

**Minutes of the Board of the Department of Social Services
January 17, 2005**

The meeting was called to order at 9:00 a.m. by Chairman Jim Schwartz. He stated this was an open meeting and representatives from the news media and other interested parties had been notified. Board members present were Jim Schwartz, Jim Spindler, Ken Brandt, Deborah Wilke and Mark McCune. Staff members present were Michael Bloedorn, Sandy Hoefert, Pam Dooley, Mary Vollrath and Kay Lucas.

Approval of Minutes

A motion was made by Jim Spindler, seconded by Deborah Wilke to approve the minutes of the Social Services Board meeting held on December 20, 2004. Motion carried.

A motion was made by Jim Spindler, seconded by Deborah Wilke to approve the minutes of the Social Services Board meeting held on January 10, 2005. Motion carried.

In-Home Child Care Certification Fees

Michael Bloedorn introduced Pam Dooley, Foster Care Coordinator for the Department of Social Services and Mary Vollrath, Family Services Supervisor. Pam explained the process for certifying a day care provider and the follow up procedures once a provider is certified. She also explained that she conducted a survey of the rest of the counties in Wisconsin to see if they charged for this process and presented the Board with the results of the survey. After further discussion, the Board instructed Pam to check with private certifiers to see what they charge and what counties have to pay for this service and to also put together the postage cost for mailing each packet to those who inquire about becoming certified. Michael stated that Pam would put this information together and the issue would again be put on the February agenda for further discussion.

Title V Grant

Michael stated that the training for application of the Title V grant is now completed and that Washington County is competing against Rock and Marathon counties for this grant. He also said that there would be no monetary expense to the Department and that the non-profit agencies involved would meet the cash match. He explained the process for application and the approvals needed from the Social Service Board and the County Board. After further discussion, a motion was made by Mark McCune, seconded by Ken Brandt as follows:

“The Social Services Board authorizes the Department of Social Services to proceed with the application of the Title V Grant.”

Motion carried.

Workload and Financial Report

Sandy Hoefert reviewed the Social Service workload. She stated that given the information she has received that there is a question over all of the data received from eWiSACWIS. She said that she is working with the State to get the corrected information.

Michael Bloedorn reviewed the Economic Support workload and the unduplicated case count is still increasing. He said that the Department is in the process of recruiting for another Economic Support Specialist and hopes to have one hired by March.

Director's Report

- a. EWISACWIS Data Report – A meeting took place with Mike McGinnis from Information Services and representatives from the State on the data needed from the program. Washington County is part of a pilot program that is being conducted by the State to put together the kinds of data reports needed by the individual counties.
- b. Kinship Care Resolution – The resolution was sent to the County Administrator and was supposed to be put on the January agenda for the County Board. However, this resolution will not be on the agenda for the County Board until February.
- c. Profile XT – Recruitment Tool – Explained the recruitment tool. HR feedback on the use of the recruitment tool has been positive. The Department will be using this tool for recruitment, if approved by the Social Services Board.

February Social Service Board Meeting

The February Social Service Board meeting is scheduled for Monday, February 21, 2005 at 9:00 a.m. in Room 3224.

Adjourn

A motion was made by Ken Brandt, seconded by Deborah Wilke to adjourn. Meeting adjourned at 10:30 a.m. Motion carried.

Respectfully submitted by,

Jim Spindler
Secretary