

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES
Meeting of January 19th, 2012
Community Services Center, Sparta, Wisconsin

BOARD PRESENT:

Carol Las, Chairperson
Craig Buswell, Vice Chairperson
Richard Yarrington, Secretary
James Rice
James Shilling

STAFF PRESENT:

Gene Phillips, Director
Linda Lazer, Business Administrator
Ron Hamilton, Social Work Suprv.
Sue Rettler, Clinical Administrator
Cathy Abbott, Admin. Services Coord.

BOARD ABSENT:

Ellen Graham Knight
Daniel Olson
Susanne Peck (Excused)
Robert Retzlaff (Excused)

Call to Order: Chairperson Carol Las called the meeting to order at 8: 41 a.m.

Recognitions: Ron Hamilton, Social Work Supervisor for the Children's and Family Services unit, was recognized at this meeting for ten years employment with the agency.

Approval of Open Meeting Minutes for December 15th, 2011: Following brief review, A MOTION MADE BY RICHARD YARRINGTON, SECONDED BY CRAIG BUSWELL, CARRIED WITH ALL IN FAVOR to approve the minutes from the open meeting from December 15th, 2011 as printed.

Staff/Director Reports:

Staff Updates: Board members were updated on a new grant that has been received by a consortium of counties including Monroe, La Crosse, Vernon, Jackson, and Clark Counties to provide in-home safety services and reduce the length of foster home stays. The funding is a renewable three-year grant with the first year's award being \$242,000 with La Crosse County taking the lead in managing the fiscal part of the grant.

Another grant that had previously been submitted to assist Monroe County with legal expenses associated with termination of parental rights in child protective services cases has been awarded to our county; however, the amount of the award is yet unknown. More details about this grant will be shared with the Board at a later date.

Ms. Rettler shared that it is anticipated that the Family Care cap will be lifted in the State, which will result in allowing our Aging and Disability Resource Center of Western Wisconsin to provide services to those who are currently on the waiting list. She indicated that approximately 116 individuals from our county are currently awaiting services.

Ms. Lazer indicated that the agency did receive approval for the increase in the amount for contracted agency audits from \$25,000 to \$75,000. In other business, James Rice agreed to serve as the Board member for clerical support interviews next week.

Board Member Reports/Discussion:

Oral Report on Western Wisconsin Cares (WWC) Meeting: James Shilling indicated there have been no meetings or new information to report concerning activities of the Western Wisconsin Cares Board.

Oral Report on Mississippi Valley Health Services Board Meeting: Carol Las and Gene Phillips indicated that there had not been a meeting of the Mississippi Valley Health Services Board recently, so did not have any information to share at this point.

Oral Report on Aging and Disability Resource Center of Western Wisconsin Advisory Committee Meeting: The last meeting of the Aging and Disability Resource Centers of Western Wisconsin Advisory Committee was held December 14th in Monroe County, so there was nothing new to report.

Policy/Operational Items:

County Burials: This item was recommended to continue for further discussion at a later date to allow a few applications to be processed through the State application process and evaluate how this is operating.

Fee Setting Policy: A MOTION MADE BY JAMES SHILLING, SECONDED BY RICHARD YARRINGTON, CARRIED WITH ALL IN FAVOR to approve the fee setting policy as was distributed with no changes made from the 2011 rates.

Personnel Updates:

Economic Support Consortium Update: Mr. Phillips and Ms. Abbott provided specific details to the Board about ongoing activities and procedures that have occurred over the past month concerning the developing Western Region Economic Assistance (WREA) Consortium.

Human Services Director's Resignation: The Board acknowledged Mr. Phillips' resignation from his position as Director of Human Services effective in later February. Personnel Director, Ken Kittleson was present to inform the Board of the anticipated procedures that would take place in recruiting a replacement. The County Administrator, Cathy Schmidt, did send word that she anticipates appointing an interim director while the recruitment takes place.

Fiscal Reports:

Departmental Fiscal Status Reports: Gene Phillips and Linda Lazer reviewed the profit and loss statement, detailed expenditures, and cash flow reports for November, which indicated \$15,967 underbudget or .2% of the overall budget.

Review and Approval of Payment of Agency's Monthly Vouchers: Board members reviewed a listing of vouchers followed by A MOTION MADE BY RICHARD YARRINGTON, SECONDED BY JAMES SHILLING, CARRIED WITH ALL IN FAVOR to approve the listing of vouchers in the December 2011 Human Services account ledgers.

2012 Adjusted Budget: Following presentation and review of the adjusted budget that reflected final revenue amounts being received from the State for 2012, A MOTION MADE BY RICHARD YARRINGTON, SECONDED BY CRAIG BUSWELL, CARRIED WITH ALL IN FAVOR to approve the 2012 budget adjustments and forward the revised budget to the Finance Committee for their review and approval and then onto the full County Board for their action.

Other Reports (Service Contracts, Unanticipated Revenue Etc.): Ms. Lazer announced that the contract with the Credit Bureau had successfully been renegotiated downward to reflect a savings of \$40,000. No other reports were presented.

Review of Long-Term Support/Citizens' Advisory Committee Meeting Minutes for October 27, 2011: Minutes from the October 27th, 2011 Long-Term Support and Citizens' Advisory Committee meeting were presented for Board members' information.

Date of Next Meeting/Agenda Topics/Location: The next regular monthly meeting is scheduled for Thursday, February 16th at 8:30 a.m. The meeting will be held at the Community Services Center in Sparta. Items for inclusion on the next regular agenda were recognition of foster parents, reports on associated Boards/Committees, an update on the Economic Support Consortium, policies and resolutions for review, personnel updates, the status of the 2011 budget, and any other updates on pending issues. The full County Board will be invited to participate in the recognition of foster parents who received a State award for being outstanding adoptive parents.

Adjournment (approximately 11:30 p.m.): With no further topics for discussion at this meeting, A MOTION MADE BY JAMES SHILLING, SECONDED BY JAMES RICE, CARRIED WITH ALL IN FAVOR. The meeting adjourned at 10:42 a.m.

Respectfully submitted:



Cathy L. Abbott
Administrative Services Coordinator

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