, Angela Paddock, Tamara Feest, Chuck Lechmaier, Kelly VonOepen

OTHERS PRESENT: Ron DeBruyne, Jenny Szostak, Dawn Winqvist, Patrick Cork, Mary Rideout, Kate Gardner

I. MEETING CONVENED

The meeting of The Human Services Board was called to order by Chair Korrer at 6:00 P.M. It was noted that the agenda had been distributed to all members and that the meeting had been announced in accordance with the Wisconsin Open Meetings Law.

II. APPROVAL OF THE MINUTES

Motion by Rudolph, seconded by Rayala to:

APPROVE THE MINUTES OF THE MEETING OF SEPTEMBER 18, 2019.

All ayes; motion carried.

III. TRI-COUNTY SYSTEMS REVIEW UPDATE

A. Presentation by Mr. Patrick Cork

Mr. Patrick Cork presented his Tri-County Systems Review Report to the Board. Cork discussed the number of key figures that he interviewed. He noted that the report was designed with the existing Tri-County system in mind and does not recommend any one structure over another. Instead, the report provides recommendations for practical and programmatic changes.

Cork provided a rundown of some of the recommendations that his report provides, including but not limited to a recommendation for HSC to maintain satellite offices in Vilas and Forest counties, a recommendation to increase communication and interaction between all three counties and HSC, and a recommendation to design a process for resolving disputes.

Following the presentation, Korrer opened the floor for questions. During this time, it was suggested the Board start an ad hoc committee that could rank the recommendations, determine which should be implemented, and then begin the process to implement them. Several board members noted that they felt it was important to have a visible presence in all three of the counties that we serve.

Korrer will draft a plan for assembling a committee that will look at the recommendations made in the report. He will prepare this for the next Board meeting. Korrer thanked Mr. Cork for his time and the work he put in preparing the report.

IV. PARTNER COUNTIES POTENTIAL HUMAN SERVICES REORGANIZATION: DISCUSSION

Korrer opened the discussion by requesting that each county provide a brief update on the state of the partnership between the counties and HSC. Feest noted her desire to be included in discussions that pertain to potential reorganization of human services in the tri-county area.

Hintz noted that Oneida County has discussed consolidating the ADRC with social services, but that no plans are finalized. He noted that the option of taking human services in-house has been considered but is not on the table for 2020. Mr. Ron DeBruyne noted that Vilas County has been waiting for Patrick Cork's report before making any decisions about how they structure human services. Tallier said Forest County has no plans for reorganizing.

V. REPORT OF THE POLICY COMMITTEE – 10/9/2019

Lee noted that all of the action items from Policy committee meeting would be covered in the following update of the Finance committee.

VI. REPORT OF THE FINANCE COMMITTEE– 10/10/2019

A. 2019 Year-to-Date Financial Update

Haselton gave the committee an update regarding 2019 year-to-date financials. He noted that, historically, a decrease in hospitalizations is often seen in the summer and this year did not offer the same marked decrease. However, hospitalization costs are not as steep as

they seemed they might be earlier in the year. He noted that most programs are running as expected. He informed the Board the CLTS costs are up due to the mandated rate initiative. He reviewed a Statement of Net Position handout with the committee.

B. Network Storage Device: Action Item

Paddock told the board that, due to the recent air quality tests coming back with passing results, the agency is planning to move some offices to the lower level. This necessitates cleaning out some of the old files and records that are being stored there. She discussed the need for a network storage device upon which all the older records could be stored once scanned. She presented a quote from 3RT in the amount of \$1536. The storage device would store old records, save client info from Valant, act as a backup server if needed, and allow for the destruction of old paper records that are taking up space. Motion by Cushing, second by VanRaalte to:

ACCEPT THE NETWORK STORAGE DEVICE QUOTE FROM 3RT IN THE AMOUNT OF \$1536.00.

All ayes, motion carried.

C. 2020 Health Insurance Rates

1. 2020 Plan Modification: Action Item

Korrer excused himself from this portion of the meeting and Henkel, as Vice Chair, temporarily chaired. Paddock discussed that the agency's health insurance costs for 2020 went up 37%. GHT caps the increase at 22%, however this is still a much greater increase than was budgeted for (and is greater than recent historical increases). Paddock discussed a number of specific proposed changes that could be made to help both HSC and employees absorb the cost increase. The Board discussed the breakdown of the cost increase and the proposed changes. Paddock presented a handout that highlighted the new premiums and coinsurance payments that employees would see. The committee discussed other options and how quickly they need to act, given that open enrollment begins November 1st. Motion by Cushing, second by Spencer to:

ACCEPT THE PROPOSED CHANGES TO THE HEALTH INSURANCE PLANS BUT NOTE THAT THESE PROPOSED INCREASES ARE TO BE CONSIDERED A "MAXIMUM" AND LOWER COSTS SHOULD BE NEGOTIATED, IF POSSIBLE.

All ayes, motion carried.

2. Insurance Opt-out: Action Item

Korrer rejoined the meeting as resumed his position as chair. Paddock informed the Board about her research into offering employees an "insurance in-lieu of" payment of up to \$500/month per full-time employee. She discussed the survey she sent to employees to gauge interest in this option. This would be a payment made to employees who opted out of purchasing health insurance through HSC. Paddock informed the Board that Finance recommended approving a \$3000/year payment for FTEs that opted out of the insurance. Motion by VanRaalte, second by Cushing to:

APPROVE THE OFFER OF AN INSURANCE OPT-OUT PAYMENT OF \$3,000/YEAR (\$250/MO) PER FTE, CONTINGENT UPON REACHING PREMIUM SAVINGS OF \$49,000/YR AND FURTHER CONTINGENT UPON LEGAL REVIEW.

