

Trempealeau County Human Services Board Meeting

Meeting called to order by Michelle Haines at 5:00 p.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, August 1, 2011.

Board Members Present: Arild Engelién, Rob Reichwein, Michelle Haines, Rod Severson
Kathy Johnson

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

Notice was posted according to open meeting law requirements.

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

Minutes of Prior Human Services Board Meeting – Motion by Mr. Severson to accept the minutes from the July 5, 2011 meeting; **seconded** by Mr. Reichwein. **Motion carried.**

Public Comments – None

6. Human Services Board Budget Discussions

Mr. McIntyre inquired if the Board felt they were getting sufficient information regarding the budget or should something different be done. He urged the Board members to feel free to call with any questions.

7. Trempealeau Meal Site Approval

Ms. Gauger informed the group that Boondocks Locker Room in Trempealeau has submitted a proposal. We need approval and go ahead from the State before we can open it. They plan on charging \$6.25/meal (our cost) and suggested donation will be \$3.50/meal. They are able to seat between 30 to 36 people. Meals will be served on Tuesday, Wednesday and Thursday. **Motion** by Mr. Severson to accept the proposed site; **seconded** by Mr. Engelién. **Motion carried.**

8. Senior Services Resolution

Changes have occurred – will bring back at a later date.

9. ADRC/Senior Services Supervisor Report

Ms. Gauger informed the group that an electric compartment meal transport had been purchased. The old one was not repairable. Any purchases under \$500 do not need Board approval.

A new meal site in Whitehall will be opening on Tuesday, September 6 – Brookside Dining. At the present time they have seating for about 36 people. Grand opening is scheduled for the end of September. Meals will be offered three days a week. Brookside has 57 units plus people throughout the Whitehall, Independence and Pigeon Falls that have indicated an interest in congregate meals.

Ms. Gauger explained a proposed change in a policy. At the present time the bus is cancelled if less than three riders. If a cancellation call comes in the morning of only having three riders, the bus would be cancelled. This doesn't seem fair to the other two that were counting on going and in turn the driver has to take a vacation day.

One other change; we purchased a vehicle that was approved restricted non-lapsing fund that was going to be used on one of the meal routes, but cannot afford to hire a driver. We would like to utilize the van for the Reach Route (disabled workers) and keep the green bus for backup.

10. Families First Update

Mr. McIntyre spoke briefly on the Coordinated Service Team (CST). We received another \$50,000 from July 1, 2011 thru June 30, 2012, and should receive the same dollar amount for the next three years. We budgeted \$5,000 for marketing and public relations. A new laptop with portable printer and a PowerPoint projector were purchased with the intent of going to every school district and doing a presentation. Parents need to commit to this program. A five minute DVD will be produced to present to teachers. Pat Malone will be doing the narrating. It is hoped that teachers will do a referral and the Coordinator will meet with them. It is a very positive program that is in its second year.

11. Income Maintenance Consortia Update

Mr. McIntyre and Ms. Palkowski gave a brief update on the impact of the Governor's budget on Economic Support. There will be another meeting on Thursday, August 4 in Stevens Point. The allocation from the State is based on what the county spent in 2009 toward IM and 715 clients per ES worker. We are looking at a 35 percent reduction. We will know more about possible layoffs, local presence as well as the Call Change Center later. How many supervisors will be needed will be determined later. Some supervisors could be supervising staff in another county. Could be three counties supervising. At the end of a two year run the consortia plans to operate without levy dollars. Proposal is due to the State by October 1, 2011. Not attempting to have a Board of Directors.

12. FY 2010 Update

Mr. McIntyre gave a brief update on the 2010 budget. Due to the Mental Health, AODA and out-of-home costs we are over budget by \$488,776. The 2012 budget is a serious concern as to how to come up with a zero budget increase. There are a lot of costs related to Trempealeau County Health Care Center for the IMD unit. We are monitoring the 2011 budget very closely. Report next month on the 2011 and 2012 budget.

13. New Social Workers in Family & Children's Unit

Mr. McIntyre informed the group that we have a new Social Worker that started on July 25, Fran Jordahl who is originally from Eleva and now resides in Eau Claire. Christina Pasell, FCS Social Worker, will start on Monday, August 22, 2011.

14. Administration Office Remodeling

Mr. McIntyre informed the group that due to not filling the vacated Receptionist position, the current Support Staff have been filling in as receptionist as well as their own jobs. To make it more efficient and allow the Support Staff be at their desks, we are proposing that

the window previously used in Unified Board be moved to the Support Staff area. The Property Committee has approved the move. Clients would still use the existing reception waiting room. What would be needed to purchase would be a window closing and phone changes. **Motion** by Mr. Reichwein to approve the request for remodeling; **seconded** by Mr. Engelién. **Motion carried.**

15. Department Vehicles

Mr. McIntyre reported on how many miles per month the vehicles are used. We are now experiencing more maintenance costs. Exec Finance is not comfortable of taking \$60,000 out of the General Fund. It is now going back to Property Committee. More discussion will follow after Property Committee has had a chance to discuss.

16. Trempealeau County Recruitment Policy & Procedures Discussion

Mr. McIntyre stated that there has been some concern regarding our recruitment process. The Personnel Committee had suggested forming a work group and making a proposal back to them. At the present time the process involves three standing committees and then to the full County Board. The reason for bringing this forward is to make this committee aware of how lengthy this process is. Monies could be saved by eliminating some of the steps. Ms. Kabus explained the current hiring process. Factors that prolong the process range from when the employee's resignation is received to when committee meetings are held. Discussion followed.

17. Review Voucher Summaries

- a. **Human Services - \$147,529.26**
- b. **Senior Services - \$46,642.52**

Motion by Mr. Engelién to approve the vouchers; **seconded** by Mr. Reichwein. **Motion carried.**

Motion by Mr. Engelién to go into closed session; **seconded** by Mr. Severson. **Motion carried.**

18. Closed Session per Wis. Stats. 19.85(1)(c) to Consider Employment, Promotion, Compensation or Evaluation of a Public Employee

19. Motion by Mr. Reichwein to return to reconvene to open session; **seconded** by Mr. Severson. **Motion carried**

20. Next Meeting will be Tuesday, September 6, 2011

21. Motion to adjourn at 6:39 by Mr. Engelién; **seconded** by Mr. Severson. **Motion carried.**

Respectfully submitted,

Rob Reichwein
Secretary