

**Minutes of the Board of the Department of Social Services**  
**August 21, 2006**

The meeting was called to order at 9:00 a.m. by Chairman Maurice Strupp. He stated this was an open meeting and representatives from the news media and other interested parties had been notified. Board members present were Maurice Strupp, Harold Groth, Leslie Borman, Jim Spindler and Jim Schwartz. Staff members present were Michael Bloedorn, Sandy Hoefert, Mary Knoeck, Sandy Potter and Kay Lucas.

**Approval of Minutes**

A motion was made by Jim Spindler, seconded by Les Borman to approve the minutes of the Social Services Board meeting held on July 17, 2006. Motion carried.

**207 Budget Review and Approval**

**Outlay:** Michael reviewed the Outlay request - \$800 for transcriber replacement, \$5,000 for shredding of old closed files, \$1,000 for office chair replacement. It was stated that the transcriber replacement is put in the budget each year in case one of the current transcribers does break and the cost of replacement is so high. Jim Schwartz suggested that a transcriber be purchased at this time since there is money included in the 2006 budget and then we will have one on hand. It was also suggested that the \$5,000 for shredding be moved to office supplies because shredding is really not a purchase of equipment. After further discussion, a motion was made by Jim Schwartz, seconded by Harold Groth as follows:

“The Social Services Board approves the Outlay Budget of \$1,000 for the purchase of new office chairs.”

Motion carried.

**General Assistance:** Michael reviewed the General Assistance Program and stated that it is only used for adults that are incapacitated or disabled and are awaiting social security disability. He stated that this program is funded by county dollars and that the program is not mandated by the State but it is a reimbursable program by the client. After further discussion, a motion was made by Harold Groth, seconded by Les Borman as follows:

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

Motion carried.

**Purchase of Service Contracts:** Michael 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. He stated that what he is presenting today is based on the Advisory Committee recommendation with an additional \$6,363 removed based on Administrative recommendations. Michael further reviewed the individual purchase of service programs and their involvement with the agency. After further discussion, a motion was made by Les Borman, seconded by Jim Schwartz as follows:

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

Motion carried.

**Out of Home Care:** Michael stated that children placed out of the home are placed due to court action. He also said that the Department will be considerably over budget in 2006 due to the number of youth in placement at residential care centers. After further discussion a motion was made by Jim Schwartz, seconded by Harold Groth as follows:

“The Social Service Board approves the 2007 Out of Home Care budget as presented.”

Motion carried.

**New Positions:** Michael said that discussions continue for the Aging Disability and Resource Center. As part of the administration of services, there is a requirement for a Social Worker and an Economic Support Specialist. Both of these positions will be fully funded by the State and if the funding does not go through, the positions will not be filled. The ADRC is schedule to start in July of 2007. After further discussion, a motion was made by Harold Groth, seconded by Jim Schwartz as follows:

“The Social Service Board approves the addition of one social worker and one economic support specialist for the Aging & Disability Resource Center as long as these positions are funded by the State of Wisconsin and will begin in July of 2007.”

Motion carried.

**Overall Budget:** Michael 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 \$150,000 of the W-2 profit account, an additional \$6,363 cut from Purchase of Service contracts, reduce the hours of operation in the Resource Center and not fill the vacant part-time position in the Resource Center. As part of the requested level budget, the Department would only use \$135,000 of the W-2 profit account, fill a vacant ½ time Intensive Supervision Social Worker and fill the part-time Resource Center vacant position, and fund the Purchase of Service contracts at the Advisory Committee recommendation. After further discussion, a motion was made Jim Spindler, seconded by Les Borman as follows:

The Social Service Board approves of reducing the hours of operation for the Resource Center to be Monday thru Friday from 8:00 a.m. to 9:00 p.m. and closed on Saturdays.”

Motion carried.

A motion was made by Jim Schwartz, seconded by Jim Spindler as follows:

“The Social Service Board approves submitting two budgets for consideration, the Base Budget in the amount of \$3,201,575 and a Requested Level budget in the amount of \$3,266,663.”

Motion carried.

**Department Goals and Accomplishments:** Michael presented the Board with a list of department goals for 2007 and department accomplishments for 2006. After further discussion a motion was made by Jim Schwartz, seconded by Harold Groth as follows:

“The Social Service Board approves the Department’s 2007 Goals and 2006 Accomplishments as presented.”

Motion carried.

### **Shelter Care Fees**

Michael said that the rate the Department can charge for shelter care needs approval from the State. After further discussion, a motion was made by Harold Groth, seconded by Les Borman as follows:

“The Social Service Board approves the Shelter Care Fee structure as presented.”

Motion carried.

### **Wisconsin Counties Association 2006 Resolutions**

Michael introduced Wisconsin Counties Association 2006 Conference Resolution 3 for consideration. He stated that this resolution requests the federal government reimburse Manitowoc County for the full cost of resettlement of recent refugees and any future refugee programs be fully funded through the federal agency or department that sponsors the program. After further discussion, a motion was made by Jim Spindler, seconded by Harold Groth as follows:

“The Social Services Board does not support Wisconsin Counties Association 2006 Conference Resolution 3 as presented.”

Motion carried.

Michael introduced Wisconsin Counties Association 2006 Conference Resolution 16 for consideration. He stated that this resolution refers calling upon the Wisconsin Legislature and Governor to make a system of health care benefits and cost containment available to Wisconsin residents as a means of addressing the problem of uninsured individuals and the cost to local taxpayers of health care services for local employees. After further discussion, a motion was made by Jim Schwartz, seconded by Less Borman as follows:

“The Social Services Board supports Wisconsin Counties Association 2006 Conference Resolution 16 as presented.”

Motion carried.

Michael introduced Wisconsin Counties Association 2006 Conference Resolution 17 for consideration. He stated that this resolution encourages efforts to assure that all LaCrosse County residents are able to get needed health services. After further discussion, a motion was made by Jim Schwartz, seconded by Les Borman as follows:

“The Social Services Board does not support Wisconsin Counties Association 2006 Conference Resolution 17 as presented.”

Motion carried.

### **Workload and Financial Report**

Sandy Potter reviewed the Economic Support workload. She stated that the unduplicated case count continues to increase. She also stated that the 2006/2007 Energy Season begins on October 1<sup>st</sup> that that the agency is expecting a considerable increase.

Sandy Hoefert reviewed the Social Service workload and alternate care report.

### **Director's Report**

- a. Annual Report presentation
- b. Long Term Care Reform

### **September Social Service Board Meeting**

The September Social Service Board meeting is scheduled for Monday, September 18, 2006 in Room 3224 at 9:00 a.m.

### **Adjourn**

A motion was made by Les Borman, seconded by Harold Groth to adjourn. Meeting adjourned at 10:55 a.m. Motion carried.

Respectfully submitted by,

Harold Groth  
Secretary