

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 10:35 am on Monday, May 12, 2014 by Richard Hurlbert.

The Pledge of Allegiance was recited.

Members present: Richard Hurlbert, Vern Cahak, Holly Matucheski, Bob Benishek, and Richard Burby.

Others present: Kim Van Hoof, Carlene Nagel, Patsy Rolo, and Liane Blahnik. Scott Jensema, Gary Olsen, and Robin Stowe attended part of meeting.

Approval of agenda.

Motion by Cahak to approve the agenda as mailed. Motion second by Benishek. All ayes. Motion carried.

Approve minutes from previous meetings.

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

Reorganization of Committee Structure.

Motion by Benishek to nominate Matucheski for Vice Chairman and cast a unanimous ballot. All ayes. Motion carried. Motion by Cahak to nominate Benishek for Secretary and cast a unanimous ballot. All ayes. Motion carried.

Communications and Public Comment.

Van Hoof welcomed new committee members and agency staff provided snacks and coffee mugs to welcome the new committee.

Discuss and approve Master Level Social Worker Position – current vacant Social Worker Position.

Van Hoof reported that the Children and Family Services Unit currently has one vacant Social Worker position. Van Hoof would like to convert the vacant on-going case management position into a Master Social Work position which would maximize agency funding and help get needed services to children. This position would serve kids in the Comprehensive Community Services (CCS) and Child Waiver (CW) Programs. The agency would look for a Master level Social Worker who could do some intensive therapy with children who have mental health issues, and who would have the licensing requirements to bill time through Medical Assistance to the CCS and CW Programs. Van Hoof reported there would be an extra cost to this position of around \$7,000. Van Hoof stated that if this position could eliminate one month's placement at a placement facility such as Northwest Passage, it would save the agency money in out-of-home placement costs. Motion by Benishek to approve hiring a Master Level Social

Worker and to forward to Personnel and Executive Committees, and County Board. Motion second by Burby. Discussion: The committee requested a copy of the job description after it has been developed. All ayes. Motion carried.

Board Orientation and agency tour.

Van Hoof presented the committee with a binder of information about Social Services programs, the mission and vision statements for the department and contact information for management staff of the agency. The committee toured the agency.

a. Overview and Updates from Children and Family Services Unit.

Jensemia reported the Children and Family Services Unit currently has four full time Social Workers and one limited term Social Worker who is working on Foster Care Coordination. There is one Social Work Aid and one Access Worker. Jensemia reported the one vacant position was discussed earlier. The Access worker also certifies day care providers.

b. Overview and Updates from Economic Support Unit.

Rolo reported the agency has five Economic Support Workers who determine eligibility for the Income Maintenance Programs - Medical Assistance, Badger Care, Food Share, and Child Care Assistance. There are two workers that handle cover call center duties for Langlade County on the IM Central Consortium CCA (Call Center Anywhere). Each worker has an average case load between 615 and 671. There are 3,213 cases open in Langlade County. A case could be an individual, a family, or consist of several individuals.

Review and Approve Capital Improvement Plan for Department of Social Services.

Van Hoof would like \$25,000 budgeted in the 2015 (CIP) Capital Improvement Program plan for Social Services to replace the agency van. The agency van is five years old and has over 105,000 miles on it. Service costs could start to exceed the amount that was budgeted for service and when staff use their own vehicles, mileage reimbursements exceeds amount budgeted. Agency policy states that if an agency vehicle is available, it is expected that staff will use an agency vehicle. Motion by Matucheski to approve the CIP plan for 2015 and to forward to Finance Committee. Motion second by Burby. All ayes. Motion carried.

Review payment of bills.

The Committee reviewed the bills paid in April 2014.

Review and approve the 2014 Budget Summary Report.

The Committee reviewed the 2014 budget summary report.

Review the Alternative Care Summary Report.

The Committee reviewed the Alternative Care Summary report.

Review Monthly Report for Compensatory Time.

The Committee reviewed the monthly report for compensatory time. Motion by Benishek to approve the budget summary, alternative care summary and compensatory time reports. Motion second by Matucheski. All ayes. Motion carried

Review and approve the Training Report.

The training report was reviewed by the Committee. Motion by Benishek to approve the training report. Motion second by Matucheski. All ayes. Motion carried.

Director's Report.

Van Hoof plans to do some strategic planning for the agency. The plan will look at the next 5 to 10 years and focus on where the agency could go to help families improve and become well-standing community members. Part of this will be with help from the new Citizen Review Panel. Van Hoof reported the first Citizen Review Panel will meet on May 29, 2014 in the Health Service Center Board room at 1:30 pm with help from Paula Brown from the State. Van Hoof encourages any committee member to attend this meeting. Motion by Matucheski that Per Diem and expenses are allowed for any committee member that attends. Motion second by Cahak. All ayes. Motion carried.

Van Hoof reported the Human Services feasibility study concluded in March. Van Hoof reported there has been more discussion at the Marathon County board level about Human Services in Marathon County. Van Hoof will bring back updates as they may have an impact on services in Langlade and Lincoln Counties.

Van Hoof reported that there has been some discussion by some counties about regionalization in Access and screening services. They have invited other counties to discuss the possibility of forming a central or develop regional call centers. Van Hoof plans to attend these meetings to make this a plan that would help us develop a group that would be similar to Langlade County, but would be beneficial to the community.

Van Hoof reported that May is Foster Care Month.

Motion by Matucheski to adjourn the meeting at 12:00 pm. Motion second by Cahak. All ayes. Motion carries.

Submitted by
Liane Blahnik, Administrative Assistant