

## Trempealeau County Human Services Board Meeting

Meeting called to order by Michelle Haines at 5:00 p.m. in the Packer Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, January 3, 2011.

**Board Members Present:** Hensel Vold, Rob Reichwein, Rod Severson, Michelle Haines

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

Notice was posted according to open meeting law requirements.

**Adoption of Agenda – Motion** by Mr. Vold to adopt the presented agenda but to move item no. 15 in front of no. 6 and item no. 18 in front of 17; **seconded** by Mr. Reichwein. **Motion carried.**

**Minutes of Prior Health & Human Services Board Meeting – Motion** by Mr. Vold to accept the minutes from the December 6, 2010 meeting; **seconded** by Mr. Reichwein. **Motion carried.**

**Public Comments – None**

### 6. Restitution Policy

Mr. McIntyre stated that if a child is found guilty in juvenile court, the Judge will order restitution. Supervision can be up to one year. As soon as we know the amount due, the juvenile is contacted. There are times when it has taken a long time to receive the money and in some cases parents have made payments. Mr. McIntyre and Ms. Fredrickson are working on a plan to improve the present policy.

### 7. Social Worker Position

Mr. McIntyre reported that Zac Todd, Social Worker in FCS, has taken a job at the Regional Office in Eau Claire. His last day will be Monday, January 17. Mr. McIntyre would like the Board's approval to hire someone to replace Mr. Todd. **Motion** by Ms. Haines to allow Mr. McIntyre to start the process of rehiring a new Social Worker; **seconded** by Mr. Reichwein. **Motion carried.** Mr. McIntyre will ask for approval from Personnel Committee as well as Exec. Finance. If approved, there is a possibility that we could use the same applicants from the last round of interviews and still be within the timeframe.

### 8. Vehicle Non-Lapsing Fund

Mr. McIntyre commented that Land Management as well as the Sheriff's Department has fairly new vehicles. What we have are very old vehicles. Mr. McIntyre would like to propose developing a vehicle non-lapsing fund for Human Services with the idea to purchase three vehicles some time during 2011 or at the end of 2011. Suggesting that we fund these vehicles by excess left over monies from 2010 budget, propose pulling some

of the money in our undesignated fund balance and any left over monies of any budget year put into this fund. We will need full County Board approval. **Motion** by Mr. Reichwein to set up a vehicle non-lapsing fund and move forward to Exec. Finance; **seconded** by Mr. Vold. **Motion carried.**

**9. Visa/Debit Cards**

Mr. McIntyre stated that Human Services closed out our last checking account which was our restitution account. At one time there were 8 or 10 accounts outside of the courthouse. This account had been used to reimburse staff when they were out on visits with children and needed to purchase lunch for the children. We would then reimburse the staff person. Mr. McIntyre would like to propose purchasing two \$100 Visa debit cards and the remainder of the money be used to purchase gas cards. Staff determines who qualifies for gas cards. **Motion** by Mr. Vold to go with the debit cards as well as the gas cards; **seconded** by Ms. Haines. **Motion carried.**

**10. Outpatient Policy**

Mr. McIntyre, along with Dee Ann Anderson, is working on an Outpatient and Medication policy. We have been operating on money we get from State and levy dollars. They are hoping to have it ready for the February meeting.

**11. Medication Policy**

Covered in #10 Outpatient Policy

**12. Restitution Trust Account Funds**

Mr. McIntyre covered in #6 Restitution Policy

**13. Non-Budgeted Cremation Expense**

The County Coroner, Bonnie Kindschy, had contacted Mr. McIntyre regarding payment for burial of person who didn't have any money or any relatives. Money was taken out of Emergency Direct Services fund. Mr. McIntyre was taking this issue to Exec. Finance on Monday to give him direction should this happen again. Ms. Kindschy would be in attendance.

**14. CAP Team Appointment**

Mr. McIntyre stated that he was looking for Board members to become involved in Community Action Programs (CAP). He had hoped Mr. Geske would get involved. The group meets four times a year with Legislature. Wednesday, January 19 will be the first meeting. Mr. McIntyre will be meeting with Kathleen Vinehout next Friday in the courthouse.

**15. LTC Council & Senior Services Advisory Council**

Ms. Gauger made a request for recommendations for Long Term Care Council and Senior Services Advisory Council members. She presently needs two members for the Long Term Care Council who represent people who are developmentally disabled. They can be parents or guardians. She also has three openings in the Senior Services Advisory Council. Members need to be 60 or over. There are openings for representation from Ettrick and Eleva.

**16. Human Services Board Meeting Times**

Mr. McIntyre was asked by a Board member to see if it was possible to consider starting the meetings earlier. After some discussion, it was decided to change from 5:00 p.m. to 4:00 p.m. for several months to see how it worked.

**17. Closed Session Per Wis. Stats. 19.85 (1)(c) to Consider Employment, Promotion, Compensation, or Performance Evaluation of a Public Employee**

**18. Review Voucher Summaries – Human Services 2010**

- a. **Human Services – \$237,945.39**
- b. **Senior Services - \$18,199.12**

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

**19. Director's Report**

Nothing to report

**20. Next Meeting**

The next meeting will be Monday, February 7, 2011.

**21. Motion** to adjourn by Mr. Reichwein at 6:09 p.m.; **seconded** by Mr. Vold. **Motion carried.**

Respectfully submitted,

Rob Reichwein  
Secretary