

**MINUTES**  
**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**May 14, 2020**

The regular monthly meeting of the Richland County Health and Human Services Board was called to order at 10:30a.m. on May 14, 2020 by Marty Brewer virtually via Zoom.

Members Present: Marty Brewer, Dr. Jerel Berres, Peg Kaul, Van Nelson, Debra Kyser, Kerry Severson and Ingrid Glasbrenner.

Others Present: Tracy Thorsen, Robin Hampton, Jessica Stanek, Angie Rizner, Sharon Pasold, Roxanne Klubertanz-Gerber, Meghan Rohn, Rose Kohout, Stephanie Ronnfeldt, Edie Moore, and Myranda Culver.

Approve Agenda and Posting: Motion by Dr. Jerel Berres, seconded by Debra Kyser to approve the agenda and proper posting. Motion carried.

Welcome New Health & Human Services Board Members: Marty Brewer welcomed Van Nelson and Peg Kaul to the Board.

Approve April 9, 2020 Health and Human Services Board Minutes: Motion by Kerry Severson, seconded by Debra Kyser to approve the Health and Human Services Board Minutes. Motion carried.

Annual Election of Officers: Marty Brewer noted that it is necessary for elections to take place for the Health and Human Services Board Chair, Vice Chair and Secretary. Motion by Kerry Severson, seconded by Dr. Jerel Berres to nominate Marty Brewer as the Health and Human Services Board Chair. Marty Brewer declined the nomination. Motion by Marty Brewer, seconded by Peg Kaul to nominate Kerry Severson as the Health and Human Services Board Chair. Motion by Marty Brewer, to close nominations and cast a unanimous ballot for Kerry Severson as the Health and Human Services Board Chair. Motion Carried.

Motion by Dr. Jerel Berres to nominate Marty Brewer as the Health and Human Services Board Vice Chair. Motion entertained by Kerry Severson to close nominations and cast a unanimous ballot for Marty Brewer as the Health & Human Services Board Vice Chair. Motion Carried.

Motion by Marty Brewer, to nominate Peg Kaul as the Health and Human Services Board Secretary. Peg Kaul declined the nomination. Motion by Marty Brewer, to nominate Ingrid Glasbrenner as the Health and Human Services Board Secretary. Motion by Marty Brewer, seconded by Debra Kyser to close nominations and cast a unanimous ballot for Ingrid Glasbrenner as the Health & Human Services Board Secretary. Motion Carried.

Discuss Health & Human Services Board Sub-Committee Structure and Process: Tracy Thorsen explained that there are several subcommittees of Health and Human Services that require representation from the Health and Human Services Board.

Committee Appointments:

Appointment of Interview Sub-Committee: Tracy Thorsen explained that two members of the Health and Human Services Board must attend the final interview for any management level position. The four members of the Interview Sub-Committee are contacted first and if unavailable, other members of the Board may be contacted as alternates. Marty Brewer, Ingrid Glasbrenner, Linda Gentes and Debra Kyser

are currently assigned to the committee with all other board members acting as alternates. Motion by Marty Brewer to nominate Peg Kaul to replace Linda Gentes on the Interview Sub-Committee. Motion by Dr. Jerel Berres, seconded by Debra Kyser to nominate Peg Kaul to the Interview Sub-Committee keeping all other current sub-committee members in place and all other Health & Human Services Board members acting as alternates. Motion Carried.

Appointment of Comprehensive Community Services Coordination Committee Representative: It was noted that noted that Kerry Severson is currently on the committee. Motion by Kerry Severson, seconded by Marty Brewer to nominate Van Nelson to the Comprehensive Community Services Coordination Committee. Motion by Marty Brewer, seconded by Peg Kaul to appoint Van Nelson to the Comprehensive Community Services Coordination Committee. Motion Carried.

Appointment of Coordinated Services Team Coordinating Committee Representative: It was noted that Linda Gentes is currently on the committee. Marty Brewer offered be the representative for this committee. Motion by Kerry Severson, seconded by Debra Kyser to appoint Marty Brewer to the Coordinated Services Team Coordinating Committee. Motion Carried.

Appointment of Mississippi Valley Health Services Commission Representative: It was noted that Dr. Jerel Berres is currently on the committee with Kerry Severson acting as an alternate. Motion by Marty Brewer, seconded by Debra Kyser to keep Dr. Jerel Berres as the current representative to the Mississippi Valley Health Services Commission with Kerry Severson acting as an alternate. Motion Carried.

