

Polk County Human Services Department
Board Meeting Minutes
March 16, 2006

Present: Robert Blake Keith Rediske
David Markert Patricia Schmidt
Larry Jepsen Gail Tessman
Dwayne Rasmussen

Absent: Gary Bergstrom Janice Grest

Also: Phyl Brown Rich Kammerud
Kay Confer Jan Place
Rick Gates Cal Schladweiler
Sherry Gjonnes Sheri Thompson
Pat Groth Deb Wald

Press: None

Chair Larry Jepsen called the meeting to order at 7:07 a.m.

Approval of Agenda

Motion to approve the agenda made by Mr. Rasmussen, seconded by Dr. Markert. All in favor.
Motion carried.

Mr. Kammerud will provide an update on security issues and the meth grant during the *Director's Report*.

Approval of Minutes

Motion to approve the February 16, 2006 Meeting Minutes made by Dr. Markert, seconded by Ms. Schmidt. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Dr. Markert, seconded by Mr. Rasmussen. All in favor.
Motion carried.

Appointment of Voucher Subcommittee for April 20, 2006 Meeting

The Voucher Subcommittee for April 20, 2006 will be David Markert and Patricia Schmidt.

Veterans Service Report

Mr. Gates distributed and reviewed the monthly Veterans Service Office Report.

Recent Activities

- Lobbying Efforts, Board of Veterans Affairs Meeting, Madison – February 21, 2006
- Wisconsin Readiness Effort, CVSO Association Function, Madison – March 15, 2006

Upcoming Activities

- Appearance on WXCE
- Spring CVSO Conference, Pewaukee – April 24-28, 2006

Mr. Gates reported that, due to his expired term, Mr. Jepsen is no longer on the Veterans Service Commission. Jim Chapin has been appointed to fill that vacancy.

Mr. Gates summarized the content of the 2005 Annual Report for the Veterans Service Office. Board Members were asked to review the document and to call Mr. Gates with any changes.

Motion to approve the 2005 Annual Report for the Veterans Service Office made by Rev. Rediske, seconded by Mr. Rasmussen. All in favor. Motion carried.

Public Comments

None.

Long Term Support Policies

Deb Wald, a Developmental Disability (DD) Case Manager for the Long Term Support unit, provided a summary of the two policies presented (*Family Support Program Waiting List* and *Family Support Program – Allocation of Funds*). The changes to these policies will allow prioritizing of children on the waiting list, due to a new requirement by the state, and reallocation of unused funds.

Motion to approve the *Family Support Program Waiting List* and *Family Support Program – Allocation of Funds* policies made by Rev. Rediske, seconded by Dr. Markert. All in favor. Motion carried.

Social Worker Month Resolution

A copy of the recognition of social workers was mailed to Board Members with the agenda.

Motion made to recognize the social workers employed by the Polk County Human Services Department made by Dr. Markert, seconded by Ms. Schmidt. All in favor. Motion carried.

A copy of the recognition was distributed for signature by those present.

Rev. Rediske asked if a celebration was going to be held in honor of the social workers. Management staff is considering holding an all employee recognition in lieu of separate ones for social workers, administrative professional staff, and Economic Support workers. The management staff will have further discussions on this topic.

Update on Psychiatric Services

Dr. Thompson reported that meetings have been held with the jail personnel and Jeff Fuge. The possibility of developing a drug formulary is being pursued. However, Dr. Anderson is not open to working with a drug formulary. Dr. Koronkowski will be meeting with Dr. Anderson to discuss this further.

Developing a drug formulary could address the issue of using drugs that cause side effects that need to be monitored by medical tests. Such drugs would not be included on the formulary.

Mr. Blake inquired as to the relationship of each of the departments in providing mental health services and medications to jail inmates. Dr. Thompson reported that Public Health, the jail, and the Mental Health and Chemical Dependency unit work closely in this area.

