

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: January 11, 2016, 5:00 p.m., Room 213, 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:

Members Absent:

Others Present: Orth, Box, Nicole Rachuj, Marty Krueger, Brentt Michalek

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

Peter proposed the first two agenda items be G, H, then continue with A. Motion by Peter Vedro, seconded by John Miller to adopt agenda. Motion Carried.

Motion by Andrea Lombard, seconded by Joan Fordham to approve the minutes for the previous Human Services Board meeting held on December 7, 2015. Motion Carried. Peter Vedro abstained.

Public Comment

None.

Communication

- a. Board Materials: Distributed electronically.

Business Items:

- g. Approval to Create a New Child Protective Services Social Worker Position Outside the Budget Process: Bill Orth explained DHS is looking to add one additional full-time CPS Investigator position. The current CPS Investigators are unable to keep up with screening in more and more cases. There is a deadline to have reports in 60 days from the initial investigation; however, due to the high demand of the investigators, they are falling behind quickly. Personnel Committee approved the new position on Friday, January 8, 2016.

Bill explained no additional tax levies are being requested to support the hiring of this Investigator. The recent Medication Assistance Treatment (MAT) grant will decrease some DHS staffing wages, therefore, creating approximately \$40,000 of DHS funds that will be used for this additional position. Of note the MAT grant is for three years; after the grant has exhausted, additional funding to support this position will need to be added to the budget.

Motion by Peter Vedro, seconded by Andrea Lombard, to create a new Child Protective Services social worker position outside the budget process. Motion carried.

- h. Retirement and Department Reorganization: Bill reminded the board members he will be retiring this year. His final day is April 1, 2016, with some extended absence during the month of March. It was his intention to suggest Dan Brattset, the current Deputy Director, to be promoted. After discussing his plans and talking with Interim Administrator Brentt Michalek and County Board Chair Marty Krueger they asked the advice of Todd Liebman of Corporation Counsel. Todd wrote a memorandum (distributed) with his opinion listing the current statutes. It was decided the DHS Director position will be open to the public for hire. It will not be necessary to have a third party involved to hire this position. It was highly suggested the opening of this position be a quick four week process with the interview process completed by March 7th.

Brentt and Bill will review resumes and submit to Personnel to schedule interviews. Those interviewing will be Brentt, Bill, Scott, Joan and Julie. Joan suggested a Director from a different agency also be involved in the interview process and the outlining process be available for the next

County Board Meeting. Bill mentioned there are surrounding counties with open DHS Director positions. There was a brief discussion on the current Deputy Director position and possible department reorganization. Until a new Director has been chosen and in the absence of Bill, Dan Brattset will assume the Interim DHS Director.

- a. Review and Approve Monthly Vouchers: Distributed electronically. Stephanie Box reviewed the December Monthly Voucher Report.

Motion by Jim Bowers, seconded by Andrea Lombard, to approve monthly vouchers in the amount of \$1,430,269.08. Motion carried.

- b. Accounts Receivable Report: Stephanie Box distributed and reviewed the Accounts Receivable Report for November 2015. The process for TRIP was discussed. The old system may need to be used to get the 2015 billing out for MA.

At 5:50 p.m. Peter Vedro excused himself.

- c. Approval for Collection Requests: Stephanie Box discussed the collections.

Motion by Jim Bowers, seconded by Beverly Verstein, to approve sending 21 accounts to Credit Management Control for \$12,779.50. Motion carried.

- d. Monthly Reports: Distributed electronically. Stephanie Box discussed the November 2015 Volatile line report.

- e. Approval of 2016 Income Maintenance Consortium Contract: Stephanie Box discussed the Economic Consortium base contract.

Motion by Joan Fordham, seconded by John Miller, to approve the 2016 Income Maintenance Consortium contract in the amount of \$6,794.55. Motion carried.

- i. Approval of 2016 Annual State-County Child Care Contract: Stephanie Box explained this is a contract with DCF for childcare which includes Administration, certification, and fraud.

Motion by Jim Bowers, seconded by Beverly Verstein, to approve the 2016 Annual State-County Child Care Contract in the amount of \$101,162.00. Motion carried.

Department Updates:

- a. Senate Bill 326/Assembly Bill 429 Resolution: Bill reminded everyone this was a resolution that was discussed last month which everyone signed. This will go to the County Board Meeting on January 19th. There hasn't been any more action yet. The Senate and Assembly are back in session and there are some plans to take it up a step, but certainly nothing official. Further reports/updates to come next month.
- b. Medication Assisted Treatment (MAT) Grant: Bill Orth updated everyone that Tellurian, primary vendor for the grant, has secured occupancy at the old Shoe Box building located across from McGann Furniture. There are several meetings coming up for the CARE program for Baraboo, Reedsburg, and Spring Green. There is still no contract with DHS.
- c. Court Appointed Special Advocate (CASA) Meeting: Bill Orth updated the plans to get CASA up and running. There will be a joint meeting with Columbia County on January 14th from 2-4 p.m.

Public Comment

None.

The next meeting of the Sauk County Human Services Board will be February 8, 2016, at 5:00 p.m. in **Room 213**.

Motion by Jim Bowers, seconded by Julie Fleming, to adjourn at 6:05 p.m. Motion Carried.

nmm