

MINUTES  
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: June 8, 2015, 5:00 p.m., County Board Gallery, West Square Building, Baraboo, WI

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

Members Excused: None

Members Absent: None

Others Present: Orth, Brattset, Box, Nicole Rachuj, Lori Dee, David Zeller, Cindy Jones

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

Motion by Jim Bowers, seconded by Peter Vedro to adopt agenda. Motion Carried.

Motion by Joan Fordham, seconded by Andrea Lombard, Peter Vedro abstained the approval of the minutes for the previous Human Services Board meeting held on May 4, 2015. Motion Carried.

**Public Comment**

None.

**Communication**

- a. Board Materials: Distributed electronically

**Business Items**

- a. Review and Approve Monthly Vouchers: Stephanie Box distributed and reviewed the Monthly Voucher Report.

Motion by Jim Bowers, seconded by Peter Vedro to approve monthly vouchers in the amount of \$1,036,715.83. Motion carried.

- b. Accounts Receivable Report: Due to some difficulties and unable to resolve those issues today, Stephanie stated she will bring this to the next meeting in July.

- c. Approval for Collection Requests:

Motion by Beverly Vertein, seconded by Jim Bowers to approve sending 22 accounts to Credit Management Control for \$22,792.88. Motion carried.

- d. Monthly Reports: Stephanie Box distributed and discussed the April 2015 Volatile line report.

- e. Resolution Recognizing Denise Grinder:

Motion by Jim Bowers, seconded by Andrea Lombard to approve. Motion carried.

- f. Department Reorganization:

- (1) Resolution Abolishing the Business Manager Position and Creating a Business and Administrative Services Manager Position

In 2010, TMG had suggested reorganizing a few things in Human Services. To date, everything has been changed, with the exception of combining Business Manager with Administrative Services Coordinator. With the recent retirement of Denise Grinder, this was the most opportune time to complete that suggestion.

Currently Stephanie supervises the Data Fiscal Unit with two lead workers beneath her to assist in guiding staff. By adding 7 of the 13 Office Support Staff, DHS will promote 1 of the 7 to Lead Worker (as specified in the reclassification of Administrative Services Coordinator position below). By eliminating the Support Coordinator position, promoting another position, it will save DHS \$50,000-\$60,000 annually.

If approved by this board, Bill will present this new revised position to Personnel Committee and then take it to the County Board.

Motion by Peter Vedro, seconded by Jim Bowers to approve. Motion carried.

(2) Reclassification of the Administrative Services Coordinator Position – Lori Dee

This will essentially be the Lead worker beneath Stephanie as discussed above for Reception/Access workers. This is informational only and will be taken to the Personnel Committee.

- g. National Wraparound Implementation Center Academy – Portland, Oregon: Information distributed electronically. Dan explained the idea of having Sauk County as the “hub” for NWIC for surrounding counties. Through a grant, we are able to send Dan Brattset, Sharon Boesl, Jill Ellinwood and another person who works close with DHS. He is hopeful that SCDHS will better enhance and assist in the wraparound care as well as being a model to surrounding counties.

Motion by Joan Fordham, seconded by Jim Bowers to approve. Motion carried.

- h. Human Services Fund Balance Transfer to the General Fund: Stephanie asked that \$1,878,947.90 be transferred, leaving \$1.4 million in reserve.

Motion by Joan Fordham, seconded by Andrea Lombard to approve. Motion carried.

- i. Internal Promotion to Community Support Supervisor – Tara Koch: Denise Cobbs retired from the CSP program earlier this year. Angela Tourdot, as the current Lead Worker for that unit took over as Supervisor until Tara was able to obtain her Master’s Degree. Tara has successfully completed that mission and will be promoted to the CSP Supervisor. This is informational only and will be taken to the Personnel Committee.
- j. Access/Reception Out-of-Class Pay – Nicole Rachuj: Just as Lori Klicko had been trained and approved in February to change to this new position, Nicole has trained and would get a pay increase by being reclassified. Because reclassifications are not being accepted at this point, we are asking that an out-of-class pay be done and a reclassification be done for the 2016 budget. This is informational only and will be taken to the Personnel Committee.

**Department Updates:**

- a. 2016 Budget Process – Program and Priorities Review: Materials distributed electronically. Dan explained in depth some of the programs in more detail.
- b. State Budget Update: Bill updated on some of the most directly affected areas from the DHS perspective. One being the split of the COP program. The other being Family Services and ADRC.
- c. C.A.R.E Program Update: Dan explained how the Community Activated Recovery Enhancement (C.A.R.E.) program has already progressed. Currently, in Sauk City, St. Vincent de Paul has taken the initiative to purchase a building. They are actively accepting Sauk County residents who are starting a process of recovery from a drug addiction to come live in this facility, get addiction treatment and help get their lives turned around for the best.

A grant that is possibly coming in October could help pay for more recovery houses throughout some other communities in the county such as the house in Sauk City.

- d. WCHSA Spring Conference: Bill and Andrea attended this conference. Andrea typed up information which she has for anyone who would like reading material on the conference.

- e. Criminal Justice Coordinating Committee Update – Drug Court Training: Dan informed everyone that many in this committee (including judges, police officers, DHS staff, etc.), have been making progress. Although there is lots of work ahead, they are foreseeing a drug court in Sauk County with implementation sometime in 2016. This program does not exclude alcohol.

**Public Comment**

Jim Bowers expressed his and many others great loss in the founder Anne Rakos of Kids Ranch. He expressed he would hope to see DHS supporters at the memorial on Wednesday, June 10<sup>th</sup> at 4:30 p.m. at the Kids Ranch, S4800 Highway D, Rock Springs.

Peter Vedro excused himself for prior commitments at 5:50 p.m.

The next meeting of the Sauk County Human Services Board will be July 6th, at 5:00 p.m. in County Board Gallery. Motion by Jim Bowers, seconded by Joan Fordham to adjourn at 6:25 p.m. Motion Carried.

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