

***Polk County Human Services Department
Board Meeting Minutes
November 16, 2006***

Present: Bryan Beseler
Robert Blake
John Gyllen
Julie Hildebrand

David Markert
Kenneth Olson
Keith Rediske

Absent: Jan Grest
Larry Jepsen

Also: Phyl Brown
Kay Confer
Rick Gates
Sherry Gjonnes
Carl Holmgren

Richard Kammerud
Pat Kirkwood
Malia Malone
Jan Place

Press: None

Chair Keith Rediske called the meeting to order at 8:00 a.m.

Approval of Agenda

Motion to approve the amended agenda made by Mr. Beseler, seconded by Dr. Markert. Mr. Kammerud requested that agenda item number 14 be deferred. All in favor. Motion carried.

Approval of October 19, 2006 Meeting Minutes

Motion to approve the October 19, 2006 Meeting Minutes made by Mr. Beseler, seconded by Ms. Hildebrand. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Rev. Rediske, seconded by Mr. Beseler. All in favor. Motion carried.

Appointment of Voucher Sub-Committee for December 21, 2006

The Voucher Subcommittee for December 21, 2006 will be Mr. Blake, Mr. Gyllen, and Mr. Jepsen.

Veterans Service Report

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

Upcoming Activities

- Appearance on WXCE, November 17, 2006

Mr. Gates reported that active duty troops or veterans are eligible for free smoking cessation aides via the WI Tobacco Quit Line.

Mr. Blake reported having received a compliment from a Polk County resident on the efforts of the Veterans Service Office.

Public Comments

Comments were heard.

Proposed Letter to State Legislators

The draft letter was reviewed and suggestions made. Dr. Markert will incorporate the suggestions and the letter will be reviewed at the December 21, 2006 Human Services Board Meeting.

Mr. Blake requested that individual signature lines for the Human Services Board be incorporated into the letter. Mr. Blake also reported he will not participate in signing this letter, that the Board is not taking responsibility locally.

Mr. Kammerud requested that agenda item numbers 10 and 11 be moved to this time. All agreed.

Resolution – Designation of Elder Adult-At-Risk and Adult-At-Risk Agencies

Malia Malone, Assistant Corporation Counsel, provided information on the need for this resolution, due to a change in the Guardianship Law. Discussion ensued on the workload and financial aspect of this unfunded mandate.

Motion to move this resolution forward to the Polk County Board of Supervisors, with a recommendation of approval, made by Mr. Blake, seconded by Ms. Hildebrand. All in favor. By unanimous vote, the motion was carried.

An update on this added responsibility for the Long Term Support unit will be presented at a future meeting.

Court Ordered Mental Health Evaluations

Ms. Malone reported that by statute, the Human Services Department cannot bill clients for the court-ordered mental health evaluations when the Corporation Counsel's office is advocating for commitment. Following discussion, it was agreed that Ms. Malone will contact Ms. Kirkwood with client information when such an action is being pursued.

It was suggested that a discussion with the Finance Director be pursued to discuss the funding for such evaluations.

Employee Recognition

Ms. Hildebrand provided information on an event in December. Following discussion, it was agreed to hold such an event in February.

Energy Crisis Assistance Policy and Procedure

Information on this policy was provided; no action was needed. Ms. Place reported two half-time employees from *Experience Works* are assisting with the energy crisis program, at no cost to Polk County.

CSP Certification

Mr. Kammerud reported on the very positive outcome of the state site survey of the Community Support Program. An additional two-year certification was granted.

2006 Quality Assurance Monitoring Review of the COP/CIP Programs

Deferred due to the absence of Mr. Schladweiler.

Third Quarter Financials

The third-quarter financial report was distributed and reviewed. In addition, Ms. Kirkwood distributed copies of the Mental Health/Chemical Dependency rates.

Sex Offender Registry

Ms. Gjonnes reported on recent training on a new tool for assessing sex offenders. Ms. Gjonnes will begin administering this assessment tool.

Foster Parent Training Curriculum

Ms. Gjonnes reported on a new tool for licensing foster homes. The northwestern counties in Wisconsin are the first in the state to be trained on use of this psychosocial tool.

Position Updates

- Bill Anderson has been hired as the Substance Abuse Counselor for the grant-funded Matrix Program; his first day was October 30.
- Linda Buschman and Angela Pedretti have accepted the full-time positions of Mental Health Therapists. Linda will begin on November 27 and Angela will begin on January 2.
- Juanita McCabe, who has been working as a part-time Mental Health Therapist, will also begin working at the jail, providing the services that have been provided by Grant Ebersole, through the end of 2007.
- An offer has been extended to fill the CSP Clinical Coordinator position; salary negotiations are underway.
- Sheryl Martin has accepted the Substance Abuse Counselor position for the adolescent program; Sheryl will also begin on November 27.
- Tiffanie Tretsven has been hired as the CPS Access Worker; her first day was October 26.
- Jaime Weness has been hired on a temporary basis to fill in while Jennifer Williams is on maternity leave; Jaime will begin on November 20.

Monthly Statistics

The monthly statistical report was mailed to the Human Services Board Member along with the agenda.

Extensive discussion ensued on the increase of children in caring institutions and the layoff of a Juvenile Justice Social Worker position.

Director's Report

Mr. Kammerud reported on the outstanding Foster Parent Banquet.

Board and Staff Comments

Discussion ensued on activities at the recent Polk County Board of Supervisors meeting. Following discussion, it was agreed to place the Juvenile Justice Social Worker position being unfunded for 2007 on the next Human Services Board agenda. Further discussion ensued on this issue. It was agreed to call a special meeting of the Human Services Board in order to approve a resolution to be presented at the next Polk County Board of Supervisors meeting.

Next Meeting

The next meeting of the Human Services Board will be on Wednesday, November 29, 2006 at 8:00 a.m. This meeting is in addition to the December 21, 2006 meeting.

Closed Session: *Under Wis. Stat. Sec. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.*

Motion to move into closed session at 11:45 a.m. made by Mr. Blake, seconded by Dr. Markert. All those present (Mr. Beseler, Mr. Blake, Mr. Gyllen, Ms. Hildebrand, Dr. Markert, Mr. Olson, and Rev. Rediske) in favor. Motion carried.

Also present during closed session were Richard Kammerud, Jan Place, and Andrea Jerrick.

Motion to reconvene into open session made by Mr. Blake, seconded by Dr. Markert. All in favor. Motion carried.

In addition to Reinstatement of the Juvenile Justice Social Worker position to be on the agenda for the November 29 Human Services Board Meeting, the Review of the Economic Support Services Supervisor Job Description and a Closed Session will also be placed on same agenda.

Adjournment

Motion to adjourn the meeting at 12:45 p.m. made by Mr. Blake, seconded by Mr. Olson. All in favor. Motion carried.

Respectfully submitted,

Bryan Beseler
Secretary