

Trempealeau County Human Services Board Meeting

Meeting called to order by Hensel Vold at 5:01 p.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Tuesday, September 6, 2011.

Board Members Present: Arild Engelién, Rob Reichwein, Hensel Vold, Kathy Johnson, Rodney Severson, Dora Jean Blaha, Michelle Haines

Staff Present: Jeff McIntyre, Connie Oates, Kathy Gauger, Judy Fredrickson, Mary Manka

Notice was posted according to open meeting law requirements.

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

Minutes of Prior Human Services Board Meeting – Motion by Mr. Reichwein to accept the minutes from the August 1, 2011 and August 15, 2011 meeting; **seconded** by Mr. Vold. **Motion carried.**

Public Comments – None

6. Family & Children's Services Presentation

Ms. Oates presented to the Board an overview of all the different areas that Family & Children's Services deals with. It might be beneficial for the Board members to understand the complexity of the department. Voluntary Services, General Child Welfare Services, Child Protective Services, Juvenile Justice, Foster Care Licensing, Background Checks, Independent Living Program, Independent Child Investigations, Adoption Screenings, Kinship, Coordinated Services Team were just a few areas she touched on. A PowerPoint handout explained what Child Protective Services can and cannot do. Ms. Oates also gave an overview of out-of-home care. Pictures of abused children were passed around. Discussion on why workers have left their jobs. Ms. Oates stated they left to pursue another career.

7. Secretary/Bookkeeper LTE position update

Mr. McIntyre was given permission from the Human Services Board to hire a limited term employee (LTE) and has gone to the Personnel Committee. We will be working with Gemini to fill this position. Aggie Haines, previous Receptionist for Human Services, will be working two to three days/week until a LTE is hired.

8. ADRC/Senior Services Supervisor's Report

Ms. Gauger reported that Gemini will contact her as soon as they have someone available to interview for the LTE position in Senior Services. Home Delivered Meals three year contract is up. RFP will be out in October for Home Delivered and Meal Sites. We currently have seven sites. Brookside Meal Site opened today (September 6, 2011) with 26 people present. Food is provided by the Trempealeau County Health Care Center. Grand opening is planned for September 27.

The assessment of nutrition program by GWAAR occurred in August. The results were good. Kathy and Carol are working on improvements. We haven't had a lot of opportunity to spend as much time as we would like. Carol is busy with transportation scheduling. Thinking of moving scheduling over to the Secretary/Bookkeeper position.

Mr. Engelién complimented Mr. McIntyre and Ms. Gauger on the new meal site. It is fulfilling its mission. Motto: More than just a meal.

9. Income Maintenance Consortia Update

Mr. McIntyre talked briefly about the Governor's Act 32. There will be ten contracts throughout the State of Wisconsin, eight counties to run this consortia, state is getting close to a 615 case load, as well as the money they will be getting. Mr. McIntyre will continue to report the progress every month.

The plan needs to be to the State by October 1 and approved by October 31, 2011. If there are to be any layoffs, the union contract will be followed.

10. 2011 Budget Discussion

Mr. McIntyre stated that he has budget information through June of this year and it appears we will be over budget due to the out of home placements. He will continue to give monthly updates.

11. Justice Coordinator Position Approval

Mr. McIntyre distributed a Justice Coordinator job description from La Crosse County. Discussion followed. The Trempealeau County Sheriff, District Attorney, the Judge as well as Mr. McIntyre feel it would be beneficial to hire a Justice Coordinator. It would be a cost savings by not having to incarcerate individuals. Motion by Mr. Engelién to move on to Personnel Committee; seconded by Mr. Reichwein. Motion passed by six in favor to one vote in opposition.

12. Television & Newspaper Procedure Discussion

Mr. McIntyre informed the group that he was approached by Kelly Schlicht, reporter from WEAU-TV station out of Eau Claire, inquiring about Human Services. Mr. McIntyre did not offer any information. The official spokesperson for Human Services is the Chair of the Human Services Board, who presently is Michelle Haines. The reporter will be back.

13. Recruitment Policy & Procedure Update

Mr. McIntyre stated that at the next full County Board meeting (9/19/11) a resolution will be presented from the Personnel Committee to the full Board for changing policy for hiring. All new positions would still go through the same process.

14. Human Services Phone Answering

Mr. McIntyre brought forward an alternative to our present phone system. Since the Receptionist was not replaced, he has been exploring the possibility of going to an automated phone system. Jackson and Pepin Counties currently have one and seems to be working well for them. We would propose to have our own 800 number for Human Services with the option of talking with an operator.

