

## **MINUTES**

The Vernon County Department of Human Services Committee met on Monday, December 14, 2015. The meeting was called to order at 9:00 a.m. by Chairperson Sherman Erlandson. Proper public notice was given. Motion made by Bringe to approve the minutes as sent. Second by Brault. Motion carried.

### **Audience to Visitors**

There were no visitors present.

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

Eitland stated there were several contracts that needed additional funding and the amount changed totaled \$95,685. Eitland stated these amendments were well within the budget at this time. Motion made by Richardson to approve these contract changes. Second by Redington. Motion carried.

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

Vouchers were presented. Eitland stated there are two quarterly Family Care payments in these vouchers in the amount of approximately \$160,000. Motion made by Bringe to approve the vouchers in the amount of \$430,778.77. Second by McCoy. Motion carried.

Internal vouchers were presented. Motion made by Vosseteig to approve the internal transfers in the amount of \$2,733.56. Second by Cox. Motion carried.

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

Davis stated we are still looking at the IT issues that were discussed last month. Davis stated that it has been decided by the State that this is not a local internet issue.

Davis stated the State is looking at ways to retain Economic Support staff. Davis stated there is approximately 18 months of training for the Economic Support workers and that the turnover ratio has gone from 3% to 24% in recent years.

Davis stated there will be interviews for the open Economic Support position next week.

Davis stated that WREA is looking at combining teams to make sure customers are served more efficiently.

Davis stated that Jodi Jefson, who works in the front office, has done a fabulous job when working with the child care attendance report forms.

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

Klousia stated that the mental health court committed budget and other mental health service costs have been down this year. Klousia expressed appreciation to Center Point Counseling who assists clients with applying for Badgercare, Marketplace insurance and Medicaid.

Klousia stated there are lots of changes occurring at the ADRC at this time. Klousia stated there will be three full time social workers at the ADRC when the new full-time position is filled. Klousia stated that some structural changes are also being made at the ADRC to better serve customers. Klousia stated the two social workers currently at the ADRC each have 48 clients on their caseload so a third social worker will make a difference.

Klousia stated that reconciliation will begin soon and that she will be applying for Elder Abuse and Alzheimer's funds for next year.

Klousia stated we still have not received any information on the Children's COP program which is starting in January.

### **Family & Children's – Jim Lee**

Lee handed out the intake and access statistics for November. Lee stated the delinquency numbers are still low.

Lee stated there are 15 individuals in out of home care and that the three most expensive cases have ended.

Lee stated there are 11 individuals in Kinship Care.

Lee stated there are 14 individuals in the CST program.

Lee stated there are 7 individuals in the in-home safety program.

Lee stated there are 2 individuals in the post-reunification program. Lee stated he, Tricia Clements and Theresa Berger attended the post-reunification national conference in Seattle which looked at alternative ways to serve families and is sponsored by the Casey Foundation. Vernon County was asked to provide a rural Wisconsin perspective at the conference. All expenses were paid by the Casey Foundation and DCF.

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

Schwarz stated she attended a meeting in La Crosse for WREA Clerical Supervisors. Schwarz stated this meeting was held to go over the clerical manual and brainstorm with others to keep counties consistent with information that is shared with consumers.

Schwarz stated that Scenic Bluffs staff has been to our offices over the past few weeks to enroll people in the Marketplace.

Schwarz stated the front office has been busy with assisting customers with energy assistance and economic support questions.

#### **Financial – Marsha Everson**

Everson presented the budget vs. expenditures and stated that we should be at 92%.

Everson stated that the state mental health facility costs are \$2,164 for November.

Everson stated the Kwik Trip bill was \$560 and this amount is transferred to the County Clerk's Office.

Everson stated in regards to the health insurance for 2015 she is estimating that we may have a deficit of approximately \$4,300. When the budget for health insurance was done in 2014 our budgeted number was lower than reality since we were down by one employee on the date that the numbers were calculated.

Eitland added that when budgeting for 2016 departments were told to not budget for salary and benefits. Eitland stated that after the budget was passed it was discovered that one of our on-call worker line items was not added to the budget which could be a potential \$10,000 shortfall. Eitland stated it is mandated that we have someone on-call so that line item will show expenses over revenue all year in 2016.

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

McCoy gave some updates on what the Financial Planning Committee has been discussing. 1) Purchase the Land & Water building after the first of the year. 2) Hold the county wide raffle selling 3,000 tickets. 3) Met with Mike Blaska from Wisconsin Counties Association to look at prioritized budgeting for next year.

## **Report and Discussion about Legal Services**

Eitland stated we currently work with Abt Law Office for our legal services. Eitland stated our primary contact is Greg Lunde for Chapter 51's and we also work with Darcy Massof. Eitland stated we receive 2 bills from Abt Law Office – one is client specific for Eitland's review and approval; the other one is submitted to Legal Affairs Committee via the County Clerk's Office, has only the dollar amounts on it for HIPPA reasons. The bills are scrutinized monthly and Eitland resolves concerns and/or inconsistencies prior to the bill being approved and submitted for payment.

## **Director's Report, Updates & Announcements – Pamela Eitland**

Eitland stated she has ordered two vehicles which are Chevy Impalas. Eitland stated that one of the vehicles that is going to be traded in was in an accident and the damage was \$3,800. Eitland stated this vehicle will be fixed before being traded. We are thankful there were no injuries.

Eitland stated she went to the Finance Committee last month regarding the Ho Chunk funds and was informed she would not be receiving any funds for 2016 except for the carry over funds from the dental program.

The next meeting of the Human Services Committee was set up for Monday, January 18, 2016 at 9:00 a.m.

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

Submitted by,

Kim Tainter  
Administrative Secretary

**MEMBERS PRESENT**

Sherman Erlandson  
Frank McCoy  
Brian Richardson  
Shawn Redington  
Mary Bringe  
Maynard Cox  
Jay Vosseteig  
Dennis Brault

**MEMBERS ABSENT**

Diane Radcliffe

**OTHERS PRESENT**

Pamela Eitland  
Kim Tainter  
Jim Lee  
Kelly Schwarz  
Jean Klousia  
Marsha Everson  
Erin Davis