Directors Report: Tracy Thorsen continued her review of the agency's response to the COVID-19 Public Health Emergency since the last meeting of the Board. While the Community Services Building has remained closed and some services have had to be reduced, many services are being provided via phone, telehealth or video conferencing. When needed, emergency services are provided in person utilizing personal protective equipment.

Between 50% and 75% of Health and Human Services Staff continue to effectively and efficiently work remotely utilizing a variety of technologies. Health and Human Services has observed what has been reported by many studies conducted on remote work, which is that staff are more productive, absenteeism is down, and service delivery remains effective. Consideration is being given to how remote work may continue to be utilized as a way of conducting business going forward.

The Aging and Disability Resource Center also continues to deliver services virtually utilizing technologies such as Zoom, and the Transportation Program continues to provide rides to medically necessary appointments alone with grocery delivery for vulnerable individuals. The monthly Caregiver Support Group continues to meet via phone, and the Regional Dementia Care Specialist is hosting a Monday "Coffee Connect" virtual support group intended to offer support and strategies to cope during this public health emergency.

Child and Youth Services has seen an increase in call volume in the last two weeks, and several reports have required staff to respond to in order to do safety assessments. There has also been an increase in the number of incidents of crisis and distress and the number of reports related to families not following the Safer at Home Guidelines. The newest case manager, Katie Blaha, will be able to complete her necessary foundation training due to the Wisconsin Department of Children and Families now providing remote learning opportunities during the pandemic. This will allow her to begin participating in the on-call rotation and serve as a primary staff on cases. It was noted that May is also National Foster Care Month, however due to the pandemic, activities raising awareness will extend into June.

Also recognized in May is Mental Health Month and this year's theme is "Tools 2 Thrive". Practical tools can be found on the Health and Human Services Facebook page. Behavioral Health staff recently partnered with the Richland County Health Coalition to create several YouTube videos regarding services that are available in Richland County. Mental Health and Substance Abuse Services continue to be provided via telehealth, with in person contacts occurring in the community only when necessary. The Behavioral Health Unit also established a Responders Support Line in April, intended to provide 24 hr. support to debrief or decompress from dealing with the COVID-19 Public Health Emergency. The Adult Protective Services Unit has increased the number of check-in meetings with various Managed Care Organizations to decrease the risk of abuse and neglect to elders and adults at risk.

The Economic Support Unit continues to provide the same level of support services through the call center, regardless of the office remaining closed. Policies and processes continue to change at the state level in order to make benefits more accessible during the pandemic and staff continue to do well keeping up with all of these changes. There have also been many changes with the Wisconsin Home Energy Assistance Program (WHEAP) to assure access to those in need. While the number of received applications has been lower than expected, this is most likely due to the extension of the moratorium on disconnecting service. Applications for the program will now be accepted until September 30, 2020, and it is also anticipated that additional funding will be available to assist with disconnects.

In regards to the COVID-19 Public Health Emergency, members of the Health and Human Services management staff continue to participate daily in the Emergency Operations Center Briefings, including: Tracy Thorsen, representing Health and Human Services; Rose Kohout, Public Health Officer; Roxanne Klubertanz Gerber, serving as a liaison to local group homes and adult family homes; and Angie Rizner, serving as the Richland County Public Information Officer. These briefings are facilitated by Emergency Management Director, Darin Gudgeon, and focus on local community response to the pandemic. As the number of cases has appeared to flatten, these meetings recently reduced from daily to 3 times per week. A steering committee named Whole Community Recovery was formed as part of the community's recovery response plan. This group, facilitated by UW Extension Educator Chelsea Wunnike and Dean Brandon Ferrerly from UW Plattville-Richland, meets weekly to understand the impact the pandemic has on both individuals and businesses in Richland County and identify resources. Also serving on the committee are: Economic Support Manager, Stephanie Ronnfeldt; Darin Gudgeon; and Tracy Thorsen.

A COVID website was established to provide regular updates and resources to the community, and while the website is sponsored by Health and Human Services, the MIS Department deserves tremendous credit for designing it and maintaining it. The Health and Human Services Facebook page has also been a source of information during the public health emergency with over 1,000 visitors to these sites.

