

Trempealeau County Human Services Board Meeting

Meeting called to order by Michelle Haines at 4:00 p.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, August 6, 2012.

Board Members Present: Arild Engelién, Curtis Skoyen, Hensel Vold, Michelle Haines, Kathy Johnson, Dora Jean Blaha

Staff Present: Jeff McIntyre, Kathy Gauger, Jami Kabus, Mary Manka

Notice was posted according to open meeting law requirements.

Adoption of Agenda – Motion by Mr. Vold to adopt the presented agenda with moving agenda item No. 17 before No. 6; **seconded** by Mr. Engelién. **Motion carried.**

Minutes of Prior Human Services Board Meeting – Motion by Mr. Engelién to accept the minutes from the July 2, 2012 meeting; **seconded** by Mr. Skoyen. **Motion carried.**

Public Comments – None

6. Approval of 2013-2015 Aging Plan

As mentioned in previous meetings, Senior Services' three year plan is due to the State by September 3, 2012. Ms. Gauger passed out an abbreviated copy of the 40 page plan and explained how she went about identifying, calculating and addressing the critical issues. By 2015 it would be beneficial to have only one Board, combining the Advisory Committee and the governing Board. Discussion followed. Ms. Blaha made a **motion** to approve Senior Services' proposed three year plan; **seconded** by Mr. Reichwein. **Motion carried.**

7. Approval of Waiver for In-County Meal Reimbursement

Currently, volunteer drivers for Senior Services are not reimbursed for meals purchased within the county while they are transporting. Ms. Gauger is proposing that only volunteer drivers, when transporting over meal time, be reimbursed the county rate while transporting clients to their appointments. **Motion** made by Ms. Blaha to move this on to Exec Finance for their approval and then moved on to the full County Board; **seconded** by Mr. Reichwein. **Motion carried.**

8. Approval of Transfer Funds into Senior Services Assigned Fund

The audit being completed today, no more need to require this.

9. ADRC/Senior Services Supervisor Report

Senior Services presently has a fleet of nine vehicles with one for a substitute. Ms. Gauger noted there have been a lot of repairs recently. She and her office staff do not have extra time to track the vehicle maintenance. Ms. Gauger would like to request that the current Senior Services bus driver be named Fleet Coordinator. His duties would be to approve maintenance repairs, wash vehicles, every two weeks do inspections, etc. Ms. Gauger will come back next month after she talks with Human Resources on reclassifying this position.

The Aging & Disability Resource Center has become very busy. A lot more time has been spent with each client, making it more stressful. There is funding available at 100 percent reimbursement when working with Nursing Homes to get clients back into the community. If we were to have one half-time position to work strictly with Nursing Homes there would be no county levy used and no benefits because of half-time position and totally reimbursed.

10. Approval to Purchase Debit Cards

Two years ago we had approval to purchase two \$100 debit cards. Mr. McIntyre stated it has worked very well for the FCS workers. Need to restore both cards up to \$100 each. Money would be coming from Preserving Safe & Stable Families (PSSF) funds. **Motion** by Mr. Vold to approve restoring funds into the two debit cards; **seconded** by Mr. Reichwein. **Motion carried.**

11. Approval to Sell One Human Services Vehicle

Human Services has two vehicles. Mr. McIntyre is asking to sell one vehicle at a starting price of \$1,500. Wisconsin Surplus Company would sell it at no cost to us. If approved, it will need to go to Property Committee. **Motion** made by Mr. Engeliem to approve the sale of one vehicle; **seconded** by Mr. Reichwein. **Motion carried.**

12. Approval to Purchase Three Ford Fusions

It's been about 2 ½ years since Mr. McIntyre began looking at purchasing new vehicles for Human Services. Three required quotes have been obtained for the 2013 Ford Fusion S: Eau Claire Ford (\$23,077 each); Bloomer Ford (\$18,109 each); Osseo Ford (\$18,970 each). With the little difference between Bloomer and Osseo a **motion** was made by Ms. Blaha to go with Osseo Ford to keep the business in Trempealeau County; **seconded** by Mr. Engeliem. **Motion carried** with Mr. Skoyen abstaining.

13. 2011 Preliminary Audit Update

Mr. McIntyre gave a presentation today to Exec Finance regarding our 2011 audit. In 2010 we had a deficit of \$447,000. At the end of 2011 we have \$265,218 that will go into a non-lapsing fund for Human Services.

14. 2012 Budget Update

Mr. McIntyre and Ms. Fredrickson, Financial Manager, have been working hard to see where we stand on the budget. A handout showed the expenses through June 2012 and does not include Senior Services. All budgets look very well.

15. Income Maintenance Consortia Update

Our eight county consortia is looking like we are under budget for the year. The negative is the long waiting times on the phone; can be up to 30 minutes.

16. Family & Children's Employee Hires Update

Two FCS positions have been filled. Amanda Conrad, Fairchild, WI and Melissa Kleist, Bloomer, WI (will have to relocate) have been hired. .

17. Approval to Hire Social Worker

A Family & Children's Social Worker has resigned. Her last day is Friday, August 17. Mr. McIntyre asked for approval to replace this position. Board members questioned why so many workers leaving. Ms. Kabus responded that there have been ten social workers leave since 2009. Some factors could be location (too long of a drive), first job out of college and just looking for experience, etc. She felt the salary was competitive. Ms. Kabus mentioned that exit interviews are available to meet face to face or an exit interview form is mailed to them. Currently we do

not have a satisfaction survey. **Motion** by Ms. Johnson to approve hiring of a new FCS Social Worker; **seconded** by Ms. Haines. **Motion carried.** The newly vacated position will be posted for the mandatory five days and possibly go back to the list of applicants to fill Kaylene Windjue's position who now is a Children's Long Term Support worker.

18. 2013 Budget Presentation

The 2013 budget is due by Friday, August 24. Exec Finance requesting budget to come in with zero percent increase.

Mr. McIntyre, along with the Judge, Sheriff and District Attorney feel the need to continue the Diversion Program Coordinator position which is ending after this year. Pat Bell, a retired state employee, currently is in this position. This program has saved the county a lot of money. It could be a stand alone position, reporting to the Human Services Board or the Sheriff's Board. Funding would be levy dollars.

19. Director's Report

Mr. McIntyre informed the group that we now have another detention from the jail. She was recently med flighted to Gundersen Lutheran in La Crosse. Recommendation was to place her at the Trempealeau County Health Care Center, which becomes a cost to us of \$285/day.

20. Review Voucher Summaries

- a. Human Services \$197,120.67
- b. Senior Services \$ 42,361.00

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

21. Next Meeting will be Tuesday, September 4, 2012 at 4:00 p.m. A Public Hearing will be held at 3:00 p.m. the same day and location.

22. Motion made by Mr. Reichwein to adjourn at 5:15 p.m.; seconded by Mr. Skoyen. **Motion carried.**

Respectfully submitted,

Rob Reichwein
Secretary