

MINUTES  
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: January 5, 2015, 5:00 p.m., ES Board Room, West Square Building, Baraboo, WI

Members Present: Scott Alexander, Andrea Lombard, Joan Fordham, Peter Vedro, John Miller, James Bowers, Julie Fleming, Thomas Kriegl

Members Excused: Beverly Vertein

Members Absent:

Others Present: Orth, Box, Nicole Rachuj

Chair, Scott Alexander called the meeting to order and certified compliance with the Open Meeting Law.

Motion by Andrea Lombard, seconded by Joan Fordham to adopt agenda. Motion Carried.

Motion by Joan Fordham, seconded by Andrea Lombard to approve minutes of the previous Human Services Board meeting held on November 10, 2014. Motion Carried. Peter Vedro abstained as he was not present during the last meeting.

**Public Comment**

None.

**Communication**

None.

**Business Items:**

- a. Review and Approve Monthly Vouchers: Stephanie Box distributed and reviewed the Monthly Voucher Report. Motion by Jim Bowers, seconded by John Miller to approve monthly vouchers in the amount of \$1,040,954.17. Motion carried.
- b. Accounts Receivable Report: The Accounts Receivable report for November 2014 was reviewed by Stephanie Box.
- c. Approval for Collection Requests:  
  
This will be brought to the table next month.
- d. Monthly Reports:  
  
Stephanie Box distributed and discussed the November 2014 Volatile line report.
- e. Approve 2015 State/County Child Welfare Contract: Stephanie Box discussed this was something through the Department of Children and Family Services. Ultimately used for Kindship, legal services, safe and stable grant, etc. Motion by Joan Fordham, seconded by Peter Vedro to approve the amount of \$936,822.00. Motion carried.
- f. Approve 2015 State/County Child Care Administration Contract: Stephanie Box explained this was funding for Administration Child Care, primarily reimburses the department for Economic Support Workers time used for Child Care Benefit time. Motion by James Bowers seconded by Andrea Lombard to approve the amount of \$106,485.00. Motion carried.
- g. Internal Promotion Economic Support – Lead Worker to Assistant Supervisor: Bill Orth reminded all board members the new Economic Support Assistant Supervisor position had previously been

approved by the board. Cheri Brickl had expressed great interest in the new position as she currently holds the Lead Worker position. Bill and Julie Arendsee (the current Supervisor for Economic Support) had discussed Cheri's interest and both highly recommend the promotion from Lead Worker to Assistant Supervisor. If approved by the board, Bill will present this promotion to Personnel on January 16<sup>th</sup>, 2015. Motion by Peter Vedro, seconded by John Miller to approve. Motion carried.

- h. Internal Promotion Economic Support – ES Worker to Lead Worker: Bill Orth mentioned because the Lead Worker position would now be vacant, Kay Kippley has expressed interest in the position. Again, both Bill and Julie highly recommend Kay for the promotion. If approved, Bill will present this promotion to Personnel on January 16<sup>th</sup>, 2015. Motion by Peter Vedro, seconded by James Bowers to approve. Motion carried.
- i. Reclassification – Administrative Support Staff to Program Support Specialist (ACCESS): Bill Orth explained with the upcoming Avatar, the work load of Lori Klicko as Administrative Support Staff in Records will be highly decreased. Lori has been trained, worked the position and likes being a Program Support Specialist. There will be a significant pay increase due to the current position and what it is classified to the new position. Bill recommends she be promoted to this position. If approved by the board, Bill will present this promotion to Personnel on January 16<sup>th</sup>, 2015. Motion by Peter Vedro, seconded by Julie Fleming to approve. Motion carried.

#### **Department Updates:**

- a. Classification Appeals: Bill Orth explained there were twenty (20) appeals from Department of Human Services. Of those appeals, five (5) were groups that have the same job duties. Of the groups that appealed, four (4) out of the five (5) received approval. Unfortunately, only 10 total appeals were approved. Eight (8) appeals were bumped up to the classification they requested. Two (2) were not bumped up to where they appealed, but they did bump up one grade level. Bill expressed many staff members have expressed their great concern. It is his unfortunate concern many staff members will leave because of this.

Much was discussed in how Fox & Lawson gathered criteria, how much Department Head involvement or Supervisor involvement was gathered, if longevity was considered, etc. Many board members advised Bill to write something up for Peter and others to take to the County Board meeting that expressed his great disappointment in how information (or the lack of) was gathered to conduct these Classification and Compensation Reports and the results that have come forth. It was also greatly expressed by board members Bill should reassure staff members that the board does not agree with how changes were made and they are on full board to make sure it is corrected to increase wages to where there are deserved.

- b. CAP Day – January 28, 2015: Bill Orth stated the CAP team will be meeting, but he does not have a whole lot of details as of yet. Bill will get more information on what the agenda is and be in touch with board members on Thursday, January 8<sup>th</sup>.
- c. Criminal Justice Coordinating Committee Update: Bill Orth distributed a draft of the Criminal Justice Coordinating Council Vision, Mission, Elements, Goals and Objectives. Bill hopes Janielle can be present for a board meeting either in February or March this year.

#### **Public Comment**

John Miller would like to have added to the next agenda a discussion about Vivitrol and how the Department of Human Services is currently bringing the awareness to the community, jails, etc.

The next meeting of the Sauk County Human Services Board will be February 9th, at 5:00 p.m.  
Motion by James Bowers, seconded by Andrea Lombard to adjourn. Motion Carried.