

**Monroe County Department of Human Services
Meeting of April 16th, 2015
Community Services Center, Sparta, Wisconsin**

BOARD PRESENT:

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

BOARD ABSENT:

Christopher King, Secretary
Daniel Olson

STAFF PRESENT:

Ron Hamilton, Director
Tracy Thorsen, Clinical Administrator
Daina Dobbs, Social Work Supervisor
Diane Erickson, Business Administrator
Cathy Abbott, Admin. Services Coord.

GUEST:

Laura Mahan Schmitz, Foster Care Coord.

Call to Order: Chairperson David Pierce called the meeting to order at 8:35a.m.

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

Public Comment Period: No one appeared at this time.

Presentation on Foster Care Program – Laura Mahan Schmitz, Foster Care Coordinator:
Laura Mahan Schmitz, the Foster Care Coordinator from the Children and Family Services Unit, was present to provide Board members with information about Monroe County's foster care program. She shared details about continual recruitment efforts, requirements for obtaining and maintaining licensure, training and support efforts offered to foster parents, as well as the numbers of youth currently in care, and the types of situations encountered by social workers in needing to place children in foster care. She noted that May is Foster Care Appreciation Month and recognized the strong commitment that our foster parents have in working with our youth.

Director/Staff Oral Reports/Discussions:

Director Update including WREA Consortium: Ron Hamilton noted that he is just returning part-time from his recent medical leave and is planning to work full-time again within the next two weeks.

Mr. Hamilton shared the internal staff changes in the Economic Support unit with one staff transferring to the Clerical Support unit, and the resignation of the shared Supervisor in March. He explained that the Western Region for Economic Assistance (WREA) Consortium has

decided that Monroe County should move forward with developing a position for the Supervisor position that will also provide supervision part-time for Jackson County's Economic Support staff. Mr. Hamilton noted that he would be developing the New Position Analysis and would be including this on the May Human Services Board agenda for further discussion and action prior to presenting it to the Personnel and Finance Committees and full County Board for their respective review and action.

Behavioral Health Unit including WRIC Collaboration: Tracy Thorsen shared new activities happening with the Western Region for Integrated Care (WRIC) Collaborative, including the fact that Community Support Program (CSP) and Comprehensive Community Services (CCS) Programs are operating very well. New admissions to the CCS Program have reached the point where it will be prudent to begin recruitment for the next vacant Social Work position that was created at the beginning of this year to allow for people to be removed from the waiting list. Ms. Thorsen also noted that the Supported Employment Program provided through the Family and Children's Center underwent a State Fidelity Review recently, receiving a 1st place rating and was recognized for providing an excellent level of service.

Ms. Thorsen also noted that there have been some set-backs in the time line for moving toward the electronic health record through the new Avatar software with the projected live-date moving back to August. She shared that the Behavioral Health Clinics are currently awaiting the State's approval to move forward with a regional clinic and it is anticipated that it will be early next year before they are ready to approve that option. Board members were also informed that due to the State's delay in allowing this to move forward, they have approved an extension of another year under the pilot program to accomplish all aspects of the regionalization process. The Western Region for Integrated Care (WRIC) has plans to also work on regionalization of the Operating While Intoxicated (OWI), Adult Protective Services (APS), and Children's Long-Term Support Waiver (CLTSW) Programs in future months.

Aging and Disability Resource Center Update: Board members were invited to attend an Open House at the Aging and Disability Resource Center (ADRC) on Thursday, May 28th from 10 a.m. until 2 p.m. They also were informed that there is little news about the inclusion of the ADRC's in the Governor's proposed budget cuts and it is anticipated that more will be known at next month's Board meeting.

Children and Family Services Unit Update: Ms. Dobbs noted that as part of the regionalization of the Children's Long-Term Support Waiver Program, the State has contracted an agency to provide the COMPASS assessment to determine whether a child is eligible for the program. This will allow our agency's Social Worker to have more time to work with more disabled children and their families. Observations from other counties currently using this process have been favorable.

Board Member Oral Reports/Discussions:

Aging and Disability Resource Center Advisory Committee: Board member James Rice reported on the March 24th meeting of the Aging and Disability Resource Center Advisory Committee, where most of the meeting centered on the significant impacts that would be created if the Governor's budget cuts are implemented.

