

Minutes of Langle 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 May 14, 2012 by Richard Hurlbert.

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

Others present: Kim Van Hoof, Patsy Rolo, Carlene Nagel, and Liane Blahnik.

Approval of agenda.

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

Approve minutes of the previous meeting.

Motion by Benishek to approve the minutes of the previous meeting as mailed. Motion second by McKinney-Rice. Discussion: Cahak asked for a correction in the minutes as the Social Worker's last day was April 6, 2012, not 2011. Motion by Cahak to approve minutes as amended. Motion second by Benishek. All ayes. Motion carried.

Election of Committee Vice-Chairman and Secretary.

Motion by Benishek to nominate McKinney-Rice for Vice Chairman and cast an unanimous ballot. Motion by McKinney-Rice to nominate Benishek for Secretary and cast an unanimous ballot. All ayes. Motion carried.

Communications and Public Comment.

None.

Orientation Booklet for Board Members.

Van Hoof handed out orientation booklets for the committee. The booklet contains program and contact information for the agency.

Approval to purchase second monitor and video card for Economic Support and Management Staff.

Van Hoof requested approval to purchase nine monitor and video cards for Economic Support and Management staff. The total price is \$3,163.32 of which \$1,581.66 will be reimbursed from the State, and the remaining will come from the budget from the vacant social work position. This is equipment needed for the Call/Change Center staff. Motion by Benishek to approve the purchase of the nine monitors and video cards. Motion second by Matucheski. All ayes. Motion carried.

Approval to pay Per Diem for Social Work interviews.

Van Hoof reported that interviews for the vacant Social Work position were held this morning and some will be held Tuesday, May 15. Motion by Benishek to approve

paying the Per Diem for the interviews. Motion second by McKinney-Rice. All ayes. Motion carried.

Discussion on agency work hour expectations.

Van Hoof reported at the county management team meeting they requested that we discuss this with the oversight committee. Van Hoof explained that office hours are 8:30 am to 4:30 pm, but many workers are out working beyond those hours. Van Hoof reported that workers flex their work schedule because there is not money to pay out overtime. Van Hoof reported that salary employees put in a lot of hours in a week and may take a day off of work. Van Hoof reported that all employees use Kronos. The committee stated they approve of workers flexing hours, as the budget looks good because of not paying out overtime.

Set meeting dates and time through December 2012.

Van Hoof asked the committee to set meeting dates through December so we can get a meeting room booked and schedule other appointments around that time. The committee will plan to meet on the second Monday of each month, at 1:30 pm. Meetings will be held in the Health Services Center board room.

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. The committee reviewed the budget summary report, the juvenile alternate care summary and budget report, the compensatory time and training reports. Nagel shared the Alternative Care budget as it represents this budget for the first quarter. The committee would like to continue to see this report quarterly. Van Hoof reported she will be attending the "LEAN" training so she can become the facilitator for the agency. Motion by McKinney-Rice to authorize payment of the bills and approve the Budget Summary report, the Alternate Care Budget Summary, the training report, and compensatory time report. Motion second by Cahak. All ayes. Motion carried.

Review and discuss the 2012 and 2013 budgets.

Van Hoof reported she will start working on the 2013 budget in July as it will need committee approval at the August meeting. Van Hoof reported that previous year's budgets were made with cuts to the Alternative Care Budget, but for 2013 we may have to look at increasing this budget line item based on actual costs. Benishek questioned which programs are county funded, state funded, federally funded or grant funded. Nagel reported that all programs have State or Federal funding for Social Services, not just tax levy.

Director's Report.

Van Hoof reported that May is the month that celebrates Foster Care and Bob Anderson, the Foster Care Coordinator will be publishing some articles, displaying

posters, handing out flyers, and will appear on the Breakfast Club on the local radio station.

IM Consortium Updates.

Rolo reported that Langlade County held a meet and greet for the IM Central Consortium, which includes Portage County, Oneida County, Marathon County and Langlade County. This was held on May 3 for IM workers, supervisors and directors.

Adjourn.

Motion by Benishek to adjourn the meeting at 2:25 p.m. Motion second by Matucheski. All ayes. Motion carried.

Submitted by,
Liane Blahnik, Administrative Assistant