Jail Mental Health Services

Mr. Kammerud reported that he has asked Jeff Fuge, Corporation Counsel, to determine who is statutorily responsible for payment of psychiatric and related medical services.

The Mental Health and Chemical Dependency unit has a contract for providing services to the jail. There is a dispute about inmates who are on Huber, who are able to come into the office for services. The jail contends that these inmates are the responsibility of the Mental Health and Chemical Dependency unit.

Dr. Thompson reported that inmates from other counties are the responsibility of the Polk County jail. Mr. Blake expressed concern about this practice. Dr. Thompson also reported that Minnesota is responsible for the costs incurred for Minnesota residents.

There is a contract between the Mental Health and Chemical Dependency unit and the jail for these services. However, Ms. Groth noted that in 2005 the jail was billed \$51,000, but only paid \$27,000. The jail has reported that their budget for 2006 is less than the \$27,000 paid for 2005.

Mr. Blake will communicate this information to John Bonneprise. In addition, it was requested that something be written up outlining the concerns and that this document be presented to the next Human Services Board Chair at the next Human Services Board Meeting.

Mr. Kammerud noted that if the resources were available, more services could be offered to the jail and that in doing so would save the county money in the long run, as there is a high percentage of chemical dependency and mental health issues in this population.

Request for Leave of Absence

Deferred.

Interdisciplinary Child Abuse Team Staffing (IDCATS)

Ms. Confer reported this group meets once a month. The group consists of law enforcement, school personnel, therapists, child protection workers, and other human services workers to staff cases and discuss child abuse and neglect. April is Child Abuse Prevention Month. Information kits have been obtained and are being distributed to schools and hospital to increase awareness. In addition, meetings are being held with these same groups, which will also satisfy mandated reporter training. These groups are also being educated on how to triage cases – determining what cases need to be reported to Child Protective Services.

The CRA and Kinship of Polk County are holding a fund-raiser on April 29, 2006. Child Protective Services will have a booth at Wal Mart on April 22, 2006.

Position Updates

Mr. Kammerud and Dr. Thompson have conducted interviews for the two vacant positions of Mental Health Therapist and Substance Abuse Counselor/Adolescent Program. No decisions have been made.

Monthly Statistics

Monthly statistics were mailed to Board Members with the agenda, with incomplete information. A complete statistical report was distributed.

WCHSA Spring Conference

A letter regarding this conference had been mailed to Board Members with the agenda. Mr. Kammerud noted that this group is made up of human services directors and board members. The conference will be held May 17 – 19, 2006 in Madison. Two extra rooms have been reserved. Registration is due May 10, 2006. Rev. Rediske, Ms. Schmidt, and Dr. Markert expressed an interest in possibly attending.

Director's Report

The Director's Report was mailed to Board Members with the agenda.

Discussion ensued on the issue of security. Mr. Jepsen will discuss this issue with the Director of Parks and Buildings.

Board and Staff Comments

- Ms. Place provided an update on MA Transportation. The RFP will be released in mid-April. It is Mr. Place's recommendation that the state assume MA Transportation.
- Ms. Gjonnes and Ms. Confer provided an update on the service array survey.
- It was noted that the election for Polk County Board of Supervisors will be held on April 4, 2006.
- Ms. Place reported on an increase of client complaints.
- Staff and Board Members exchanged appreciation in working with each other.
- Mr. Blake reported interviews for the Finance Director will be conducted during the week of March 20, 2006. The Executive Committee will make a recommendation.
- Mr. Kammerud noted the excellent working relationship with the Human Resources Department.
- A brief discussion ensued on whether to hold the next Human Services Board Meeting two days after the County Board of Supervisors Meeting, at which committee/board assignments will be made. It was agreed to not change the meeting date; however, the meeting time will be changed to 8:00 a.m.

Adjournment

Motion to adjourn the meeting at 9:27 a.m. made by Dr. Markert, seconded by Ms. Schmidt. All in favor. Motion carried.

Respectfully submitted,

Rev. Keith Rediske
Secretary