

Trempealeau County Health & Human Services Board Meeting

Meeting called to order by Michelle Haines at 9:33 a.m. in the County Board Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Wednesday, March 24, 2010.

Board Members Present: Ernie Vold, Hensel Vold, Arild Engelién, Dr. Joanne Selkurt, Dick Miller, Geraldine Van Tassel, Deloras Vind, Michelle Haines, Charles Zauner, Dora Jean Blaha, Wally Geske,

Staff Present: Jeff McIntyre, Judy Fredrickson, Connie Oates, Sheri Rhoda, Kathy Gauger, Sandy Palkowski, Mary Manka, Jami Kabus

Notice was posted according to open meeting law requirements.

Adoption of Agenda – Motion by Mr. Zauner to adopt the presented agenda; **seconded** by Mr. Miller . **Motion carried.**

Minutes of Prior Human Services Board Meeting – Motion by Mr. Zauner to accept the minutes from the February 8, 2010 meeting; **seconded** by Ms. Blaha. **Motion carried.**

Minutes of Prior Human Services Board Meeting - Monday, March 8, 2010 - No quorum, no minutes needed.

Minutes from the Commission on Aging & Transportation Committee Meeting. Motion by Ms. Van Tassel to accept the minutes from the March 4, 2010 meeting; **seconded** by Mr. Zauner. **Motion carried.**

Public Comments - None

Agenda Items:

6. 5310 Vehicles Lien Release

Mr. McIntyre informed the Board what is happening with the vans for Senior Services. Seven new vehicles have been purchased and will be disposing of six vehicles with the Property Committee's approval. In order to dispose, a release of lien is needed. We have the release and the vehicles will be put on the website on Monday. Purchasing must be done from the website. The monies received from the sale will go into a trust account where the new vehicles were purchased from. The vehicles will still keep their designation as Senior Services of Trempealeau County. Each vehicle will be numbered. Ms. Gauger will be in charge of these vehicles.

7. Sheriff Department Vehicle Purchase

A bar graph was distributed by Mr. McIntyre showing the savings in mileage reimbursement since we started using the Emergency Management vehicle. Even greater savings will be seen since the purchase of a vehicle from the Sheriff's Department. Our goal is to limit any mileage reimbursement. The Sheriff has another vehicle for sale. Mr. McIntyre is asking permission to purchase a second vehicle. It could be purchased using

Human Services non-lapsing funds. **Motion** by Mr. Engeliem to purchase this vehicle; **seconded** by Ms. Blaha. **Motion carried.**

8. Meeting with Regional Office Director Bureau of Health

Mr. McIntyre is coordinating a meeting with Lieske Giese to get the ball in motion in securing the necessary support that the Regional Bureau of Health can provide. Ms. Kabus and Mr. McIntyre had sent the job description ahead of time and made corrections as necessary. Mr. McIntyre stressed that we will continue to maintain the services that we have now, if anything the services will be enhanced. Hours for the WIC person are proposed to be increased up to 40 hours/week. Another person is going from three days a week to two days/week.

9. ADRC Lead Worker Position

Ms. Gauger informed the Board that this position had gone to the Personnel Committee, but was referred back to this committee for approval. Due to the new members, Ms. Gauger gave a brief history of the Aging & Disability Resource Center (ADRC). Trempealeau County was one in eight in the whole state to start a pilot project. The main idea was to create a one stop shop for information and assistance for people who are elderly or disabled. In its conception in 1998 we had one staff person and today there are four full time employees. Since Family Care has gone statewide, eligibility is being determined by the ADRC staff. It is very important to have staff knowledgeable in this area. With the merging of the departments and Kathy taking on additional duties, it is difficult for her to put all the supervision into the ADRC. The first thought was to hire an ADRC Manager, a non-union position that would have allowed that person to supervise staff. After some discussion, it was decided to pursue a Lead Worker Position instead. This person would remain in the union, continue to do same duties as assigned now, do less functional screens but be in charge of the IT work, complete the reports for the State, training for the functional screens, collecting all the statistics, plus other duties as assigned. Ms. Kabus is creating another step above the Social Worker III that the Lead Worker would be in. There is no county levy involved in the ADRC. **Motion** by Mr. Zauner to accept the ADRC Lead Position Worker position; **seconded** by Mr. Vold. **Motion carried.**

10. Public Health Supervisor/Health Officer Position

Mr. McIntyre along with Ms. Kabus and Lieska Giese are fine tuning the position description.

11. Aging Unit Director; Designation

Mr. McIntyre stated that it is mandatory according to State Statute that we name someone as the Aging Director. The Health and Human Services Committee needs to make a motion as to who could fill this position. **Motion** was made by Mr. Ernie Vold to name Kathy Gauger as the Aging Unit Director; **seconded** by Mr. Zauner. **Motion carried.** A job description will be completed shortly.

12. Health & Human Services Board Composition

Mr. McIntyre stated there would be more clarification of the Board's composition and what the make up will be after the elections on April 6. For sure there will be nine members on this committee. Five members will be County Board Supervisors with three having to be knowledgeable of public health issues. The four other members: a citizen receiving services, a physician, a dentist and one other interested citizen. This Board will

be required to attend training. More details will follow after the April 20, 2010 Board of Supervisors meeting when the Board members will be assigned their committees.

13. Interim Public Health Supervisor/Health Officer

Mr. McIntyre and Ms. Kabus have met with Ms. Rhoda regarding the Interim Public Health Supervisor/Health Officer. Ms. Rhoda showed an interest in filling this temporary position. It probably will be June before a Public Health Supervisor would be hired.

14. Review Voucher Summaries – Human Services 2009/2010

Ms. Fredrickson distributed vouchers for approval and signatures. 2009 expenses paid in February, 2010 for \$74,382.12; second audit in February was \$67,337.55; supplemental for February was \$6,652.66; first run in March was \$19,558.40; second run in March was \$75,742.47. **Motion** by Mr. Vold to approve the vouchers; **seconded by** Ms. Haines. **Motion carried.**

15. Director's Report

Mr. McIntyre informed the Board that we had an all agency meeting today at 8:30 a.m. He asked employees to view this consolidation as a joint venture and we can learn a lot from all the departments. We need to focus on providing the best services to the clients we are providing services for. Let's move forward.

There is the union issue that needs to be addressed again. There will be a meeting with Ms. Kabus, Mr. McIntyre, the union representative as well as officers from the courthouse union and Human Services union. Seniority will be maintained.

16. Adjourn

Chair, Michelle Haines, adjourned the meeting at 10:50 a.m.

Respectfully submitted,

|Charles Zauner, Secretary