

# ***Clark County Community Services Board Meeting Minutes***

Meeting held Friday, March 8, 2019 at 10:00 AM at the Clark County Rehabilitation & Living Center.

## **Call to Order**

Chair Rollins called the meeting of the Community Services Committee to order at 10:06 AM.

## **Roll Call**

Present Members: Frieda Rollins, Arlene Kodl, Scott Jalling, Gary Leichtman, Bonnie Matkovich, Tony Ring, Fred Schindler, Roy Tyznik

Absent Members: Diane Mattes

Others Present: Jane Schmitz, Sue Voigt, Joe Meyer, Brandon Heglund

## **Tentative Agenda**

A motion to approve the agenda was made by Tony Ring, seconded by Bonnie Matkovich, all yes, motion carried.

## **Minutes of February 8, 2019**

The minutes of the February 8<sup>th</sup> meeting were approved on a motion made by Roy Tyznik, seconded by Tony Ring, all yes, motion carried.

Scott Jalling and Arlene Kodl arrived at 10:08 AM.

## **Vouchers**

The February Community Services vouchers were reviewed and approved on a motion by Roy Tyznik, seconded by Tony Ring, all yes, motion carried.

The February ADS vouchers were reviewed and approved on a motion by Tony Ring, seconded by Scott Jalling, all yes, motion carried.

## **Report of the CCRLC Sub-Committee meeting of February 8, 2019**

The report of the Rehabilitation & Living Center Sub-Committee meeting of February 8<sup>th</sup> was received and filed.

## **Other Business**

### **2018 Budget Community Services and ADS**

Sue Voigt reported on the December 2018 budget which appears to show a surplus at this time.

Joe Meyer reported on the December 2018 budget which appears to show a surplus at this time.

## **2019 Budget Community Services and ADS**

Sue Voigt reported on the February 2019 budget however reporting functionality within Munis remains limited.

Joe Meyer reported on the February 2019 budget however reporting functionality within Munis remains limited.

## **Inpatient Mental Health Services Report**

Sue Voigt reported on February inpatient days.

## **CCS Coordination Committee Representative**

Sue Voigt informed the committee that Bonnie had expressed interest in becoming the CCS Coordination Committee Representative.

A motion to appoint Bonnie Matkovich as representative for the CCS Coordination Committee was made by Roy Tyznik, seconded by Arlene Kodl, all yes, motion carried.

## **New Hires**

Sue Voigt discussed the Program Assistant position and the current offer of employment.

A motion to approve the Program Assistant position at step 3 of the Administrative Compensation Policy was made by Fred Schindler, seconded by Tony Ring, all yes, motion carried.

ADS – none

Gary Leichtman arrived at 10:50 AM.

## **Wage Rate Changes**

Community Services – none

ADS - none

## **Personnel**

Community Services – Sue Voigt discussed the increased caseload for the CCS Case Management staff. Based on increases in caseload it is being recommended that we hire an additional service facilitator while rearranging duties between the programs. Most services are billable to the various programs therefore limiting expenses.

A motion to approve hiring a FT case manager for the CCS program was made by Tony Ring, seconded by Scott Jalling, all yes, motion carried.

ADS – none

## **Credit Card Purchases**

Sue Voigt reviewed with the committee the monthly credit card expenses.

## **Items for the April Community Services Committee Meeting**

**Public Comment**

**Adjourn**

Motion to adjourn at 11:09 AM was made by Tony Ring, seconded by Gary Leichtman, all yes, motion carried.

The April meeting of the Community Services Board is scheduled for Friday, April 12, 2019 at the Clark County Rehabilitation and Living Center in the classroom beginning at 10:00 AM.