

**KEWAUNEE COUNTY
HUMAN SERVICES COMMITTEE MINUTES
August 12, 2015**

The meeting was called to order by Vice-Chairperson Kaye Shillin at 9:00 a.m. Present for the meeting were Mark Buchanan, Virginia Haske, Shirley Kirchman, John Mastalir, Rose Quinlan, Paul Ravet, Kaye Shillin, Mary Ann Szydel, Ken Tebon and Charles Wagner. Also present were Tracy Nelson for East Shore Industries, Ron Opicka and Scott Feldt. Excused: Linda Sinkula.

After review, a motion was made by Ken Tebon and seconded by Virginia Haske to approve the agenda as mailed. Motion carried.

A motion was made by John Mastalir and seconded by Chuck Wagner to approve the minutes as mailed. Motion carried.

County Administrator Feldt introduced Jack Schad as the Interim Director of Human Services. Mr. Schad will remain the director until the position is filled. Approval has been given by the Personnel Committee to fill this position and that of Behavioral Health Manager. All appropriate posting will be completed.

Administrator Feldt explained that all Departments are being asked to set goals for the next year. There will be staff goals set as well.

There was a discussion on Family Care rollout, care manager relationships with clients and updating the job description for the Human Services Director.

The main concerns with the budget for the next year will be revenue enhancement. This will include assuring that all billing notes are on time, computer programming is updated and all clients are in the appropriate programming to both meet their needs and maximize any revenues that are available.

One of the possibilities is to add nursing service to assist the doctor and nurse practitioner with appropriate notes, updating the drug supply and assisting medication needs of clients in the clinic and possibly at the jail.

Motion made by Chuck Wagner and seconded by Shirley Kirchman to approve the four contracts – Advocates for Healthy Transitional Living, American Foundation, Baeten Counseling and Consultation Team, and Lepak-Jostsons, Inc. Motion carried.

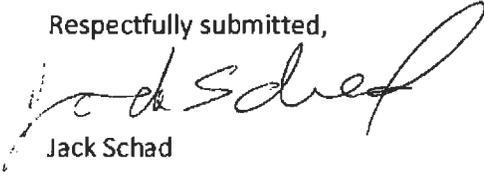
After discussion, a motion was made by Mark Buchanan and seconded by Ken Tebon to approve both the vouchers and the credit card vouchers as presented. Motion carried.

There were no public comments and no other items.

Motion made by Rose Quinlan and seconded by Mark Buchanan to set the next meeting date for Tuesday, September 8th at 9:00 a.m. Motion carried.

Motion made by Virginia Haske and seconded by Chuck Wagner to adjourn the meeting. The meeting adjourned at 9:50 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jack Schad". The signature is written in a cursive style with a large, looping initial "J".

Jack Schad
Interim Director