

**Monroe County Department of Human Services
Meeting of March 19th, 2015
Community Services Center, Sparta, Wisconsin**

BOARD PRESENT:

David Pierce, Chairperson
Craig Buswell, Vice-Chairperson
Christopher King, Secretary
Wade Blackdeer
Susanne Peck
James Rice
James Shilling
Cyndi Wise

STAFF PRESENT:

Tracy Thorsen, Clinical Administrator
Daina Dobbs, Social Work Supervisor
Susan Rettler, ADRC Supervisor
Diane Erickson, Business Administrator
Cathy Abbott, Admin. Services Coord.

BOARD ABSENT:

Daniel Olson

Call to Order: Chairperson David Pierce called the meeting to order at 8:31 a.m.

Approval of Open Meeting Minutes for February 19th, 2015 – Discussion/Action: Following brief review, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY JAMES RICE, AND CARRIED WITH ALL IN FAVOR to approve the open meeting minutes from February 19th, 2015 as presented.

Public Comment Period: No one appeared at this time.

Resolution Supporting Grant Application through Couleecap for Supplemental Security Income/Social Security Disability Income Outreach, Access, and Recovery Program –

Discussion/Action: Sue Rettler presented a resolution for Board review and potential action concerning a grant application that is being proposed by Couleecap to provide a housing program that would serve up to 30 county individuals with mental health diagnosis, who are either homeless or at-risk of being homeless. This grant application requires County Board support to move forward. Following questions being addressed, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL PRESENT IN FAVOR to support the resolution as presented and move it forward to the full County Board meeting the following week.

Director/Staff Oral Reports/Discussions:

Behavioral Health Unit including WRIC Collaboration: Tracy Thorsen reported on anticipated training on the electronic medical record software that is anticipated to be implemented soon through the Western Region for Integrated Care (WRIC) Collaborative. She also updated Board members about the status of Medical Assistance approval for the regional outpatient behavioral health clinic billing, as well as a grant received to provide a five-day Crisis Intervention Team training with law enforcement personnel county-wide.

Aging and Disability Resource Center Update: Ms. Rettler shared information about changes that are currently being anticipated for the Aging and Disability Resource Center, along with Family Care providers, as a result of the proposed Governor's budget. She noted that listening

sessions are occurring; however, it has been difficult to attend due to limited space provided at the various locations. She also noted that more details about the impacts of the budget proposal will be forthcoming over the next two months.

Children and Family Services Unit Update: Ms. Dobbs shared that the Child Abuse Prevention Proclamation signing is planned for April 1st. She also shared statistics about the number of child abuse reports received in 2014 as compared to the previous year, noting that a change in the safety standards during that period, along with staff turnover, resulted in a higher volume of cases screened in for assessments and more staff time involved in conducting investigations. Ms. Dobbs also commented on the number of youth currently placed in foster care and alternate living arrangements.

Board Member Oral Reports/Discussions:

Aging and Disability Resource Center Advisory Committee: Board member James Rice reported that the next meeting for the Aging and Disability Resource Center Advisory Committee is set for March 24th, and he will plan to provide an update at the April Board meeting.

Mississippi Valley Health Services Board: Mr. Pierce shared that the Mississippi Valley Health Services Board met on the previous day, March 18th, and discussed some of the details concerning the \$17.7 million campus replacement project. He noted also that the room rate for 2016 would be increasing to \$100.

Western Wisconsin Cares Board: Board member James Shilling reported that the Western Wisconsin Cares Board did not meet the previous month and their next meeting is set for March 24th. He also commented on the impacts that are being anticipated from the proposed Governor's budget and highlighted some of the concerns that are already being expressed due to changes that will result if the budget goes forward as proposed. Considerable concern is being expressed about absorbing consumers if current programs end up being eliminated as a result of budget cuts and system changes.

Policies/Operational Items: Policy Review – Discussion/Action:

Handling Client Funds Policy (Review): Following a brief description from Diane Erickson about this policy, A MOTION WAS MADE BY JAMES RICE, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to approve the Handling Client Funds Policy as presented with the amendments.

Petty Cash Policy (Review): Second, the Petty Cash Policy was presented for Board members' review, followed by A MOTION BEING MADE BY CYNDI WISE, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to approve the Petty Cash Policy without any changes made.

Staffing Update - Discussion: Cathy Abbott shared that the Economic Support Supervisor, Kara Jenkins, had resigned effective March 17th and noted that Mr. Hamilton would be discussing options for recruitment with the Western Region for Economic Assistance (WREA)

management and other Consortium County Directors. She also noted that a retirement of one of the clerical staff is pending on April 30th, with subsequent recruitment anticipated.

Fiscal Reports:

2015 Budget Booklet – Discussion: Ms. Erickson presented a bound booklet and reviewed the various sections of the 2015 budget noting specific revenue categories and expenditure line items. She also highlighted the amount of revenue generated under Agency Management, Staff, and Operations (AMSO) Indirect Cost that result from specific programs such as the Aging and Disability Resource Center and the Economic Support Programs. Ms. Erickson also shared details about the monthly average number of cases processed and the percentage of work provided by Monroe County’s Economic Support staff as compared to other counties within the Consortium.

2015 Purchase of Services Amended Contracts – Discussion/Action: Ms. Erickson noted that due to additional funding received under the Home Energy Assistance Program (WHEAP), the Purchase of Services Contract with Flock’s Guardians would require an amendment to reflect the change in contract dollars. Following brief review, A MOTION WAS MADE BY CHRISTOPHER KING, SECONDED BY CRAIG BUSWELL, AND CARRIED WITH ALL IN FAVOR to approve the amended contract with Flock’s Guardians.

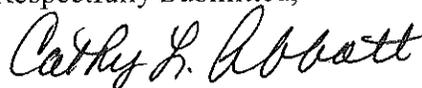
Monthly Financial Report - Discussion: Diane Erickson updated Board members that the year-end budget for 2014 continues to appear that there will be about \$300,000 returned to the County’s General Fund; however, she noted that this figure will not be final until after year-end reconciliations with State programs and the County’s audit have been completed.

Payment of Agency's Monthly Vouchers – Discussion/Action: Following individual review by Board members, A MOTION WAS MADE BY CYNDI WISE, SECONDED BY JAMES SHILLING, AND CARRIED WITH ALL IN FAVOR to approve the monthly vouchers for February.

Date of Next Meeting: April 16th, 2015: The next regular monthly meeting is planned for Thursday, April 16th at 8:30 a.m. and will be held in room 443-444 at the Community Services Center, Building A, in Sparta. Discussion and potential action about policies and fiscal items were identified for next month’s agenda, as well as the staff and Board member oral reports and discussions.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY JAMES RICE, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 9:35 a.m.

Respectfully Submitted,



Cathy L. Abbott
Administrative Services Coordinator