

IRON COUNTY HUMAN SERVICES BOARD
Minutes - Unapproved
July 7, 2010

1. Meeting called to order at 4:30 p.m. by Chair Roberts. Members present: Mullard, Koski, Matson, Prospero, Tarro, Wiita, and Roberts. Excused Walowinski. Staff: Kolson-Janov
2. Kolson acknowledged the meeting was properly called and posted.
3. Motion to approve the agenda as presented by Prospero, seconded by Wiita. All in favor.
4. Approval of minutes from previous meeting by Mullard, seconded by Koski. All in favor.
5. Public Comment – None
6. WHEAP (Wisconsin Home Energy Assistance Program) report by Diane Schmidtke, coordinator. There is an increase in the number of people that are requesting assistance through WHEAP. In 2009, 526 households applied and received \$297,023. In 2010, 629 households applied and received \$337,284. Schmidtke outlined the guidelines for the program and informed the Board of special crisis funds that are accessed. In addition, several households required heating unit replacements and/or repairs.
7. Child Support: The Board was informed that Linda Kuduk, who is a Union Member, has posted into the Child Support position which was left vacant by the retirement of Angie Sands. Kuduk was the Financial Specialist in the Child Support Office for several years. Kuduk and the Director have met several times to discuss training needs and work calendars. A training profile will be developed which includes the Ashland County Child Support Director, who has been assigned as a mentor to Iron County. The Regional Specialist will be visiting our county to assist with understanding the various financial and other reporting requirements. The Director reviewed the current Child Support budget with the Board and asked them to pay special attention to the county match, which is required. The County match brings in an equal amount of funds, which reduces the cost of the program or provides for an expansion of additional funding. This budget will be brought back to the Board once additional clarification is received.
8. Motion by Prospero, seconded by Koski to move into closed session pursuant to the exemptions contained in Wisconsin Statutes Section 19.85(1), (f) to discuss request regarding unidentified consumers. Roll call vote – all in favor.
9. Motion by Prospero, seconded by Tarro to move into open session. Roll call vote – all in favor. No action taken.
10. Kolson-Janov notified the Board that Trent Struck, Social Worker for the Children's Unit, accepted a position in Price County and will be leaving July 16, 2010. Chair Roberts and County Board Chair DeRosso were notified of the position opening and gave the director permission to post the position with the union and move forward with advertising. The union granted a request of waiver to reduce the number of days for posting and to allow the concurrent advertising for the position to the general public. The position has been posted to the local newspapers and Jobnet so the position can be filled. The name of the new Social Worker must be listed on the fall training roster as soon as possible. The Social Worker cannot handle cases until they go through training. This meeting was held to inform the Board of the actions that were taken.

There was a Board discussion regarding the need to fill positions as soon as possible, and the Director was authorized to do so with consult from the HSD Board Chair and County Board Chair. All members agreed that Matson and Tarro will continue to serve on the interview committee for the department.

11. Motion by Matson, seconded by Mullard to move into closed session pursuant to the exemptions contained in Wisconsin Statutes Section 19.85(1), (c) to consider employment, promotion, compensation of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Personnel: Funding & Staff) Roll call vote – all in favor.
12. Motion by Tarro, seconded by Matson to move into open session. Roll call vote – all in favor. No action taken.
13. ADRC Report: Matson, representative for Iron County on the ADRC-N Governing Board, provided a report of the meeting held on June 21, 2010. Monthly meetings between the ADRC and NorthernBridges staff have been scheduled to assist in resolving some processing issues. This has helped with communication between these two organizations. Staff members from Wisconsin Mobility Managers provided information on a grant they received from the Department of Transportation. This agency is housed in Sawyer County. The purpose of the grant is to assist residents from Ashland, Barron, Bayfield, Price, Iron, Sawyer and Washburn Counties to resolve barriers to transportation needs for consumers. The services are designed to enhance the transportation systems that are currently used in each county. Some of the services that will be coordinated will include assistance in locating transportation for medical appointments and other needs. Finally, Matson and the Director reported that the wait list for Family Care for the Iron County branch office has been eliminated, so new referrals will be accepted into the NorthernBridges program. This branch office will be limited to four referrals every 3 months.
14. Economic Support & W-2: The Economic Support Unit Supervisor, Sherryl Spreutels, has assigned Mark Marczak to be the primary staff person responsible for the W-2 Program within the agency. Spreutels will make arrangements for Marczak's Economic Support caseload to be shifted to remaining staff to accommodate this new job function. The board was also notified that Diane Heapy, who is employed by Northwest Counseling & Guidance and has a Master's in Counseling Psychology, will assist Marczak with his job functions. Heapy will administer the W-2 Barrier Screening tool, has experience in GAIN (Global Appraisal Individual Needs) and will be able to provide this assessment as well as other formal assessments as needed. She will work closely with Marczak in assisting with appropriate W-2 job placement issues. Her training and position will be covered through W-2 funding.
15. Budget Report: The Board Reviewed the HSD and Child Support Budgets, and both are within percentage as allocation.
16. Annual Report: Tabled until the next meeting.
17. Director's Report. With the absence of one Social Worker, Rochelle Clemens will be absorbing most of the on-call time. The Director will fill in on some weekends to give Clemens a break. The new Social Worker will not be able to provide on-call duties until he/she has received the proper training as required by the state.

Travel costs for the children's unit social workers have increased due to the requirement that children who are in out-of-home placement receive monthly visits. These visits will be coordinated to reduce travel costs as much as possible.

(CFSR) Child and Family Service Review is a process used by the federal government to evaluate state child welfare programs. The CFSR process examines program outcomes for child safety, permanency and well being, and the capacity for the counties to deliver child welfare programs. This process began in 2003 and every county will be reviewed. Iron County will be reviewed the week of August 9th through the 13th. The review team will consist of State employees and peer staff from other counties. A total of 11 staff will work in our county for the week. There will be a schedule of activities which includes various focus groups, meetings with children and families, foster parents, and various service providers. Six cases have been selected for intensive review, including visits with the children, parents, foster parents and anyone involved in the case. All paperwork will be reviewed to ensure that we are following compliance requirements. On Friday, August 19th there will be a preliminary report of the agency evaluation. Board members will receive notice of the time and place and are encouraged to attend.

18. New Business – Uniform Fee Schedule & Charging For Services. The Director is in the process of reviewing information that will allow the agency to charge for some services provided. This will be important in order to have the ability to continue to fund programs. We can expect some decreases from the Federal and State Government in the future.
19. The annual hearing and next meeting will be held on August 18, 2010 in the HSD lobby.
20. Motion to adjourn by Matson, seconded by Mullard. All in Favor.