



# 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, November 30, 2020 at 3:00 PM

Person Taking Minutes:      Angela Paddock

*\*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 (via phone), 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, Angela Paddock

Others Present:              None

I.    **MEETING CONVENED**

The meeting convened at 3:00 P.M. by Vice Chair Kressin, 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 5, 2020**

Motion by Tauer, second by Cushing to:

**APPROVE THE MINUTES AS PRESENTED FROM NOVEMBER 5, 2020.**

All ayes, motion carried.

III.   **WORKPLAN UPDATE**

Feest provided committee with the current status of each goal on the workplan; both branch offices have been certified, the board composition and committee restructure has been completed, the dispute resolution protocol is currently being reviewed by County Board Chairs, and presentations have occurred with County Boards and will continue moving forward.

System Review Subcommittee Minutes 11-30-20

- A. Data Collection: Feest explained the Data Collection initiative will be complete once the Developmental Disabilities Committee meets and determines their reporting requirements. The Board changed the motion made by the Administration Committee to limit quarterly reporting to the County Board Chairs and County Finance Directors.
- B. Meeting Frequency: Administration Committee will continue to meet monthly as defined in the bylaws. The Behavioral Health Committee decided to meet monthly; however, just like the Developmental Disabilities Committee it can meet as often as is necessary according to the bylaws.
- C. Next Steps: Feest requested committee feedback on the next steps for the System Review Subcommittee as the current workplan is complete except for the joint agreement and conflict resolution piece. Discussion occurred on importance of providing open meeting laws and agency information to new Board members. Committee agreed to expand current workplan to include developing training guidance for both new and existing Board members.

IV. **NEXT MEETING DATES**

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

V. **ADJOURNMENT**

There being no further business, Motion by Tauer, second by VanRaalte to **ADJOURN THE MEETING.**  
All ayes, motion carried.

Meeting adjourned at 3:31 P.M.

Respectfully submitted,

Angela Paddock  
Human Resource & Operations Manager