The Badger Bounce Back plan was announced on April 20, 2020, outlining six criteria for Wisconsin to reopen its economy in phases and currently, five of the six criteria have been met. The Governor's Safer At Home Order that was set to expire on May 26, 2020 was struck down by the Wisconsin Supreme Court, and as a result, there is not a current order in place. In anticipation of the expiring order and the criteria of the Badger Bounce Back criteria almost being met, the management team has begun planning meetings in order to prepare for re-opening the office.

Despite the Supreme Court Ruling, all of the elements that will allow the agency to maintain social distancing and allow both clients and staff to avoid exposure must be in place before the agency can reopen. As a result, a date for re-opening the Community Services Building to the public has not yet been determined. A plan for re-opening will likely initially involve continuing to provide some services virtually when appropriate. Many practices will also need to be changed, including the provision of more personal and structural protective equipment and the need to rearrange how space is utilized.

Health Officer Update and COVID-19 Response Rose Kohout reported that as of this morning Richland County has had 13 confirmed cases of COVID-19 and, 381 negative tests. Of those cases, 8 have been released from isolation, 3 are still active, and two have passed away. Overall, 4 cases required hospitalization. While the number of cases seem to have flattened, Public Health continues to monitor the situation vigilantly. Rose Kohout commended businesses and individuals in Richland County for doing an exceptional job so far at mitigating the spread of this outbreak. Public Health has hired additional nursing staff to assist with the increased work load, including the need to follow up with every individual who is tested.

In the month of April, the Senior Nutrition Program delivered 2,276 frozen meals to support those in the community. Nutrition staff are connecting with some of these individuals who are especially vulnerable due to isolation resulting from the public health emergency. The Public Health Unit remains very busy and the risk to the community will be heightened as people begin to travel and gather more now that the Safer At Home Order has been lifted. People need to continue to use the tools and strategies they have learned so far.

Discussion was held regarding how the Wisconsin Supreme Court ruling affects things on a local level. Rose Kohout explained that Richland County will not be issuing a local Public Health Order continuing the Safer at Home Order at this time, however efforts will continue to be made to educate the community on mitigation and emphasized the situation will be monitored closely to determine if changes need to be made in the future. It was noted it has been 11 days since the last confirmed case in Richland County. Rose Kohout also noted it will need to be determined what trigger points would cause an order to be put back in place.

Review and Approve Health and Human Services Vouchers: The Richland County Health and Human Services Voucher Report for May 14, 2020 was reviewed. The following items required additional discussion:

Voucher #55 – Cardmember Services: This was to pay for Zixmail, an encryption service for email in order to send HIPAA compliant or confidential emails.

Voucher #50 & #49 – Cardmember Services: This was to pay for frozen meal trays for the Senior Nutrition Program due the increased number of home delivered meals during the public health emergency.

Voucher #39 – City of Richland Center: This was to pay for snow removal for the months of January and February.

Voucher #41 – Grant County Health Department: This was to pay for Richland County's quarterly portion for the time of Troy Morris, Environmental Health Coordinator.

Voucher #31 & #40 – Marco Holdings LLC: This was a previously approved expense to pay for voice capabilities to tie office phones to laptops for remote work purposes.

Voucher #42 – NADCP: This was to pay for Tiffany Olson to attend a conference for National Association of Drug Court Professionals.

Voucher #19-23 & #72-74 – Richland Observer: These were to pay for two advertisements for a vacant Public Health RN, a WHEAP advertisement, several ADRC advertisements, and two advertisements for the Richland County Chapter 980 Committee.

Motion by Marty Brewer, seconded by Ingrid Glasbrenner to approve the 2020 Richland County Health and Human Services vouchers including prepaid vouchers listed below. Motion carried.

## 2020 and Vouchers

Unit	No. of Vouchers	Amount
Richland County Health and Human Services – 2020 Expense Reports	11	\$3,984.04
Richland County Health and Human Services – 2020 Admin Vouchers	26	\$32,740.22
Richland County Health and Human Services – 2019 Prepaid Vouchers	1	\$3,066.00
Richland County Health and Human Services – 2020 Prepaid Vouchers	9	\$3,274.15
<b>TOTAL</b>	<b>47</b>	<b>\$43,064.41</b>

Robin Hampton explained that an email will be sent out immediately following the meeting that each Board Member will need to reply to signifying that these vouchers are approved, allowing checks for these bills to be cut today. Per diems and a signature sheet for the vouchers have been mailed out. Both of these documents need to be signed and returned.

