



# THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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## **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:    Thursday, June 25, 2020 at 3:00 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, Ted Cushing, Nancy Tauer, Cheri Collins

Members Excused:            None

Members Absent:             None

Staff Present:                Tamara Feest, Keith Haselton (via phone), Jessica Kaul

Others Present:              None

### **I. MEETING CONVENED**

The meeting convened at 3:00 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. TRI-COUNTY SYSTEMS REVIEW PROJECT OVERVIEW**

Feest provided the committee with an overview of Patrick Cork's Tri County System review project which HSC initiated. She noted that Cork interviewed key stakeholders in all three counties, including HSC staff, county staff, police, sheriffs, etc. Using the feedback gathered from these interviews, he assembled his report and added his recommendations. The System Review Subcommittee was formed to review and prioritize the recommendations and create a workplan in order to implement.

### **III. ELECTION OF VICE CHAIR: ACTION ITEM**

The committee has a open seat for Vice Chair. Nomination by Tauer for Kressin. Nomination by Kressin for Cushing. No further nominations. Cushing moved to close nominations. Motion by Cushing to, second by Tauer to:

**ELECT RON KRESSIN AS SUB-COMMITTEE VICE CHAIR.**

All ayes, motion carried.

**IV. PRIORITY RECOMMENDATIONS REVIEW**

Feest provided a review of the six current recommendations as outlined in the workplan, lettered A through F.

Goal A is to outpace staff in Forest and Vilas. Goal B is to change the structure of the committees and reduce the number of Board members from 16 to 14. Goal C is to develop a protocol for dispute resolution. Goal D is to develop a protocol for having HSC present to the three counties at their full boards on a regular schedule. Goal E is to develop a focus group that will identify relevant data to assist HSC in best supporting consumer needs. Goal F is to update the Joint Agreement between the three counties.

Feest and Peterson discussed ideal timelines for the top three goals. It was noted that Goal B is complete – the new bylaws should be adopted in October 2020. Feest provided an update on the progress towards Goals A and C.

**V. WORKPLAN UPDATE**

Feest provided an updated workplan to the committee and reviewed the progress. She reported that Goal A was in progress and delayed slightly due to COVID-19, but that she and other staff are working on writing polices and securing licenses needed to outpace staff into Vilas by mid-July and Forest by mid-August.

Feest reported that Goal B is complete and the new bylaws that will reflect the changes to the Board structure should be adopted in October.

Feest updated the committee on Goal C. She provided a handout with the draft of the proposed dispute resolution policy and the committee discussed the process and roles as outlined in the policy. Feest and Peterson requested that the committee members please read through the draft and come to the next meeting with any feedback.

Feest discussed progress towards Goal D, presenting to the three counties via their Board meetings. Cushing suggested a quarterly presentation schedule. The committee discussed the timeline of this goal and determined it would be ideal for the first HSC presentation to take place at August 2020 full board meetings. Committee discussed what the presentations should entail, who should attend, and how to go about making a formal request to get added to the meeting agendas. Korrer and Feest will draft formal letters of request for County Board Chairs to be sent no later than July 13.

**VI. NEXT MEETING DATES**

Friday, July 17 at 3:00 PM  
Friday, July 31 at 3:00 PM  
Friday, August 14 at 3:00 PM

**VII. ADJOURNMENT**

There being no further business, Chair Peterson  
**ADJOURNED THE MEETING.**  
Meeting adjourned at 3:57 P.M.

Respectfully submitted,

Jessica Kaul  
Administrative Assistant

APPROVED