15. 2012 Budget Presentation & Approval

Ms. Gauger presented the Senior Services and Aging & Disability Resource Center (ADRC) budgets.

ADRC

There are two I & A Social Workers-full time; 50 percent Secretary/Bookkeeper. Disability Benefit Specialist is contracted from Kelly Services. Would like to bring back in house after 2012 to save money. Biggest expense is our marketing consultant. ADRC does not use any levy dollars.

Motion by Mr. Vold to approve; **seconded** by Mr. Reichwein. **Motion carried.**

Senior Services

There are a number of different programs.

Transportation, Elderly Benefit Specialist (no county levy).

Home Delivered Meals (4 days/week) that are contracted with different food providers and to purchase frozen meals (3 per week). Freezer space is \$60/month. Costs are basically meal costs and mileage for meal delivery people. No county levy.

Congregate Meals – expenses for meals or mileage for administrative staff.

Elderly Benefit Specialist – we are required to have this position available. This position provides assistance with insurances, Social Security, Medicare Part D, etc. We do ask for county levy.

Caregiver Program – a small program that helps caregivers. Helps families with elderly parents and/or Alzheimer's by providing respite care for them.

Prevention – provides education and outreach for prevention programs. Work with Health Department and Trempealeau County Health Care Center on providing lifestyle prevention.

Transportation Program – do ask for county levy. State requires 20 percent match. Provides money to run all our vehicles, fuel and maintenance, volunteer driver reimbursement and bus driver, bookkeeper and Transportation Coordinator.

Sheltered Employment Program – transportation we provide to Western Wisconsin Cares (WWC) for customers that go to REACH in Eau Claire and ORC in Arcadia. We have four buses. We do charge WWC for this service.

Motion by Mr. Reichwein to approve; **seconded** by Ms. Blaha. **Motion carried.**

Human Services LTS

Ms. Gauger is 25 percent time for LTS. GWAAR doesn't want her to be too involved in other areas. There are four staff plus Mary Anderson and Mary Manka. The Justice Coordinator position would be under LTS. We are required to provide mobile crisis line services at all times except from 4:30 p.m. to 12:30 a.m. Northwest Counseling, our

crisis line, we are obligated to provide this service. Mental Health levy dollars that go into this service are not reimbursed. There is a 10 percent decrease in AODA block grants. Working on keeping people off the IMD that is funded by all levy dollars.

Motion by Ms. Blaha to approve; **seconded by** Ms. Haines. **Motion carried.**

Family & Children's

Family & Children's has added a Family Support Worker that has added expenses for this position. Mary Anderson is budgeted for 50 percent of her time. There has been an increase in Institutional YA. Currently have a court order for a 15 year old at \$285/day and looks like it will be a long time. There is a 15 percent cut in YA funding.

Motion by Mr. Engeliem to approve; **seconded by** Mr. Reichwein. **Motion carried.**

IM

IM is in a bit of a flux. The County will be taking the 2009 levy allocation (if the County Board agrees to this) and it would be turned over the consortia. Looking at possible layoffs in the Economic Support section. IM would work with all people from the eight counties. This would be better than having all services in Madison. We will still maintain a face-to-face contact. Medical Assistance transportation is gone. LogistiCare is now handling this.

Motion by Mr. Vold to approve; **seconded by** Ms. Johnson. **Motion carried.**

Administration

All salaries are funded by basic allocation we receive from the State. Total for salary and fringe benefits are supported by the departments within Human Services. Have not put in budget for new vehicles; maintenance and gas have been added to the budget.

Motion by Mr. Vold to approve; **seconded by** Ms. Johnson. **Motion carried.**

16. Set Dates for Public Hearing

Monday, October 3, 2011 at 4:00 p.m. was set for the Public Hearing. Notice would be posted in the Trempealeau County Times for two weeks.

17. Review Voucher Summaries

- a. **Human Services - \$125,531.98**
- b. **Senior Services - \$33,180.78**

Motion by Mr. Engeliem to approve the vouchers; **seconded by** Ms. Blaha. **Motion carried.**

18. Next Meeting will be Monday, October 3, 2011

19. Motion to adjourn at 7:43 by Ms. Johnson; **seconded by** Mr. Reichwein. **Motion carried.**

Respectfully submitted,

Rob Reichwein
Secretary