2020 Budget Summary & Richland County Placement Report (Mailout #1): Robin Hampton reviewed and explained the layout of the Budget Summary Sheet as of April 30, 2020 for the benefit of the new board members. As of April 33% of the budget should be utilized and the report is only showing 25% utilization. Robin Hampton explained this is primarily due to invoices not being current through April. It was also noted there are large expenses that will come through the Building & Operating Costs line in the month of July, such as workman’s compensation and liability.

The Public Health line was also discussed and it is estimated that there will be approximately \$50,000 in COVID related expenses in addition to budgeted expenses. Public Health is not currently reporting over utilized, because if these costs had been coded to Public Health, there would not been a significant funding source available. Therefore, these COVID related expenses have been strategically placed elsewhere in the budget, such as in Building and Operating Costs and Economic Support where sufficient funding is available. All of these expenses have been closely tracked so that if reimbursements are made available in the future they can be allocated appropriately. Tracy Thorsen added that we are expecting to see more expenses hit the budget next month that are not yet shown. This is especially due to the large amount of extra hours’ staff are being required to work and paid out in the Public Health Unit as well as the additional staff that have been hired. While Detox Services is also showing it is over utilized, there is no concern here since this was due to a single expense being applied to a very small budget.

Robin Hampton reviewed the core budget revenues through April, totaling \$1,834,541, and expenses through April totaling \$1,721,222. The chargeback process was explained for the benefit of the new Board Members. Health and Human Services receives two large allocations each year, one from the Department of Child and Families and another from the Department of Health Services. Whenever a cost is incurred at a Mental Health Institute, these charges are automatically taken off of these allocations and Health and Human Services does not see these funds. The charge back process allows Health and Human Service to charge these expenses back to the placement funds in order to receive the full allocation. Due to high placement costs so far in 2020, without this charge back process in place the Health and Human Services core budget would show a deficit of \$-307,176. However, with this chargeback process in place the core budget now shows a balance of \$2,208.

It was also noted that through the 2020 budget process, Health and Human Services voluntarily returned \$20,000 of tax levy to assist with the County Budget. This amount was deducted from the core budget when it was submitted to the Clerk’s Office. It was discovered recently that the clerk’s office did not realize these funds were already deducted from this budget and as a result were deducted again, resulting in an additional \$20,000 reduction to the Health and Human Services Core Budget. Upon speaking with the Clerk’s Office it

has been determined there is nothing that can be done to correct the error. Given the already tight budget year, thought is being given as to what can be done to help account for the additional gap. The core budget is comprised of five primary funds. One of these funds is for grant funds and can carry over from one year to the next. If approved by the auditors, it is hoped that some of the approximate \$35,000 of these funds can be utilized to help balance the budget this year. Robin Hampton also noted that with the public health emergency and services being reduced, billing revenues continue to be a challenge, however there is still a possibility some funding will be received from the state.

Tracy Thorsen reviewed the two placement funds the county has, Fund 54 and Fund 44, and their purposes for the benefit of the new Board Members. Fund 54 is for Adult placements and is broken into adult institutional placements, and adult community placements. In March, the adult institutional and inpatient placements continue to be extremely high and it is expected that April will not improve. Staff are working very hard to look at options to move some of these individuals into community placements which will help. The other piece will be the contract that was approved last month with Vista Care for institutionalized adults, however there will be an opportunity to recoup some of these costs next year. The total County expense through March for Adult Institutional Placements was \$345,146. Crisis Stabilization expenses came to \$4,185

The number of adult community residential placements have not changed significantly, however costs have decreased. This is due to the Comprehensive Community Services billing that is now able to be done for these placements. Total expenses through March for adult residential placements was \$16,930 bringing total expenses in Fund 54 to \$366,261. Tracy Thorsen explained that it is hoped that the excess funds remaining in the 2019 Health and Human Services core budget will be allowed to carry over and applied to these expenses.

Child institutional placements have not changed much in the month of March, other than some additional short term placements, leaving the County expense at \$53,912. There has been one youth in detention for the first three months of the year for a total cost of \$14,115. Group Home and Treatment Foster Care County expenses totaled \$30,414 and regular Foster Care expenses totaled \$10,113. At the end of March total expenses in Fund 44 came to \$108,554.

