

## **Minutes of Langelade County Social Service Committee Meeting**

### **Call the meeting to order.**

The meeting was called to order at the Health Service Center in the board room at 10:30 am on Monday, March 10, 2014 by Richard Hurlbert.

The Pledge of Allegiance was recited.

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

Member absent: Bob Benishek. Motion by Matucheski to excuse Bob Benishek. Motion second by Cahak. Four ayes; one absent. Motion carried.

Others present: Scott Jensema, Patsy Rolo, Carlene Nagel, and Liane Blahnik. Deb Howard, Ron Barger, Karen Hegrans, Nicole Klingensmith, Tammy Schreiber, and Josie Wissbroecker attended part of meeting.

### **Approval of the agenda.**

Motion by Cahak to approve agenda as mailed. Motion second by Matucheski. Four ayes; one absent. Motion carried.

### **Approve minutes from the previous meetings.**

Motion by Matucheski to approve the minutes from the previous meetings as mailed. Motion second by Cahak. Four ayes; one absent. Motion carried.

### **Communications and Public Comment.**

#### **a. Introduce new CFS Social Workers.**

Scott Jensema introduced Nicole Klingensmith and Tammy Schreiber to the committee. Nicole started in the agency on Monday, March 10, as a full time Social Worker. Nicole's primary job functions will be Initial Assessment and Intake. Tammy Schreiber accepted the Casual Employee position and will be facilitating the Foster Care program through the end of December 2014. Tammy reported she has over 20 years of experience. Jensema introduced Josie Wissbroecker, who is an intern in the Children and Family Services Section through the Human Services program at North Central Technical College. Josie's internship runs for 144 hours. The committee welcomed the new Social Workers.

### **Approval to increase agency credit card limit for management staff in Social Services.**

Rolo reported the current credit card limit was set at \$250, but many times this is not enough to book rooms for training, or purchase clients supplies. Rolo requested a credit card limit increase up to \$1,000 for Jensema, Blahnik and Rolo. Motion by McKinney-Rice to approve increasing the agency credit card limit up to \$1,000 for Jensema, Rolo and Blahnik. Motion second by Matucheski. Four ayes; one absent. Motion carried.

**Updates on multi-county human services feasibility study.**

Stowe shared a draft resolution that will be presented to the county board. Stowe reported currently the Executive Committee is the only sponsor of this resolution. The same resolution will be presented to Marathon and Lincoln County boards in March. Stowe stated that after this resolution, the first step would be to hire a consultant; the next step would be to appoint representatives to serve on the business plan development, and the final step would be to adopt the business plan. Motion by Matucheski to cosponsor the resolution going to County Board in March. Motion second by McKinney-Rice. Four ayes; one absent. Motion carried.

**Updates on the Children and Family Services Section.**

Jensema gave a section update and reported they had three days of interviews recently. Jensema reported the employee on FMLA is due back March 25, 2014. Jensema reported that Jill Mattek-Nelson attended Juvenile Court Intake training. After the agency receives the results, she may be able to cover pager duties. Nicole Klingensmith started today, and Tammy Schreiber is covering Foster Care until the end of this year. Matucheski requested approval of Per Diems for the three interview days. Motion by McKinney-Rice to approve Per Diem for Matucheski for February 21, February 24, and February 28, 2014. Motion second by Cahak. Four ayes; one absent. Motion carried.

**a. Approve agency policy for new Social Worker training.**

Jensema explained the new policy for Social Worker training. The policy would allow the agency to recoup training costs associated for new social workers who leave employment. The committee discussed that it may be difficult to ask to recoup training costs if the agency is requesting that employee to attend. The committee will hold over to next month.

**Review payment of bills.**

The committee reviewed the bills.

**Review and approve the 2014 Budget Summary Report.**

The committee reviewed the 2014 budget summary report.

**Review Alternative Care Report**

The Alternative Care report was reviewed by the committee.

**Review the Monthly Report for Compensatory Time**

The committee reviewed the monthly report for compensatory time.

**Review the Training Report.**

The training report was reviewed this month. Motion by McKinney-Rice to approve the 2014 budget summary report, the Alternative Care report, the monthly report of compensatory time, and the revised training report. Motion second by Matucheski. Four ayes; one absent. Motion carried.

**Director's Report.**

Held for next month.

**Adjourn.**

The next meeting is set for April 7, 2014 at 10:30 am. Motion by Cahak to adjourn the meeting at 11:50 a.m. Motion second by Matucheski. Four ayes; one absent. Motion carried.

Submitted by,  
Liane Blahnik  
Administrative Assistant