Mississippi Valley Health Services Board: Mr. Hamilton noted that there will be a Director's meeting coming up soon and the groundbreaking for the new Lakeview facility is anticipated in April.

Western Wisconsin Cares Board: Board member James Shilling reported that the Western Wisconsin Cares (WWC) Board meeting of March 24th. He also commented on the anticipated significant financial impacts to their agency if the proposed Governor's budget is passed. He noted that WWC has completed their audit successfully, have opened a small office in Vernon County, and are planning to open one in Jackson County soon. The next WWC meeting is set for April 28th.

Staffing Update - Discussion: In addition to the above mentioned movement of the Economic Support staff person to the Clerical Support unit and the replacement of the Supervisor position, Ron Hamilton updated that a new Economic Support Specialist, Becky Frederick, was hired on May 1st to replace the internal transfer. Also, he noted the resignation of a Social Worker in the Behavioral Health unit on April 24th and his recommendation that the replacement be hired with a special certification/Masters level degree to allow them to provide for the Mental Health Professional designation that is required in the Comprehensive Community Services Program. He is currently discussing this potential with the County Administrator and the Personnel Director.

Fiscal Reports:

2015 Purchase of Services New and Amended Contracts – Discussion/Action: Ms. Erickson noted that a new contract was necessary with Positive Alternatives for placement of a child at their facility. A MOTION WAS MADE BY JAMES SHILLING, SECONDED SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to approve the new contract with Positive Alternatives in the amount of \$57,500.

She further indicated that due to the delay in proceeding with regionalization of the Behavioral Health Clinic, the current contract with Dr. Donald Fischer would require an amendment to reflect the change in contract dollars. A MOTION WAS MADE BY CYNDI WISE, SECONDED BY CRAIG BUSWELL, AND CARRIED WITH ALL IN FAVOR to approve the amended contract with Bozora-Fischer Consulting Services with an increase of \$200,000 for a total contract amount of \$300,000.

Request to Increase Staff Credit Card Limit – Discussion/Action: Diane Erickson requested the Board to authorize an increase in the credit card limit for Jamie Nordin, a Social Worker in the Children and Family Services unit, from \$1,000 to \$2,500. She explained that the purpose for this change is that Ms. Nordin needs to make larger purchases of adaptive aids for children as a part of the Family Support and Long-Term Support Waiver Programs and the current \$1,000 is often exceeded during a specified billing cycle. Following brief discussion, A MOTION WAS MADE BY JAMES RICE, SECONDED BY WADE BLACKDEER, AND CARRIED WITH ALL IN FAVOR to approve the request for an increase in Ms. Nordin's credit card limit to \$2,500 and forward this authorization to the Finance Committee.

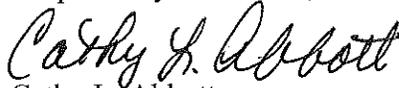
Monthly Financial Report - Discussion: Diane Erickson updated Board members on the revenues and expenditures through February 2015 indicating that the agency is currently \$148,792 (11.4%) under budget. She noted that the county auditors are expected to be in the agency the second week of May to review accounts for this past year, and she will address the issue of the monthly payment of voucher signatures with them while they are here.

Payment of Agency's Monthly Vouchers – Discussion/Action: Following individual review by Board members of the voucher summary, A MOTION WAS MADE BY JAMES RICE, SECONDED BY SUSANNE PECK, AND CARRIED WITH ALL IN FAVOR to approve payment of the monthly vouchers for March as presented in the summary listing.

Date of Next Meeting: May 21st, 2015: The next regular monthly meeting is planned for Thursday, May 21st 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, along with the staff and Board member oral reports and discussions, as well as the New Position Analysis for the Economic Support Supervisor position. Ms. Peck asked to be excused from the May meeting.

Adjournment: With no further topics for discussion in this meeting, A MOTION WAS MADE BY JAMES SHILLING, SECONDED BY WADE BLACKDEER, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting. The meeting was adjourned at 9:48 a.m.

Respectfully Submitted,



Cathy L. Abbott

Administrative Services Coordinator

/cla