Marty Brewer stated the balance in Fund 54 is very concerning and quick math tells him that if this rate continues, expenses could reach around \$1.4 million. Dr. Jerel Berres questioned why on page 26 of the 2019 annual report it states that in 2018 and 2019 there were 0 acute psychiatric hospital days funded by the county. Tracy Thorsen explained that when referring to acute psychiatric care, it is referring to when an individual goes to the psychiatric unit at a hospital such as Gundersen Lutheran or another private psychiatric facility. Therefore, this would not include institutes such as Winnebago Mental Health Institute. In the annual report institutes funded by the County are separated out in another section. Often times when an individual goes to a facility such as Gundersen Lutheran, they have other insurance to cover these expenses such as Medicare, Medicaid or private insurance. When an adult goes to a mental health institution, Medicaid does not fund any of these costs, Medicare will fund a portion, and private insurance may fund a portion or possibly all of it.

2020 Contract Monitoring Report: Angie Rizner reviewed the 2020 Contract Monitoring Report and those contracts that currently exceeded 25%, noting that most invoicing should be through March. It was explained that while the contracts for Coulee Region Psychiatric Services Inc., Kareo, Schmidt Consulting, LLC., and Northwest Counseling & Guidance Clinic are all reporting over 25% utilization, they have all billed through the month of April. Both the Family Children's Center and Premier Financial Management Services are over utilized and will need to be discussed further to determine if they will need to be amended in the future. La Crosse County Human Services is over utilized at 128% and is on the agenda later to be amended.

Approve Contracts, Agreements, and Amendments (Mailout #2): Angie Rizner explained that a revised mailout was uploaded to the Board members' laptops.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES</b> <b>2020 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (4-9-2020)</b>		
<b>DIANE'S ADULT FAMILY HOME</b>	To provide adult family home services to a CCS consumer who due to mental health issues is unable to live independently.  <i>This will require County Board approval.</i>	For a total amount not to exceed <b>\$55,000.</b>
<b>PEACE OF MIND COUNSELING</b>	To provide psychotherapy, psychoeducation, wellness and skill development to CCS consumers.  <i>This will require County Board approval.</i>	For a total amount not to exceed <b>\$140,000.</b>
<b>RAWHIDE, INC.</b>	To provide a residential assessment and treatment for a youth justice placement.  <i>This will require County Board approval.</i>	For a total amount not to exceed <b>\$110,000.</b>
<b>WEST ALLIS ADULT FAMILY HOME</b>	To provide adult family home services to a CCS consumer who due to mental health issues is unable to live independently.	For a total amount not to exceed <b>\$35,000.</b>

Motion by Marty Brewer, seconded by Peg Kaul to approve the New 2020 contracts and forward the recommendations on the County Board. Motion carried.

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES</b> <b>2020 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (5-14-2020)</b>		
<b>LACROSSE COUNTY HUMAN SERVICES</b>	Due to an increased need for secure and non-secured detention to youth subject to criminal sanctions. (La Crosse)	<i>Original Contract Amount: \$11,000</i>
<b>VISTA CARE WISCONSIN</b>	Name changed from TLC Homes, Inc. dba Vista Care.  <i>This will require County Board approval.</i>	

Motion by Debra Kyser, seconded by Peg Kaul to approve the amended 2020 contract and forward the recommendation on the County Board. Motion carried.

Personnel Updates: Tracy Thorsen noted that there were no new hires this month and was also happy to report there were no resignations.

Approve the application and Acceptance of United Givers Grants (Mailout #3): Roxanne Klubertanz-Gerber explained that each year there is an opportunity to apply for small grants provided by United Givers to assist the local community. The Aging and Disability Resource Center, as well as Child & Youth Services have applied for this grant in the past and utilized funds to assist Richland County residents for a variety of reasons such as emergency food, assist with a portion of rent, and obtain official copies of documents. Each year the Aging and Disability Resource Center receives \$125 and Child and Youth Services is requesting up to \$1000 for at risk families that don't rise to the level formal supervision. Motion by Marty Brewer, seconded by Debra Kyser to approve the application and acceptance of United Givers Grants totaling up to \$1,275 and forward the recommendation onto the County Board for approval. Motion carried.

