

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

BOARD PRESENT:

Carol Las, Chairperson
Craig Buswell, Vice Chairperson
Christopher King, Secretary
Susanne Peck
David Pierce
Robert Retzlaff
James Rice
James Shilling

STAFF PRESENT:

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

Call to Order: Chairperson Carol Las called the meeting to order at 8:40 a.m.

Employee Recognition: Ms. Lazer announced that Joanne Bennett would be recognized at the September meeting for 35 years of employment at this agency. She also provided Board members with details about Ms. Bennett's job functions.

Approval of Open Meeting Minutes for July 19th, 2012: Following brief review, A MOTION WAS MADE BY DAVID PIERCE, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the minutes from the open meeting from July 19th, 2012 as printed.

Human Services Board Orientation: Ms. Lazer deferred this agenda item to the discussion planned during the budget portion of this meeting.

Staff/Director Oral Reports:

Director's Update: Ms. Lazer shared with Board members about the recent hiring of a limited-term employee through the Western Region for Economic Assistance. This person will be housed in Monroe County and will assist with processing child care applications, as well as filling in for vacations and staff turnover. She also updated the Board about some building changes, i.e., Monday evening appointments are now located in Building B and appear to be running smoothly; due to the reduction of maintenance staff, the lock-up procedures for our building have been transferred to our clerical staff, with the building being secured by 5 p.m.; and a fresh painting completed by staff and rearranging of workstations in the second floor clerical area.

Aging and Disability Resource Center and Behavioral Health Units: Sue Rettler updated the Board about the completion of the Aging and Disability Resource Center's process improvement workgroups that resulted in updates of the enrollment checklist, forms packets, central enrollment, and quick find resources online. She also informed them about an upcoming Behavioral Health program certification review on the emergency response and crisis services, mental health and alcohol and drug outpatient program, and the Community Support Program. In preparation of this review, client satisfaction surveys are being sent to random recipients of

service. Ms. Rettler shared that three crisis trainings will be held later this year in conjunction with Mayo Health Care and Gundersen Lutheran staff in an effort to bill in the future for all crisis contacts. In addition, she informed the Board about the award of a three-year collaborative grant with La Crosse, Jackson, and Monroe Counties intended to enhance mental health and substance abuse services.

Children and Family Services Unit: Ron Hamilton explained the five-county In-Home Safety Consortium including La Crosse, Monroe, Vernon, Jackson, and Clark Counties has received a two-year grant to provide services to reduce potential out-of-home placements by utilizing safety checks, respite care, day care assistance, and parent coaching. He also announced that the Permanency Roundtable meetings have been scheduled beginning in late September through 2013. Out-of-home placements will be reviewed during these meetings to determine methods for achieving permanence for the children.

Western Region for Economic Assistance Consortium: Ms. Lazer provided Board members with updated information concerning the Western Region for Economic Assistance Consortium (WREA.) She indicated that the resolution on the significant reduction of the funding for WREA that was approved by the Monroe County Board assisted the Wisconsin County Human Services Association (WCHSA) in their discussions with State officials. More news is anticipated in the near future about the outcome of this effort.

Board Member Reports/Discussion:

Oral Report on Aging and Disability Resource Center of Western Wisconsin Advisory Committee Meeting: The Aging and Disability Resource Centers of Western Wisconsin Advisory Committee met last on June 26th in Jackson County. James Rice reported highlights of that meeting in July. The next meeting is scheduled for October.

Oral Report on Mississippi Valley Health Services Board Meeting: Carol Las indicated the Mississippi Valley Health Services Board met on August 15th. She and Ms. Lazer were in attendance and updated the Board about current activities including a discussion about necessary renovations to the structure and a rate increase for the upcoming year. Ms. Rettler was acknowledged for her work in reducing the resident count over the past few months to the current number of seven.

Oral Report on Western Wisconsin Cares (WWC) Meeting: James Shilling reported on the details discussed at the July 24th meeting of the Western Wisconsin Cares Board, including the additional referrals due to lifting the state-wide cap, number of clients being served, additional space for the La Crosse office, the potential for a third party processor, and the planning process for the 2013-2014 budget cycle.

Policy/Operational Items:

Resolution on Concealed Weapons Signage: Ms. Las and Mr. Shilling initiated the discussion about the status of the resolution on concealed weapons that did not receive County Board

support. Varying opinions were shared about the wording of the resolution and whether signage was actually necessary or recommended. Following considerable discussion, A MOTION WAS MADE BY ROBERT RETZLAFF, SECONDED BY CHRISTOPHER KING, AND CARRIED BY MAJORITY VOTE WITH CAROL LAS AND SUSANNE PECK OPPOSED to refer the resolution on concealed weapons initially to the Public Safety and Justice Committee and then to the Property and Purchasing Committee for them to determine the type of action that should be taken. This topic should then be placed on the September Human Service Board meeting for further discussion and possible action.

A brief break was taken at 9:55 a.m. to proceed with the annual public budget meeting that began at 10:12 a.m. The regular meeting resumed at 10:50 a.m. to finalize the remaining agenda items.

Fiscal Reports:

Monthly Financial Reports: Trish Lembitz presented the profit loss and cash flow reports, which indicated the agency's budget through June 2012 was running at a deficit of (-\$81,084 or -2.3% of the budget.) A detailed list of expenditures was also provided and Ms. Lembitz referenced areas that were over the budgeted amounts and line items where revenues were a little under anticipated levels.

Review and Approval of Payment of Agency's Monthly Vouchers: Following the Board members' review of last month's vouchers, A MOTION WAS MADE BY ROBERT RETZLAFF, SECONDED BY DAVID PIERCE, AND CARRIED WITH ALL IN FAVOR to approve payment of the monthly vouchers for July.

Date of Next Meeting/Agenda Topics/Location: The next regular monthly meeting is scheduled for Thursday, September 20th at 8:30 a.m. and will be held at the Community Services Center in Sparta. Mr. Retzlaff requested a topic be placed on the September Board agenda, i.e., the future of the Health and Human Services Building including security and maintenance of the building over a five-year period. He suggested that Garry Spohn, the Building Manager, be invited to attend this meeting.

Adjournment (approximately 9:45 a.m.): With no further topics for discussion, this meeting adjourned after A MOTION WAS MADE BY ROBERT RETZLAFF, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR. The meeting adjourned at 10:56 a.m.

Respectfully submitted:



Cathy L. Abbott

Administrative Services Coordinator