

**Minutes of the Board of the Department of Social Services  
April 18, 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 Spindler, Deborah Wilke and Ken Brandt. Mark McCune was excused. Staff members present were Michael Bloedorn, Marvell Ruppel, Sally Chapman, Mary Knoeck 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 March 21, 2005. Motion carried.

**Child Abuse & Neglect Services (Blue Ribbon Month)**

Michael Bloedorn introduced Marvell Ruppel, Family Services Supervisor and Sally Chapman, Parent Aide and said that April is child abuse awareness month. Marvell stated that the Department has numerous programs for child abuse prevention and one component is the Parent Aide Program. She said that the program started in 1991 and was patterned after a program in Hawaii that placed paraprofessionals in the home. At the beginning of the Parent Aide Program for Washington County, the Department would contract with outside agencies but because of the agencies turnover and the difference in philosophy between the Department and the contracted agencies, the Department made the decision to hire 2 in-house part time parent aides. She stated that this has been very beneficial to the Department and that the parent aides work closely with the social worker assigned in each case. Sally explained to the Board her role as a parent aide and reviewed three case scenarios. Marvell also stated that the Department has a great need for additional parent aides.

**Family Planning Waiver**

Michael said that when the Board met in March there was a discussion on the Family Planning Waiver program and as part of that discussion the Board requested to find out the number of minors in Washington County that gave birth and for the last year reported 2003, Washington County had 11. Michael also distributed an informational update and ranking by County for the year 2003.

**Child Care Certification**

Michael reviewed past discussions on child care certification. He stated that after discussing the matter with Human Resources the only option would be to reclassify an unfilled Financial and Employment Planner position to Adult/Family Aide and fill at this time as a part time position. After further discussion, a motion was made by Jim Spindler, seconded by Ken Brandt as follows:

“The Social Service Board approves reclassifying the vacant Financial and Employment Planner position to a Adult/Family Aide and instructs the Department to forward to the various committees for approval.”

Motion carried.

## **Workload and Financial Report**

Sandy Hoefert reviewed the Social Service workload. She said that workload for March is significantly higher than in previous months and that the referrals have increased. She also reviewed the alternate care placements.

Michael Bloedorn reviewed the Economic Support workload and he said that has been the pattern in the past the unduplicated case count continues to increase.

## **Director's Report**

- NOVA Services, Inc. – Closing boys group home.
- Division of Children & Family Services (DCFS) Changes – Kitty Kocol has accepted a new position and Burnie Bridge will be her replacement.
- Termination of Parental Rights (TPR) – Have completed 7 different cases – The attorney that was hired with IV-E money has done a great job.
- Annual Report – due in June.

## **May Social Service Board Meeting**

The May Social Service Board meeting is scheduled for Monday, May 16, 2005 at 9:00 a.m. in Room 3224.

## **Adjourn**

A motion was made by Deborah Wilke, seconded by Ken Brandt to adjourn. Meeting adjourned at 10:25 a.m.

Respectfully submitted by,

Jim Spindler  
Secretary