

**Minutes of the Board of the Department of Social Services
August 15, 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 and Deborah Wilke. Mark McCune was excused. Staff members present were Michael Bloedorn, Sandy Hoefert, Mary Knoeck and Kay Lucas. Also present, Cheryl Marek Domrose, Area Administration from the Southeastern Regional office.

Approval of Minutes

A motion was made by Jim Spindler, seconded by Deb Wilke to approve the minutes of the Social Services Board meeting held on July 18, 2005. Motion carried.

2005 Budget Review and Approval

Outlay: Michael Bloedorn reviewed the 2006 Capital Outlay Request. He explained the Department purchased a used 2000 Chevrolet Impala from the Sheriff's Department in 2003 for \$6,000 to be used for the Intensive Supervision Program. He said that the Department has paid approximately \$2,000 in repairs over the last year. Due to the age and use of the car, the Department has spoken with the Sheriff in regards to purchasing another vehicle and the Sheriff said that he would have one available for the Department for approximately \$4,000. Michael also said that by purchasing a vehicle for the Intensive Supervision Program, the Department has seen a substantial savings because of the amount of money paid out for personal mileage. Michael also reviewed remodeling requests for two conference rooms within the Department which totaled \$2,900. He said the Department may have funds to cover these costs in 2005. The outlay request also includes a replacement transcriber for \$800. After further discussion, a motion was made by Jim Spindler, seconded by Ken Brandt as follows:

“The Social Service Board approves the 2006 Capital Outlay Request as presented.”

Motion carried.

Out of State Travel: Michael stated that out of state travel has not been a practice in the past but he would like the opportunity to take advantage of conferences in other states to see what other agencies around the country are doing for creative programming regarding child abuse/neglect and delinquency. He said this would be a very valuable opportunity for the Department to be able to attend these conferences. After further discussion, a motion was made by Jim Spindler, seconded by Deborah Wilke as follows:

“The Social Service Board approves the Out of State Travel as presented.”

Motion carried.

General Assistance: Michael reviewed the General Assistance Program and is only used for adults that are incapacitated or disabled and is funded by county dollars. He stated that the program is not

mandated by the State and is a reimbursable program by the client. After further discussion, a motion was made by Deborah Wilke, seconded by Ken Brandt as follows:

“The Social Service Board approves the General Assistance budget as presented.”

Motion carried.

Purchase of Service Contracts: Michael Bloedorn reviewed the Purchase of Service contracts. He stated that the summary and recommendations are brought forward every year and are also presented to the Child Youth Advisory Committee for their recommendation and what he is presenting today is based on the Advisory Committee recommendation. He also stated that the Child Youth Advisory Committee requested to no longer fund the crisis line through Friends of Abused Families because of all the other crisis lines available. Michael said that he did meet with the new Director at Friends and she said that although the staff at Friends were better trained to handle domestic violence and sexual abuse, they have experienced a decrease in the amount of calls they receive. After further discussion, a motion was made by Jim Spindler, seconded by Deborah Wilke as follows:

“The Social Service Board approves the Major Purchase of Service Contract budget as presented.”

Motion carried.

Out of Home Care: Sandy Hoefert reviewed the Summary of Alternate Care and current placements. She explained the rationale behind the projections for 2006 and stated that although this category is always at risk, she felt this budget is a reasonable risk. After further discussion a motion was made by Ken Brandt, seconded by Deborah Wilke as follows:

“The Social Service Board approves the 2006 Out of Home Care budget as presented.”

Motion carried.

Department Goals: Michael presented the Board with a list of Department Goals for 2006. After further discussion a motion was made by Ken Brandt, seconded by Jim Spindler as follows:

“The Social Service Board approves the Department’s 2006 Goals as presented.”

Motion carried.

Michael also stated that when the Administrator Coordinator issues the budget information, the Department has the opportunity to submit two budgets, the base budget and a requested level budget. He stated that in order to meet the base budget of the Department, he would have to use the remaining amount of money in the W-2 profit account and because of the uncertainty of the program, he would like to also submit a requested level budget using only half of the profit account and reserve the remaining amount for future use. After further discussion, a motion was made Jim Spindler, seconded by Ken Brandt as follows:

“The Social Service Board approves submitting two budgets for consideration, the Base Budget in the amount of \$3,134,261 and a Requested Level budget in the amount of \$3,205,929.”

Motion carried.

W-2 Update

Michael stated that another company, based in Waukesha, called ACS also submitted an RFP to administer the W-2 program for the next contract period, as well as the current consortium. He said that the Board also received a promise of an additional \$190,000 to run the W-2 program for the remainder of 2005 and upon receiving the additional funds, Paco rescinded the 120 day notice he submitted to the State to withdraw from the current W-2 program.

Classification Ordinance Revision

Michael explained to the Board that in reviewing information for the budget, it was discovered that the actual positions in the Department did not match with those of the county ordinance. He stated that he met with Gary Moschea to discuss changes that have occurred within the Department over the years and was advised that the Department needed to have the ordinance amended to accurately reflect the Department’s current staff. After further discussion, a motion was made by Deborah Wilke, seconded by Jim Spindler as follows:

“The Social Service Board approves changing to the county ordinance to accurately reflect the Department’s current staff .”

Motion carried.

Workload and Financial Report

Michael reviewed the Economic Support workload. He stated that although the unduplicated case count slightly decreased in the last two months, this month has seen a slight increase.

Sandy Hoefert reviewed the Social Service workload and stated that because there is still an issue with eWISACWIS reporting some of the numbers have changed for previous months. She said the Department is still working with the State to resolve the issue.

Public Hearings Schedule Recommendation

Michael said that it has been the practice of the Department, as well as the Office on Aging and CCSA to hold two public hearings a year, one in the spring and one in the fall. He said that the law requires public participation but does not require two meeting. He stated that he has met with the Directors of both agencies and the Administrative Coordinator on this issue and that both the Director of CCSA and Office on Aging are bringing this issue forward to their respective Boards to review the participation at each hearing. Michael said he feels because there is more participation in spring and very little in fall that the Department would like to have only one hearing a year in the spring. After further discussion, a motion was made by Ken Brandt, seconded by Deborah Wilke as follows:

“The Social Service Board approves holding only one public hearing a year to be held in the spring.”

Motion carried.

Director’s Report

The Department has received notice that Catholic Charities will no longer be a partner in the Healthy Families Program.

September Social Service Board Meeting

The September Social Service Board meeting is scheduled for Thursday, September 22, 2005 at 1:30 p.m..

Adjourn

A motion was made by Deborah Wilke, seconded by Ken Brandt to adjourn. Meeting adjourned at 11:10 a.m. Motion carried.

Respectfully submitted by,

Jim Spindler
Secretary