Approve Johnson Controls 5-Year Sprinkler system Inspection Agreement (Mailout #4): Angie Rizner explained that upon completion of the annual maintenance inspection of the sprinkler system by Johnson Controls Fire Protection LP, it was discovered that a 5-year inspection was overdue and needs to be completed. During this inspection if any obstruction or corrosion is found, an additional test called a MIC Test will need to be performed. If a MIC Test is performed and the results show a high level of bacteria, a proposal for MIC remediation treatment would then be issued. Motion by Debra Kyser, seconded by Marty Brewer, to approve the Johnson Controls Fire Protection LP proposal and service agreement totaling up to \$1,932.86.

Approve ADRC Reception Desk Modifications: Roxanne Klubertanz-Gerber explained that the Aging and Disability Resource Center is preparing to reopen to the public and it has been determined that modifications are needed to the reception desk area. When this space was originally designed sneeze guards were placed on two sides of the reception desk area, however there is no protection where the receptionist meets with the public. It is being purposed that these guards be extended all the way around the desk. Foggy Bottom Wood Works has been contacted to provide an estimate to complete the project since they completed the original construction of the desk, however this estimate has not yet been received. Tracy Thorsen explained that after when speaking with the individual who came out to look at the project, they felt the project would be close to \$1,000, but was not confident it would be under that amount. Therefore, it is being requested the project be approved at a cost not to exceed \$2,000. Motion by Marty Brewer, seconded by Debra Kyser to approve modifications to the ADRC reception desk at a cost not to exceed \$2,000.

Update on Chapter 980 Committee Activity: Tracy Thorsen explained that Chapter 980 is the section of the Wisconsin statutes that oversees sexually violent offenders who are placed under a civil commitment to a secure treatment setting after they have completed their prison term. Once treatment has been completed, they are transitioned into the community to continue treatment and supervision. Law changes approximately two years ago now require these individuals return to the community in which they were residing at the time of the offense. A Chapter 980 Committee is then formed by the County and is responsible for locating a suitable residence for the individual and submitting a report to the Department of Health Services once this placement is identified. Tracy Thorsen noted that finding placement for these individuals is extremely challenging.

In December of 2018, Richland County received a court order to find a residence for an offender and worked through September of 2019 until finally identifying one. When the community was notified of the intended placement there was a lot of public concern and in the end it was ruled by the overseeing judge that there were safety concerns and therefore another residence needed to be located. After struggling to locate a new residence, the individual's defense attorney petitioned the court to find the County in contempt and asked that fines be assessed if a placement was not found. While the judge did find the County in contempt, the assessment of fines was stayed until June 23, 2020 if an appropriate residence is not found.

Tracy Thorsen explained that over the last two years the Chapter 980 Committee has exhausted almost every possible option with the exception of a piece of property that the County will be taking ownership of in June through the course of normal County business. The intent would be to retain this property for the purpose of leasing it back to the state as a residence for this individual. At the same time this property was being pursued, the committee was contacted by an individual stating that they were interested in entering into a lease with the state for this individual and it was noted that this lease would be paid for by the state. The benefit of this option is that it would eliminate the County becoming a landlord. At this time, the committee is continuing to pursue both options due to the fact that if a placement is not found by the deadline put forth by the court, the defense for the individual is asking that fines be assessed of \$1,000 per day.

In order to proceed local law enforcement is completing a report, which is expected to be completed today. The committee will then submit a report to the court and to the Department of Health Services, and the



Department of Health Service then has 30 days to submit a conditional release plan to the court. Given the timeline, the Department of Health Services has agreed to expedite this process and not take the full 30 days.

Distribute 2019 Annual Report: Tracy Thorsen noted that all Board members should have received a copy of the 2019 Health and Human Services Annual Report via mail. This report will be reviewed at the June Health and Human Services Board meeting.

Tentatively Schedule Board Member Orientation – June or July: Discussion was held regarding holding a more comprehensive orientation for new Health and Human Services Board members as well as interested County Board Supervisors. The consensus was that this would be extremely beneficial for all Board Members as well as County Board Supervisors. It was determined that a date would be set and Board Members would be notified.

Tentatively Schedule 2021 Budget Public Hearing – July: Discussion was held regarding when these hearings have been held in the past. It was determined the hearing would be held on July 9, 2020 at 5:00pm.

Adjourn: The next meeting is scheduled for June 11, 2020 at 10:30 a.m. **Motion by Marty Brewer, seconded by Debra Kyser to adjourn the meeting. Motion carried.**

Respectfully Submitted,

Meghan Rohn  
Confidential Administrative Secretary