

Clark County Community Services Board Meeting Minutes

Meeting held Friday, August 17, 2018 at 10:00 AM at the Clark County Rehabilitation & Living Center.

The meeting was called to order at 10:00 AM by Frieda Rollins.

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

Absent Members: Roy Tyznik

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

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

The minutes of the July 13th meeting were approved on a motion made by Arlene Kodl, seconded by Bonnie Matkovich, all yes, motion carried.

Fred Schindler arrived at 10:25 AM

The remaining June vouchers were reviewed and approved on a motion by Tony Ring, seconded by Gary Leichtman, all yes, motion carried.

The July Community Services vouchers were reviewed and approved on a motion by Scott Jalling, seconded by Bonnie Matkovich, all yes, motion carried.

The July ADS vouchers were reviewed and approved on a motion by Tony Ring, seconded by Gary Leichtman, all yes, motion carried.

The report of the Rehabilitation & Living Center Sub-Committee meeting of July 13th was received and filed.

Joe Meyer reported on the July 2018 budget which continues to meet projections.

Sue Voigt presented the 2019 Community Services budget.

A motion to approve the proposed 2019 budget and forward to the Finance Committee was made by Scott Jalling, seconded by Arlene Kodl, all yes, motion carried.

Joe Meyer presented the 2019 ADS budget.

A motion to approve the proposed 2019 budget and forward to the Finance Committee was made by Tony Ring, seconded by Diane Mattes, all yes, motion carried.

Sue Voigt reported on July inpatient days.

Sue Voigt discussed personnel items within Community Services related to the Mental Health Technician position. The current position performs identical duties to that of a case manager while at a lesser pay grade.

A motion to transfer the Mental Health Technician position to a Case Manager position effective the next pay period was made by Fred Schindler, seconded by Tony Ring, all yes, motion carried.

Sue Voigt, Joe Meyer and Jane Schmitz reported on wage rate changes within their respective departments.
None

Sue Voigt, Joe Meyer and Jane Schmitz presented position reclass requests by Department.

Community Services: Birth to Three Program Service Coordinator; Substance Abuse Counselor
ADS: ADS Director

A motion to approve the Birth to Three Program Service Coordinator position reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Tony Ring, seconded by Diane Mattes, all yes, motion carried.

A motion to approve the Substance Abuse Counselor position reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Arlene Kodl, seconded by Diane Mattes, all yes, motion carried.

A motion to approve the ADS Director position reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Tony Ring, seconded by Diane Mattes, all yes, motion carried.

Bonnie Matkovich departed at 11:36 AM.

Sue Voigt gave an update on the Office Space remodeling. The office space is scheduled to be remodeled the weekend of September 8-9th with courthouse maintenance on site for assistance as needed.

Joe Meyer discussed the recent inspection of the Fire Alarm system at ADS. While the system operates effectively the monthly required tests are causing operational inefficiencies.

A motion to approve the purchase of the Fire Alarm system replacement at a cost of \$4,568 was made by Diane Mattes, seconded by Arlene Kodl, all yes, motion carried.

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

The September meeting of the Community Services Board is scheduled for Friday, September 14, 2018 at the Clark County Rehabilitation and Living Center in the classroom beginning at 10:00 AM.

Motion to adjourn at 12:01 PM was made by Arlene Kodl, seconded by Tony Ring, all yes, motion carried.