

**Minutes of the Board of the Department of Social Services
July 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 Schwartz, Deborah Wilke, Ken Brandt, and Mark McCune. Jim Spindler excused. Staff members present were Michael Bloedorn, Sandy Hoefert and Joanne Faber.

Approval of Minutes

A motion was made by Mark McCune, seconded by Deborah Wilke to approve the minutes of the Social Services Board meeting held on June 20, 2005. Motion carried.

Review of Department Fees

Michael Bloedorn stated that the fees for family court custody studies were substantially increased approximately two years ago, from \$300 to \$600 and in 2004 increased to \$650. He said Washington County's charges for custody studies is still considerably lower than what other counties charge. After further discussion, a motion was made by Mark McCune, seconded by Ken Brandt as follows:

“The Social Service Board approves increasing the Family Court Study fee from \$650 to \$750 effective January 1, 2006.”

Motion carried.

Sandy Hoefert reviewed the fees for Shelter. She said that these fees were increased effective May 1, 2004 and felt that this fee should remain the same for 2006. After further discussion, a motion was made by Mark McCune, seconded by Ken Brandt as follows:

“The Social Service Board approves keeping Shelter Care Fee at \$75/day for the first three days (the same as 2005).”

Motion carried.

Michael Bloedorn reviewed the Child Day Care Certification fees. After further discussion, a motion was made by Mark McCune, seconded by Deborah Wilke as follows:

“The Social Service Board recommends keeping the Child Day Care Certification fees the same as in 2005.”

Motion carried.

New Positions Request

Michael stated that currently the Department has a contract with the Youth & Family Project for three part-time parent aides. The Department also employs two part-time parent aides. Michael also said that the Department would like to have one full-time parent aide and two part-time. In order for this to happen, he stated that the Department would no longer contract with Youth & Family for this service, they would use the funds allocated for this to pay for the parent aides employed at the Department. He said that the Department wants to insure one agency philosophy, have closer connections with the social workers, a stronger sense of belonging to the same agency, one supervisor and more flexibility for evenings and weekends. After further discussion, a motion was made by Mark McCune, seconded by Ken Brandt as follows:

“The Social Services Board approves the Department’s request for adding 1 full-time and parent aide position as presented.”

Motion carried.

Michael also said the Department currently has 4 social work supervisors. Three positions are assigned to family service cases and one is responsible for intake and assessment functions. He said that the family service units handle ongoing social work services and that one supervisor has 8 full time employees and one supervisor has 9 full time employees. The Child Welfare League of America (CWLA) standard for either assessment or ongoing social workers is 1 supervisor to 5 workers. The standard for the Bureau of Milwaukee Child Welfare is 1 supervisor to 4 workers. Michael said that although the supervisors have expressed the need for another social worker, he feels that there is a greater need for an additional supervisor. After further discussion, the Board suggested that the Department review the list of non-mandated programs and determine if reductions or cuts could be made that would affect the Supervisor’s workloads.

W-2 Update

Michael stated that the State has issued the Request for Proposal for the 2006 – 2009 W-2 Contract. He also said that Paco gave the State a 120-day notice to withdraw from the W-2 contract and at the same time the submitted the request for proposal to run the W-2 contract for the next 4 years. Joanne’s W-2 management responsibilities have been eliminated and those responsibilities were taken over by Paco. Paco has also received a verbal commitment from the State of Wisconsin for an additional \$110,000 for the W-2 program and if this money is received it will be enough to carry through until the end of the contract.

Workload and Financial Report

Joanne reviewed the Economic Support workload. She said that June was a slight decrease from the prior month. She said that there was a hearing last week for a General Assistance client and the Department is waiting for the determination. Joanne also said that the Department is receiving an average of 10 utility shut-offs every three days and that the Department is referring clients to St. Vincent de Paul, the Salvation Army and local churches if they are not eligible for the Energy funds.

She stated that the Department has also received some additional crisis money for this program from the State.

Sandy Hoefert reviewed the Social Service workload and said that the delinquent case load has increased and a decrease in Child Abuse & Neglect.

Director's Report

- a. CHIPS (Children in Need of Protection & Services) System – discussion with the District Attorney and County Attorney to move these duties from the District Attorney's office to the County Attorney's office. If the District Attorney continues to do CHIPS cases the State covers the cost, if the County Attorney does it, the County pays the cost. The advantage of having the County Attorney handle CHIPS cases would be the same attorney to do the CHIPS would be the same attorney to handle the TPR (Termination of Parental Rights). After discussion, it was decided to bring back at a future board meeting for further action if the Department wants to proceed in this matter.
- b. Child Welfare Case Review – Review of community orientation meeting and plan for September case reviews.

August Social Service Board Meeting

The August Social Service Board meeting is scheduled for Monday, August 15, 2005.

Adjourn

A motion was made by Ken Brandt, seconded by Mark McCune to adjourn. Meeting adjourned at 10:50 a.m. Motion carried.

Respectfully submitted by,

Jim Spindler
Secretary