

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES
Meeting of February 16th, 2012
Community Services Center, Sparta, Wisconsin

BOARD PRESENT:

Carol Las, Chairperson
Craig Buswell, Vice Chairperson
Richard Yarrington, Secretary
Ellen Graham Knight
Susanne Peck
Robert Retzlaff
James Rice

BOARD ABSENT:

Daniel Olson
James Shilling (Excused)

STAFF PRESENT:

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

GUEST:

Jenny Schultz, MCDHS Social Worker

Call to Order: Chairperson Carol Las called the meeting to order at 8: 37 a.m.

Recognitions: Jenny Schultz, Social Worker in the Children's and Family Services unit, was recognized at this meeting for five years employment with the agency.

Approval of Open Meeting Minutes for January 19th, 2012: Following brief review, A MOTION MADE BY CRAIG BUSWELL, SECONDED BY RICHARD YARRINGTON, CARRIED WITH ALL IN FAVOR to approve the minutes from the open meeting from January 19th, 2012 as printed.

Staff/Director Reports:

Staff Updates: Board members were updated regarding Linda Lazer being appointed as interim director effective upon Gene Phillips resignation on February 17th. Applications will close on February 24th with interviews to follow shortly thereafter. Mr. Phillips also provided Board members with a status update regarding the Western Region Economic Assistance (WREA) Consortium,

Board Member Reports/Discussion:

Oral Report on Western Wisconsin Cares (WWC) Meeting: No update was available at this meeting concerning activities of the Western Wisconsin Cares Board, except that the Family Care cap is anticipated to be lifted very soon. When this occurs, it is expected that the workload will drastically increase for the WWC staff, as well as the Aging and Disability Resource Center staff working on referrals to WWC.

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. This line item came in underbudget for 2011 and it was reported that only eight clients currently are residing in Lakeview.

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. The anticipated lifting of the Family Care cap and resulting increase in workload was discussed by Ms. Rettler.

Policy/Operational Items: No new policies or operational items were presented for discussion or action.

Personnel Updates:

Vacancy Updates: Mr. Phillips announced there has been a resignation of one of the Economic Support Specialists and the recruitment process has begun as prescribed with concurrence of the County Administrator and Personnel Director. A Board member will need to participate on the Interview Committee sometime late February or early March.

Mr. Phillips did recognize that the clerical staff had been cut back over the past year and a half to a critical level and could not have made it through without the services of a volunteer that offers a considerable amount of time to the agency. Board members suggested that a special recognition be held for this individual to extend appreciation for the work that she has provided to the agency.

Fiscal Reports:

Departmental Fiscal Status Reports: Linda Lazer indicated there was no formal reports at this time of year, but shared that the agency is skimming along very close to the budget. However, some additional funding received to offset clients that were in Winnebago Mental Health Institute and some Youth Aids Emergency funding that was recently received will help the bottom line for 2011.

The meeting was suspended at this point to recognize Kay and Eugene Steinhoff, Monroe County foster parents who received the Governor's award for being Outstanding Adoptive Parents for 2011. A small reception was held in their honor beginning at 9:30 a.m. and the meeting resumed following this time.

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

Other Reports (Service Contracts, Unanticipated Revenue Etc.): No reports were presented for discussion.

Date of Next Meeting/Agenda Topics/Location: The next regular monthly meeting is scheduled for Thursday, March 15th 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 reports on associated Boards/Committees, policies and resolutions for review, personnel updates, the status of the 2011 budget, and any other updates on pending issues.

Adjournment (approximately 11:00 a.m.): With no further topics for discussion at this meeting, A MOTION MADE BY JAMES RICE, SECONDED BY RICHARD YARRINGTON, CARRIED WITH ALL IN FAVOR. The meeting adjourned at 10:52 a.m.

Respectfully submitted:



Cathy L. Abbott

Administrative Services Coordinator

/cla