



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, May 11, 2016 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, May 11, 2016, in the 3<sup>rd</sup> Floor Conference room at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Chair Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Linda Garrett, Supervisor; Kathy Schulz, Supervisor; Terry Fell, Supervisor; Shirley Williams, Citizen Representative; Karl Dommershausen, Supervisor; and Terry Thomas, Supervisor.

**Committee Members Absent:** Ashley Kleven, Citizen Representative.

**Staff Present:** Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; Tim Zuehlke, Controller; and April Heim, ES Division Manager.

**Others Present:** Josh Smith, County Administrator. Russell J. Podzilni, County Board Chair. Annette Mikula, HR Director. Theresa Talbert, Rock Haven Master Case Manager. Gail Sullivan, Rock Haven Master Case Manager. Henry Plum, Attorney, guest of Ms. Klyve.

**Approval of Agenda:** Citizen Representative Weaver-Landers moved the agenda to the floor, seconded by Supervisor Fell. The agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of April 27, 2016:** Citizen Representative Weaver-Landers moved the minutes to the floor, seconded by Supervisor Thomas. The minutes were unanimously approved. APPROVED.

**Citizen Participation:** Ms. Klyve welcomed the new HSD Board member, Karl Dommershausen.

**Submission of Committee Requests:** Ms. Schulz asked about the list of Board agenda items. Ms. Klyve advised Second Harvest is coming to the next HSD Board meeting on May 25, 2016. The other items can be discussed at the next meeting.

**Approval of Contracts and Transfers:** Supervisor Thomas moved two contracts to the floor, seconded by Supervisor Fell. Ms. Mooren explained one contract was a new contract and the other was an amendment. The amendment is to lower the contract rate for the support apartment piece because the client will now pay for their own food. The contracts were unanimously approved. APPROVED.

**Review of Bills:** Mr. Zuelke was able to connect with Ms. Oja about the question asked by Citizen Representative Williams at the last meeting. Citizen Representative Williams asked about why the Board would vote on bills that have already been paid and Supervisor Schulz asked about the process if there are questions on an entry. County Administrator Smith advised that the Board will not vote on the bills because they are already paid. However, the Board will be reviewing the report for awareness. If the Board has any questions staff will follow up and provide answers back to the Board. Mr. Zuehlke reminded the Board that the approval process starts at the first level when the Board approves the contract.

**Elect Vice Chair:** Supervisor Fell nominated Citizen Representative Weaver-Landers for HSD Board Vice Chair, seconded by Citizen Representative Williams. Citizen Representative Weaver-Landers was elected the HSD Board Vice chair with unanimous approval. APPROVED.

**Set Meeting Day and Time:** Supervisor Thomas moved to keep the HSD Board meeting date and time as it is currently, seconded by Supervisor Garrett. The HSD Board meetings will continue to be held on the second and fourth Wednesday of each month, at 4:30 p.m. with unanimous approval. APPROVED.

**Resolution Recognizing Charmian Klyve:** Supervisor Fell moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. County Administrator Smith presented the resolution recognizing Ms. Klyve for her twenty two years of service to Rock County. Ms. Klyve had many accomplishments including reorganizing the HSD to integrate the Child Protective Services (CPS) and Juvenile Justice (JJ) Divisions; establishing Rock County as Lead Administrative agency in a seven county consortium to deliver Economic Support (ES) programs; implementing the Affordable Care Act (ACA) and Trauma Informed Care (TIC) in Rock County; and overseeing the opening of the Aging and Disabilities Resource Center (ADRC) and planning for Family Care. Ms. Klyve's extensive knowledge of human services programs and commitment to our clients will be missed.

Ms. Klyve thanked the Board for all of the support over the years, which has helped make her job easier. Chair Knudson advised that Ms. Klyve was presented the district's Service Award last night at WCHSA. Today, Ms. Klyve was presented letters from Secretary Eloise Anderson, DCF and Ms. Kitty Rhoades, DHS. Chair Knudson thanked Ms. Klyve for her service and teaching him about human services. Ms. Klyve responded it was a partnership and she appreciated the support. The resolution was unanimously approved. APPROVED.

**Director's Report:** Ms. Klyve announced a Foster Care event at Mac's Pizza on May 25<sup>th</sup>. The resolution to recognize Foster Families will be presented at the May 25, 2016 HSD Board meeting.

**Next Meeting:** Wednesday, **May 25, 2016 at 4:30 p.m., at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.**

Chair Knudson called a four minute recess at 4:49 p.m.

**EXECUTIVE SESSION:** Supervisor Fell and Citizen Representative Weaver-Landers moved to go into Executive Session at 4:53 p.m. per Section 19.85(1)(c), Wis. Stats. – Interviews for Human Services Director Position. ADOPTED on a roll call vote with the following: Ayes - Supervisors Dommershausen, Fell, Garrett, Schulz, Thomas, Knudson; Citizen Representative Williams and Weaver-Landers. All present except Citizen Representative Kleven absent.

Supervisor Garrett moved to go out of Executive Session at 8:02 p.m., seconded by Supervisor Fell. ADOPTED.

**Adjournment:** Supervisor Fell motioned to adjourn, seconded by Supervisor Thomas with unanimous approval at 8:02 p.m.

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Jodi Parson, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**