

Trempealeau County Human Services Board Meeting

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

Board Members Present: Curtis Skoyen, Rob Reichwein, Arild Engelién, Michelle Haines
Dora Jean Blaha

Staff Present: Jeff McIntyre, Kathy Gauger, 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. Skoyen. **Motion carried.**

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

Public Comments – Arild & Jeff led a splendid version of happy birthday to Kathy Gauger who turns a grand old age of 60 on 11/7/12.

6. Approval 2013-2015 Aging Plan

Ms. Gauger noted that the initial draft of the Aging Plan had been sent in a couple of months ago. It came back with good comments and just a few changes to make. The plan is for three years. The goals and objectives were the results of public forums as well as 400 surveys being mailed out. From there, the Long Term Care Council and Senior Advisory Committee set the goals and objectives. A copy of the plan was handed out for approval. **Motion** by Mr. Reichwein to approve the 2013-15 Aging Plan; **seconded** by Mr. Engelién. **Motion carried.**

7. ADRC/Senior Services Supervisor Report

The ADRC/Senior Services budget through September is on goal. The freezer has been ordered and will be arriving November 19. Bob Gunderson from TCHCC will be assisting in the transition. Besides Western Wisconsin Cares (WWC) there will be another organization in our area. Letters will be mailed out to about 400 WWC members informing them they have an option to stay with WWC or switch if they wish. The 2013 budget is complete and submitted.

8. Report On Single Audit Findings

Every year the county goes through an audit and each department goes through a single audit report. Each year they usually find small things that we are not following with our contracts. They are very minor findings.

9. Vehicle Delivery Dates

The three new Ford Fusions will be delivered on Friday, November 9 and we will begin using them on Monday, November 12. We will be saving on fuel as well as repairs.

10. MOU with Department of Land Management

Mr. McIntyre and Kevin Lien from Land Management developed an MOU to utilize Land Management's vehicles. They have two Ford Escapes available for our use if needed. We are billed \$.30/mile versus paying \$.555/mile. That money goes back into their vehicle account.

11. Motor Vehicle Use Policy

A copy of the Motor Vehicle Use Policy for five Human Services vehicles and two vehicles from Land Management was handed out. Vehicles will be signed out on-line. The Crown Victoria

cars are for in-county use only. Staff must return signed fuel receipts to administration. **Motion** to approve the Motor Vehicle Use Policy by Mr. Engeliem; **seconded** by Ms. Blaha. **Motion carried.**

12. Drug Testing Policy

We do get juveniles under court order that are abusing drugs/alcohol. The Sheriff has agreed to have his jailers do the drug testing rather than our staff having to do it. **Motion** by Mr. Reichwein to approve the drug testing policy; **seconded** by Ms. Haines. **Motion carried.**

13. Truancy Policy/Procedure

We do have a Truancy Policy/Procedure in place. Now that we have a new District Attorney we are hoping that the ordinance will be followed and we will be involved in the plan. We are experiencing the biggest issues with Gale-Etrick-Trempealeau and Osseo high schools. Mr. McIntyre will be meeting with the two new principals from those schools to inform them of our policy. Every two years need to meet and make changes if necessary.

14. Resolution – Increase Assigned Contingency Fund

The Assigned Contingency Fund was created in 2009 when Social Services and Unified Board merged. What we would like to do is to take any excess dollars from fiscal year 2012 and put in our contingency fund, but would also like to increase our non-lapsing contingency fund to \$500,000. Mr. McIntyre will be taking this to Exec Finance. **Motion** by Mr. Engeliem to approve the increase in the Assigned Contingency Fund; **seconded** by Mr. Skoyen. **Motion carried.**

15. 2012 Budget Update

Human Services budget thru third quarter was distributed. Things are looking good.

16. 2013 Budget Update

A copy of the 2013 budget was passed out. One adjustment had to be made due to the Wisconsin Retirement contribution had changed as well as the health insurance rates went up. This was mentioned just to inform this Board of this change that will be brought up at the full County Board meeting next week. We did not have to change the Senior Service budget.

16. Director's Report

a. High Cost Placement

Mr. McIntyre informed the group that we are having high cost service needs with a nine year old child. This child is going through a 30 day assessment. Just wanted to let this Board know that it will be high cost and levy dollars will have to be used. Mr. McIntyre will update the Board in January.

18. Review Voucher Summaries

a. Human Services - \$176,001.13

b. Senior Services - \$44,201.02

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

19. Next Meeting will be Monday, December 3, 2012

20. Meeting adjourned at 5:00 p.m.

Respectfully submitted,

Rob Reichwein
Secretary