

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)
BOARD OF DIRECTORS

July 19, 2012

Meeting called to order at 8:00 a.m. in Room 1023 of the Public Agency Center, 333 East Washington Street, West Bend, Wisconsin, by Chairperson L. Borman, who read the open meeting statement.

MEMBERS PRESENT: Michael Basill, Les Borman, John Bulawa, Kristine Deiss, Dawn Eyre, Sarah Follett, Ralph Hensel, Jane Schultz, Paul Ustruck

GUEST PRESENT: Herb Tennes, Washington County Board Chair

HSD STAFF PRESENT: Karen Alt, Sandy Hoefert, Mary Knoeck, Ruth Reines, Angela Schickert, Jim Strachota, Kay Thuecks

Review of Minutes: D. Eyre made motion, J. Bulawa seconded, to approve the HSD Board minutes from the June 21, 2012, meeting as distributed. Carried.

2013 Budget Overview: The HSD Board will hold three budget meetings. J. Strachota explained the budget process and HSD structure. The 2013 base budget is two percent less than the 2012 budget or \$196,198 less in County tax levy funding. Any funding requests above that amount will need to be prioritized by the HSD Board and passed on to the County for further consideration. Samples of previous years' division budgets were distributed and discussed.

2013 Outlay Request: HSD is requesting the purchase of two used Sheriff's Department squad cars to replace high mileage HSD vehicles. Since we have a fleet of five vehicles, continual updates are necessary. As they age, these cars are swapped out on a rotating basis. Also requested in the 2013 outlay request is construction of four offices and furniture to improve efficiency by relocating them closer to their operating unit. Any capital outlay requests for 2013 are to be included as a required element in the budget presented to the County.

2013 Out of State Travel: There are no HSD requests for out of State travel in 2013.

2013 User Fees: Proposed HSD user fees, with comparisons from 2010 through 2012, were distributed and discussed. These recommended fees are included in the required budget elements forwarded to the County for 2013.

Personnel Update and Recommendation: It is recommended that the HSD Deputy Director position remain unfilled but left open in the Ordinance to allow for future department restructuring.

Staff proposed that a current unfilled Bachelor's degree social work position be activated to allow for the hiring of a social worker in the Child Protective Services unit in the Children and Families division. Funding for this position, starting January 1, 2013, would come from a portion of the savings in the Deputy Director position.

A recommendation was made to hire a Bachelor-degreed intern currently working on that unit on a limited-term, temporary basis due to the sudden need for an extended medical leave by a current Bachelor's degree social worker.

Following discussion, motion made by K. Deiss, seconded by P. Ustruck, to approve the hiring and use of the current intern, as a substitute for the regular social work employee out on medical leave, on a limited-term basis and no benefits. Carried.

An announcement was made that Kay Thuecks is retiring in September.

Training Proposal: R. Reines explained how the SafeTALK T4T training would teach six to ten Acute Care Services staff members to become trainers in the area of suicide prevention. They would then provide presentations and training to anyone interested in suicide prevention, such as other County personnel, law enforcement, service providers, schools, medical personnel and the general public. There would be no cost to the County other than staff time for the initial training.

Motion made by S. Follett, D. Eyre seconded, to approve the SafeTALK T4T training and staff time involved. Carried.

Future Agenda Items: Please contact HSD staff with any suggestions or recommendations for future agenda items.

Discussion followed on possible implications of the Affordable Health Care Act.

Following discussion, the next HSD Board meetings are scheduled for Thursday, August 9, and Tuesday, August 21, 2012, with both meetings starting at 8:00 a.m.

Motion made by J. Bulawa, seconded by M. Bassill, to adjourn. Carried. Meeting adjourned at 9:55 a.m.

Respectfully submitted,

Dawn Eyre, Board Secretary
Karen Alt, Recording Secretary

Copies of all non-privileged material pertinent to this meeting are available at HSD offices.