

## Minutes

The Vernon County Department of Human Services Committee met on Monday, May 18, 2015. The meeting was called to order at 9:00 a.m. by Chairperson Sherman Erlandson. Proper public notice was given. Erlandson introduced Shawn Redington as the new board member replacing Ralph Hicks. Motion made by Brault to approve the minutes as sent. Second by Cox. Motion carried.

### **Audience to Visitors**

No one from the audience wished to speak.

### **Review and Approve 2015 Service Contract Amendments**

Eitland stated there were 2 contracts that needed additional funding and one new contract. Eitland stated the amount changed for these 3 contracts totaled \$41,346. Motion made by Richardson to approve these contract changes. Second by Radcliffe. Motion carried.

### **Presentation of Vouchers/Internal Transfers**

Vouchers were presented. Eitland stated the first quarterly payment of \$80,000 for Family Care is included on these vouchers. Eitland stated we also had a \$55,000 payback to the State. Eitland stated these are funds that are given to us for a specific use and if they are not used we have to return them. Eitland stated these two items total \$135,000 and that is why the vouchers look a little higher than usual this month. Motion made by Cox to approve the vouchers in the amount of \$395,374.85. Second by Radcliffe. Motion carried.

Internal transfers were presented. Motion made by Brault to approve the internal transfers in the amount of \$7.20. Second by Redington. Motion carried.

### **Long-Term Support/ADRC WW – Jean Klousia**

Klousia stated there was a situation this month involving an elderly person who lost their Medicare Part D drug plan. Klousia stated we had to use elder abuse funds to pay for their medication for 2 weeks and the cost was around \$1,000. Klousia stated this person is now approved for coverage and they were helped before their situation became a crisis.

Klousia stated Western Wisconsin Cares now has a storefront office in Viroqua where service teams can meet with clients. Klousia stated that Care Wisconsin already has an office on West Court Street in Viroqua.

Klousia stated Home Care MCFI has now expanded to La Crosse and Vernon counties and is available to participants who previously received services from Gemini.

Klousia stated that Everybody Works will be holding a Job Fair on June 16, 2015 from 1:00 – 6:00 pm at the fairgrounds. Klousia stated we hope to have 40 employers there.

### **Family & Children's – Jim Lee**

Lee handed out the intake and access statistics for April.

Lee stated there are 14 individuals in out of home care.

Lee stated there are 11 individuals in Kinship Care.

Lee stated there are 3 families in the post reunification program.

Lee stated there are 10 individuals in the CST program. Lee stated the Coordination Committee meeting was last week.

Lee stated Monica Booe from the state will be visiting our office.

Lee stated that Brianne Shaker completed her internship here.

Lee stated one of his employees is still on leave.

### **WREA/Income Maintenance – Erin Davis**

Davis stated that Vernon County ranked #1 in the State in April for the call answer rate. Davis stated the Call Center Anywhere is the number people call to complete applications and reviews. Davis stated WREA is operating on the least amount of dollars and doing the best job.

Davis stated Vernon County has two staff on the On-Demand team. This team processes applications on the spot and there is no delay due to scheduling.

### **Clerical/ES/Administration – Kelly Schwarz**

Schwarz introduced Amanda Smith who is the new Economic Support Specialist who began her employment today. Smith stated she was from Minneapolis and her family has relocated here.

Schwarz gave a brief scenario of an incident that happened recently where a gentlemen was released from jail and put up in a local hotel and then went on to get a job and a place to live. Schwarz stated this is just one incident where someone requested help and received help.

Schwarz stated that Couleecap has been doing the energy assistance for the past 7-8 years and now we will be bringing that program back here which will create a one-stop shop for someone applying for assistance. Schwarz stated Cindy Harter who currently administers the program at Couleecap will begin her part-time position here June 1, 2015. Tracy Trahan will be the other part-time position in the energy program and will begin her employment June 8, 2015. Schwarz stated this change was in the county newsletter. Schwarz also stated that all offices on the first floor of the Erlandson Office Building will be filled when all new Human Services employees begin.

### **Financial - Marsha Everson**

Everson stated that we should be at 31% and that most line items are within budget.

Everson stated that the State Mental Health facilities cost for March was \$32,900 for a total of \$76,272 for 2015.

Everson stated interviews were held last week for the part time CSS billing clerk and they hope to have someone begin this position June 1, 2015. Everson stated the program developer for the CSS program has been hired and her name is Becky Miller. Everson stated Miller's office will be here and that we will have to go through a process to make sure we are fully funded to get our certification.

### **Financial Planning Committee Information Report – Brault & McCoy**

Brault stated some of the topics discussed by the Financial Planning Committee are reducing committee members, eliminating some committees, and committees meeting quarterly instead of monthly. Brault stated this could save over \$10,000 annually. Redington stated you need to be careful when cutting down on the size of committees as discussions between a couple of members could be considered a quorum.

Brault stated there have been many good suggestions by county employees.

**Director's Report, Updates and Announcements – Pamela Eitland**

Eitland stated that last month she talked about a \$200,000 grant we would be applying for to expand existing mental health services in the community. Eitland stated she was not sure if Vernon County would be receiving this grant. Eitland encouraged committee members to see her with questions.

Eitland stated proposals have been sent out to laws firms in Vernon, Monroe and La Crosse counties in regards to contracting out the legal counsel services. Eitland stated the law firm that is selected will review our purchase of service contracts and provided legal services for the entire county.

Eitland stated she, Erin Davis and one employee from the Health Department attended Diversity Days and discussed poverty and the economic disadvantages in Vernon County. Eitland stated there were 10-12 students in attendance.

Eitland stated that on August 6, 2015 Eloise Anderson from the State Department of Children and Families will be at our office meeting with Eitland, Lee and child welfare staff. Eitland invited any committee members to attend.

The next meeting was scheduled for Monday, June 15, 2015 at 9:00 a.m.

Motion made by Richardson to adjourn. Second by Redington. Motion carried.

Submitted by,

Kim Tainter  
Administrative Secretary

**MEMBERS PRESENT**

Sherman Erlandson  
Dennis Brault  
Dianne Radcliffe  
Brian Richardson  
Shawn Redington  
Maynard Cox  
Mary Bringe (by phone)

**MEMBERS ABSENT**

Jay Vosseteig  
Frank McCoy

**OTHERS PRESENT**

Pamela Eitland  
Kim Tainter  
Jim Lee  
Jean Klousia  
Kelly Schwarz  
Marsha Everson  
Erin Davis  
Sheri Hammond  
Amanda Smith