

Minutes of Lenglade County Social Service Committee Meeting

Call meeting to order.

The meeting was called to order at the Health Service Center in the board room at 1:30 p.m. on Monday, January 14, 2013 by Richard Hurlbert.

Members present: Richard Hurlbert, Holly Matucheski, Vern Cahak, Pat McKinney-Rice, and Bob Benishek.

Others present: Kim Van Hoof, Patsy Rolo, Carlene Nagel, and Liane Blahnik. Robin Stowe, Wendy Bunster and Darice Hannon attended part of meeting.

The Pledge of Allegiance was recited.

Approval of agenda

Motion by Cahak to approve the agenda as mailed. Motion second by McKinney-Rice. All ayes. Motion carried.

Approve minutes from the previous meeting.

Motion by Cahak to approve the minutes of the previous meeting as mailed. Motion second by Benishek. All ayes. Motion carried.

Communications and Public Comment.

None.

Discuss with possible action the use of a meeting room by Experience Works Program – D. Hannon.

Darice Hannon and Wendy Bunster explained the Experience Works Program to the committee. Experience Works is a program for people age 55 and older, who are unemployed, to help get them back into the workforce. They currently have 8 participants, but would like to go up to 15 participants. Darice reported they were using a meeting room at NTC (North Central Technical College), but will be losing that space due to a remodeling project there. They need a room with telephone and internet access to meet with Experience Works participants. Van Hoof reported that the agency has an empty office they could use. Van Hoof consulted with Corporation Counsel and Experience Works would need to provide a Waiver of Liability and have some type of Insurance. They are requesting to use a room on Tuesday and Thursday from 9:00 am to 3:30 pm. Motion by Matucheski that Darice Hannon from Experience Works is referred to Public Property Committee. Motion second by McKinney-Rice. All ayes. Motion carried.

Review and authorize payment of bills and review the Budget Summary Report, Juvenile Alternative Care Summary Report and approve Monthly Reports for Compensatory Time and Training.

The committee reviewed the monthly bills. Motion by Benishek to authorize payment of the bills and approve the Budget Summary report, the Alternate Care Budget

Summary, compensatory time and training reports. Motion second by Matucheski. All ayes. Motion carried.

Discuss and approve plan to contract for intensive in-home services.

Van Hoof shared a listing of three options for contracting for intensive in-home services in 2013. The first option listed will have a Master Level Therapist who will provide intensive in-home services, similar to those provided by Lutheran Social Services last year. The second option would be for CCS – Community Comprehensive Services provided by North Central Health Care (NCHC) in Marathon County. Currently, NCHC here in Langlade County is working to be certified to provide these services. The last option would provide the parent educator piece. Van Hoof reported the need for the agency is for the Intensive In-Home services, short-term through 2013 until NCHC can get the CCS certification. Van Hoof plans to use money from the Alternative Care Risk Reserve account to pay for this program in 2013. Motion by Benishek to approve funding for Intensive In-Home Services in 2013 with \$42,000 from the Risk Reserve account and to forward to Finance Committee. Motion second by McKinney-Rice. Discussion: Matucheski recommended that the contract has a clause and that contract could be terminated earlier if North Central Health Care got certified to start providing CCS services we could end the intensive in-home contract. All ayes. Motion carried.

Review summary of findings from State's Review.

Van Hoof shared a summary of findings from the State's Review which was held in the agency on August 1 and 2, 2012. The Department of Children and Families, Division of Safety and Permanence maintains established protocol for child welfare case reviews in cases of abuse and neglect that result in child death, serious injury, or egregious incidents. Van Hoof reported she will work with Robert Williams from the Department of Children and Families, to develop to address recommendations to enhance Child Protective Service practice. Training on a "teaming model" will be a priority for staff.

Discuss with possible action Social Work compensation.

Van Hoof shared a proposal to increase Social Worker hours worked per week to 40, up from 35 hours per work-week beginning the week of February 11, 2013 through the end of March. This would be an additional cost of \$5,706.91 and this would come from the Alternative Care Risk Reserve account. Van Hoof reported that beginning April 1, 2013, Social Worker's would be salaried position at 40 hours per work week. This would be an additional cost of \$42,869 and would come from the General Fund. Stowe reported that when we looked at Social Workers becoming salaried positions, we looked at pager pay and comp time being rolled into their salary. Stowe reported they will still be represented by their union. Stowe reported that as an employer, when you have positions whose nature is being on call, or working outside normal work hours, or working outside an office, and they qualify for an exempt status, you want to make those salaried positions. Motion by McKinney-Rice to approve the Social Work Compensation Proposal and forward the first part to

Finance and the second part to Personnel and Finance. Motion second by Benishek. All ayes. Motion carried.

Discuss with possible action replenishment to car repair budget.

Van Hoof reported that one of the agency's vehicles was in need of repair. Only part of the repair was completed due to the cost, but this will almost wipe-out the yearly budget for vehicle repairs. The agency will let this car go to auction, so we are requesting that upon the sale of this car, \$890.15 is returned to the car repair budget. Motion by McKinney-Rice to approve the replenishment of \$890.15 to the car repair budget and to forward to Public Property Committee. Motion second by Cahak. All ayes. Motion carried.

Discuss and approve agency policy #13-01 Paid Time Off.

Van Hoof shared the agency policy on Paid Time Off. Van Hoof will bring this back next month for more discussion and approval.

Agency Updates

Rolo reported the agency has processed 1,001 energy assistance applications since October 1, 2012 and the next available appointment is March 19, 2013.

Van Hoof shared information of the number of Child Protective Services reports during 2012.

Discussion on Letter to Support Access to Mental Health Services.

Van Hoof shared a letter from Wisconsin County Human Service Association to support access to mental health services in the biennial budget. This will be on the next Executive Committee meeting agenda.

Director's Report.

Van Hoof shared a timeline for Human Services redesign from WCHSA (Wisconsin County Human Service Association).

Adjourn.

The next meeting is set for February 11, 2013 at 1:30 pm. Motion by Cahak to adjourn the meeting at 3:25 p.m. Motion second by Benishek. All ayes. Motion carried.

Submitted by,
Liane Blahnik, Administrative Assistant