

Trempealeau County Human Services Board Meeting

Meeting called to order by Michelle Haines at 4:01 p.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, May 6, 2013.

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

Staff Present: Jeff McIntyre, Kathy Gauger, Patrick Bell, 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; **seconded** by Mr. Engelién. **Motion carried.**

Minutes of Prior Human Services Board Meeting – Motion by Mr. Skoyen to accept the minutes from the April 1, 2013 meeting; **seconded** by Mr. Engelién. **Motion carried.**

Public Comments – None

6. Justice Coordinator Presentation

Mr. Bell explained his duties as Justice Coordinator. The program began in May of 2010 under the direction of Trempealeau County's District Attorney. In January of 2013 the position became part of Human Services. He explained the Diversion Program as well as Recovery Court. Mr. Bell also operates a similar program through a contract with Jackson County.

7. Approval of \$75,000 Waiver Request from State Mandate

On April 1 Mr. McIntyre put in for a waiver with the Department of Revenue. If we don't have a waiver in place, a contract that is \$25,000 and over needs to have an audit. The waiver is good for a four year period. With the waiver in place, only contracts \$75,000 or more are required to do an audit.

8. Approval to Employ Full Time ADRC Social Worker

Ms. Gauger had previously requested and was approval to hire a half-time Social Worker. Rebecca Johnson was hired and started her employment with Trempealeau County on Thursday, May 2. Due to the increased work load, Ms. Gauger is requesting approval to change the half time position to full time. **Motion** by Mr. Reichwein to make this a full time position; **seconded** by Ms. Blaha. **Motion carried.** This request will go to Personnel Bargaining, Exec Finance and the full Board for approval.

9. ADRC/Senior Services Supervisor Report

Ms. Gauger distributed a spreadsheet tracking the number of calls coming into the ADRC as well as where they were from. Mental Health calls to the ADRC have increased about 50 percent from 2011 to 2012. One third of the Home Delivered meals are participants from WWC. We received a complimentary letter from GWAAR regarding our yearly self-assessment of our Three Year Plan. A consolidation committee has been set up for ADRC & Senior Services. A representative from GWAAR will be speaking to them. Also, we will be surveying counties that have actually done this.

10. **Approval to Purchase Two Samsung Galaxy Tablets**
In keeping up with technology, Mr. McIntyre is asking for approval to purchase two 10” Samsung Galaxy Tablets for use in the Children’s Long Term Support Waiver Program. IT will purchase at discount rates. **Motion** by Mr. Engeliem to approve purchase of the two Samsung Galaxy Tablets; **seconded** by Mr. Vold. **Motion carried.**
11. **Approval to Attend WCHSA Conference**
Since Mr. McIntyre is leaving his position at Human Services he thought it was necessary to ask permission to attend the WCHSA Conference. **Motion** by Mr. Vold to approve his attending the conference; **seconded** by Mr. Reichwein. **Motion carried.**
12. **2012 Budget Update**
Mr. McIntyre stated that 98 percent of revenue is in. We are \$160,000 under budget and will be deposited in our non-lapsing fund account.
13. **Western Region for Economic Assistance Update**
The Consortium is doing well. We are possibly looking at adding four new staff to handle calls. 2013 budget is looking at projected \$70,599.00 in excess.
14. **Approval to Hire Human Services Director**
Ms. Kabus informed the Board that she had received a letter from Mr. McIntyre stating his intention to retire effective June 3. The job description has been updated. **Motion** by Mr. Reichwein to start recruitment for a new Human Services Director; **seconded** by Ms. Blaha. **Motion carried.**
15. **Discussion to Appoint Interim Director**
It was suggested by Jami Kabus, Human Resources Director, that we wait until next month’s meeting to see how many applicants we have and can make a decision then.
16. **Closed Session per Wis. Stats. 19.85 (1)(c) to Consider Employment, Promotion, Compensation or Evaluation of a Public Employee**
Not needed at this time
17. **Reconvene to Open Session**
18. **Any Action Deemed Necessary from Closed Session**
19. **Review Voucher Summaries**
 - a. **Human Services - \$153,119.71**
 - b. **Senior Services \$ 48,578.31**

Motion by Mr. Reichwein to accept the voucher summaries; **seconded** by Mr. Engeliem.. **Motion carried.**
14. **Next Meeting** will be Monday, June 3, 2013
15. **Adjourn at 5:05 pm**

Respectfully submitted,

Rob Reichwein
Secretary