Following the motion, the Board discussed the details of the opt-out option and how many employees would need to sign up in order for the program to be cost-effective and viable. Motion by Hintz, second by Spencer to:

AMEND THE PREVIOUS MOTION TO REMOVE THE PHRASE, “...CONTINGENT UPON REACHING PREMIUM SAVINGS OF \$49,000/YR” AND INSERT “...TO MAKE IT COST BENEFICIAL.”

All ayes, amendment to motion carried.

Final amended motion to read:

APPROVE THE OFFER OF AN INSURANCE OPT-OUT PAYMENT OF \$3000 PER YEAR (\$250/MO) PER FULL-TIME EMPLOYEE, CONTINGENT UPON REACHING AN AMOUNT THAT MAKES THE OPTION COST BENEFICIAL FOR THE AGENCY AND FURTHER CONTINGENT UPON LEGAL REVIEW.

All ayes, amended motion carried.

D. Uniform Grant Guidance Policy & Procedure: Action Item

Haselton presented to the committee the proposed Uniform Grant Guidance Policy and Procedure. Motion by Cushing, second by Lee to:

ADOPT THE UNIFORM GRANT GUIDANCE POLICY AND PROCEDURE AS PRESENTED.

All ayes, motion carried.

E. Proposed Bylaw Revisions: Discussion

The Board opted against discussing the bylaw revision under this item.

F. Proposed Bylaw Revisions

1. Article IV: Board of Directors, Section D: Remuneration: Action Item
2. Article V: Officers: Action Item
3. Article VI: Committees, Section A: Standing Committees: Action Item
4. Article VI: Committees, Section E: Secondary Committees: Action Item
5. Article VI: Committees, Section G: Finance Committee: Action Item
6. Article VI: Committees, Section H: Audit Committee: Action Item
7. Article VII: Meetings, Section A: Full Board: Action Item
8. Article VII: Meetings, Section C: Quorum: Action Item
9. Article VII: Meetings, Section D: Voting: Action Item
10. Article VII: Meetings, Section E: Committees: Action Item
11. Article X: Finances, Section E: Expenditures: Action Item
12. Article X: Finances, Section F: Advertising for Bids: Action Item
13. Article XI: Code of Ethics, Section C: Acceptance of Gifts, Favors, or Other Special Remunerations (removal of existing section): Action Item
14. Article XI: Code of Ethics, Section D: Unlawful Benefits and Economic Advantage (removal of existing section): Action Item
15. Article XI: Code of Ethics, Section C: Conflict of Interest (addition of section): Action Item
 - i. Conflict of Interest Policy & Procedure Definition #2, Family: Action Item
 - ii. Conflict of Interest Policy & Procedure Definition #3, Gifts: Action Item

Cushing requested that all proposed Bylaw revisions be accepted.
Motion by Cushing, second by Hintz to:

APPROVE ALL PROPOSED BYLAW REVISIONS AS OUTLINED IN ITEMS 1 THROUGH 15.

Before a vote took place, Korrer discussed the bid threshold as defined in Article X: Finances, Section F of the Bylaws. The Board discussed the thresholds as they are outlined in State statutes. Haselton noted that a disclaimer can be added to the Bylaws that will note that State/Federal laws take precedence. Further discussion took place regarding the acceptable limit for bid thresholds. Motion by Cushing, second by Lee to:

AMEND PREVIOUS MOTION TO REMOVE ITEM #12 (ARTICLE X: FINANCES, SECTION F: ADVERTISING FOR BIDS) FOR FURTHER RESEARCH AND REVIEW.

All ayes, amendment to motion carried.

Amended motion is to read:

APPROVE ALL PROPOSED BYLAW REVISIONS AS OUTLINED IN ITEMS 1 THROUGH 15 WITH THE EXCEPTION OF ITEM 12, ARTICLE X: FINANCES, SECTION F: ADVERTISING FOR BIDS.

Tauer made a motion to:

APPROVE ALL PROPOSED BYLAW REVISIONS AS OUTLINED IN ITEMS 1 THROUGH 15 WITH THE EXCEPTION OF ITEMS 11 AND 12.

No second, amendment to motion failed.

Final amended motion is to read:

APPROVE ALL PROPOSED BYLAW REVISIONS AS OUTLINED IN ITEMS 1 THROUGH 15 WITH THE EXCEPTION OF ITEM 12 (ARTICLE X: FINANCES, SECTION F: ADVERTISING FOR BIDS).

Aye: Henkel, Rayala, Rudolph, Korrer, Cushing, Peterson, Storms, VanRaalte, Lee, Campbell, Tallier, Hintz, Johns, Spencer, Kressin

Abstained from Voting: Tauer

Motion carried.

VII. ADOPTION OF AMENDED BYLAWS (11/01/2019): ACTION ITEM

Korrer recommended adopting the amended bylaws and making them effective 11/01/2019.

Motion by Rudolph, second by Spencer to:

ADOPT AMENDED BYLAWS AND MAKE THEM EFFECTIVE 11/01/2019.

All ayes, motion carried.

VIII. NEXT MEETING DATES

A. Board: Wednesday, November 20th, 2019 at 6:00 PM

B. Audit: Thursday, October 17th, 2019 at 2:00 PM

C. Behavioral Health: On-call

D. Building & Grounds: On Hold

E. Developmental Disabilities: Wednesday, November 13th, 2019 at 3:00 PM

F. Finance: Thursday, November 14th, 2019 at 3:00 PM

G. Personnel: On Hold

H. Policy: On Hold

IX. ADJOURNMENT

There being no further business, motion by Cushing, second by Tauer to:

ADJOURN THE MEETING.

All ayes, motion carried.

Meeting adjourned at 7:32 PM.

Respectfully submitted,
Jessica Kaul, Administrative Assistant

APPROVED