

Trempealeau County Human Services Board Meeting

Meeting called to order by Curtis Skoyen at 3:33 p.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, January 4, 2016.

Board Members Present: Richard Frey, Wade Britzius, Jeanne Nutter, Dora Jean Blaha, Curtis Skoyen, Diane Schroder, Karen Sepich

Staff Present: Deb Suchla, Rian Radtke, Pat Malone, Mary Manka

Notice was posted according to open meeting law requirements.

Adoption of Agenda – Motion by Mr. Frey to adopt the presented agenda but adding Reconvene to Open Session and Any Action Deemed Necessary from Closed Session added; **seconded** by Mr. Britzius. **Motion carried.**

Minutes of Prior Human Services Board Meeting – Motion by Mr. Frey to accept the minutes from the December 7, 2015 meeting; **seconded** by Ms. Sepich. **Motion carried.**

Public Comments – None

6. Review and Approve Resolution for Commission on Aging Ordinance Revision

A Resolution for Commission on Aging Ordinance Revision was distributed and discussed. This project has been worked on for many years to get the county ordinances in order and in one location. Still in the process of cleaning up all ordinances but are getting closer to finishing. Mr. Radtke has incorporated a couple of amendments, cross checked it with statutes to make sure what we are doing is correct, replaced the 1979 ordinance and two amendments that are required by Statute and roles of powers and duties in Section 6. It is now updated, cleaned up and can send to County Board to replace the existing ordinance and will be incorporated to the new book. **Motion** by Mr. Britzius to approve resolution yet to be written and then send to the County Board to be in the new code book and completed by the end of February. Will go to the full County Board to approve in March; **seconded** by Ms. Nutter. **Motion carried.**

7. WHEAP Administrative Review Report

Ms. Suchla noted that we had an Administrative Review for WHEAP. Crisis is handled by Western Dairyland EOC, Inc. out of Independence. They reviewed files here. A new plan for quality assurance was completed by Ms. Suchla. Biggest concern is that our numbers are down, not only here, but in the whole state. Need to serve more people. Ideas are being tossed around on how we can capture more people applying. Overall the review was pretty good.

8. Appoint Senior Nutrition Budget Options Committee

There has been an increase in Home Delivered Nutrition Program costs. We are in need of sustainable options as to how to solve this issue. A committee is being formed to come up with a plan. Along with members Deb Suchla, Kathy Gauger and Carol Anderson would like to have two Human Services Board members to serve on this committee. Volunteers were Jeanne Nutter and Richard Frey. First meeting will be in February. Staff will find two to three meal participants to serve on committee as well.

9. Review Priority 6 Strategic Plan

There is a retreat for Strategic Planning on the 28th of January, 6:00 p.m. in Centerville. Meetings in the day and one in the evening is planned. The lead committee includes two citizens, County Board members and staff. Handout was distributed of Priority 6 of the Human Services Strategic Plan: How can we tell our story to build community support and proactive awareness/resources. Discussion followed. Ms. Nutter suggested starting with Strategy 2 and redoing our logo.

10. Approve Request to Carry Forward Vacation

Ms. Suchla is requesting that a senior staff person be able to carryover three days of vacation that would be used by the end of February. At the request of the Director, she gave up days she had planned to be off to come in. Motion made by Ms. Sepich to allow this employee to carryover three days to be used by the end of February of 2016; seconded by Mr. Britzius. Motion carried with two no votes (Ms. Nutter & Mr. Frey). This will need to go to Personnel Committee.

11. Staffing Update

Melissa Jenneman, Supervisor of Family & Children's Unit, is leaving to take another position that is closer to home. Ms. Suchla is asking for permission to continue to pay her for work she is assisting us with during the transition. Her input would be very beneficial to help assist the interim supervisor. **Motion** made by Mr. Britzius to pay Melissa on an hourly rate on a needed basis with no benefits; **seconded** by Ms. Blaha. **Motion carried.**

12. Financial Report

Ms. Suchla distributed a financial report handout through November 2015. Discussion followed. We are still dealing with youth in high cost facilities. We are working extremely hard to find another placement. We are still looking at having a reserve of \$60,000 to purchase new vehicles.

13. Closed Session per WI Stat. 19.85(1)(c) to Consider Employment Promotion, Compensation or Performance Evaluation Data for Positions in the Human Services Department

Motion was made to go into closed session by Mr. Frey; **seconded** by Ms. Nutter. **Motion carried.**

Motion to adjourn Closed Session and Reconvene to Open Session by Mr. Frey; **seconded** by Ms. Nutter. **Motion carried.**

Motion by Mr. Frey to recommend an Administrative Pay Adjustment for Interim CFS Supervisor and for the Financial Manager to the Personnel Bargaining Committee and to recommend a grade reclassification for the Children and Families, Behavioral Health and ADRC/Long Term Care unit Supervisors from grade 7 to grade 6 to the Personnel Bargaining Committee. Also approve employee leave of absence request; **seconded** by Ms. Nutter. **Motion carried.**

- 14.** Meeting adjourned at 5:15 p.m. Next meeting will be Monday, February 1 at 3:30 p.m. Also set July meeting for Tuesday, July 5 at 3:30 p.m. with the Public Hearing at 3:00 p.m.

Respectfully Submitted,

Rob Reichwein
Secretary