



# 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:    Monday, December 14, 2020 at 11:30 AM

Person Taking Minutes:        Melissa Gauthier

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

Members Present:                Ted Cushing, Ron Kressin, Bob Thome (via phone), Alan VanRaalte, Cheri Collins, Nancy Tauer, Maggie Peterson (via phone)

Members Excused:                None

Members Absent:                 None

Staff Present:                     Tamara Feest, Keith Haselton, Donna Shimeck, Hugo Vargas, Melissa Gauthier

Others Present:                    None

### I.    **MEETING CONVENED**

The meeting convened at 11:30 A.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.   **APPROVAL OF MINUTES FROM NOVEMBER 30, 2020**

Motion by VanRaalte, second by Cushing to:

**APPROVE THE MINUTES AS PRESENTED FROM NOVEMBER 30, 2020.**

All ayes, motion carried.

### III.   **WORKPLAN UPDATE**

A. DD Committee Report re: Data Collection and Meeting Frequency:

Feest reported that the DD Committee made no changes to the types of information that is being reported and to continue the meeting frequency per the by-laws.

- B. Review Conflict Resolution Protocol Feedback: Feest requested feedback from the Committee on how to move forward with the Conflict Resolution Protocol. After much discussion, the Committee recommended that Feest reach out to Vilas and Forest County Board Chairs to inquire about feedback they may have.
- C. Additional Goal: Board Training: Feest presented the Committee an update to the Workplan which included Board member training. The Committee thoroughly discussed the topics that should be part of the Board member training and who should present these trainings. Feest will reach out to WCA, as well as HSC Board Chair, Bill Korrer, regarding presenters for the training topics. Kressin will contact the Vilas County Clerk to inquire about possible presentations to the HSC Board.
- D. Next Steps: VanRaalte recommended that every Board member have access to the Attorney General's Open Meetings Law and Open Records Law guidelines.

Feest stated that since the Board has determined the counties are primarily responsible for the Joint Agreement, a letter could be drafted to the Forest, Oneida and Vilas County Board Chairs outlining the need for an updated agreement to be drawn up. Peterson reported that she will bring this forward to the Board meeting scheduled December 16, 2020 as part of the System Review Committee report.

IV. **NEXT MEETING DATES**

Tuesday, January 12th, 2021 at 3:00 PM

V. **ADJOURNMENT**

Peterson called the meeting adjourned at 12:05 P.M.

Respectfully submitted,

Melissa Gauthier  
Administrative Assistant