

WASHINGTON COUNTY  
HUMAN SERVICES DEPARTMENT (HSD)  
BOARD OF DIRECTORS

November 17, 2011

Meeting called to order at 8:30 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. Introductions were made.

MEMBERS PRESENT: Les Borman, Jim Core, Sarah Follett, Mary Goeman, Rick Gundrum, Jane Schultz, Paul Ustruck

MEMBER EXCUSED: Carol Puerling

GUESTS PRESENT: Herb Tennes, County Board Chairperson; Dan Laurent and Linda White, Youth and Family Project

HSD STAFF PRESENT: Karen Alt, Michael Bloedorn, Stacy Burmeister, Debra DuFour, Sandy Hoefert, Sandy Potter, Ruth Reines, Angela Schickert, Kristin Selear, Holly Tennison, Kay Thuecks

Review of Minutes: Motion made by J. Core, seconded by M. Goeman, to approve the HSD Board meeting minutes of October 20, 2011, as distributed. Carried.

Income Maintenance Consortium Update and Monitor Purchase: Human Service Directors and Supervisors from Fond du Lac, Ozaukee, Walworth, Washington and Waukesha Counties have been meeting bi-weekly to plan for operation of the Moraine Lakes Consortium. Because Economic Support staff spend a significant amount of time using a variety of computer systems simultaneously, a request was made for 24 dual monitors for that staff. In addition, eight computers need new video cards. After figuring in revenues, an amount of \$1,532 is being requested for this equipment.

Motion made by P. Ustruck, R. Gundrum seconded, to approve the monitor and card purchases as indicated and to accept the income maintenance update as presented. Carried.

Discussion followed recommending that, for the future, the video cards purchased can handle four monitors. Questions were raised on what is in place for fraud detection.

Dual Employment Policy: K. Thuecks reviewed a draft of the HSD policy and procedure entitled, "Other Employment". Discussion followed.

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R. Gundrum made motion, seconded by P. Ustruck, to approve the draft version of the "Other Employment" policy and procedure as presented, pending approval by the County

Attorney, and that the policy and procedure will return to the HSD Board for final approval prior to implementation and dissemination to employees. Motion carried.

Family Court: In collaboration with the Family Court Commissioner and Circuit Court in Washington County, HSD staff are requested as needed to conduct studies to determine what should be done in the best interest of the children when separated/divorced parents cannot come to an agreement on legal custody and physical placement of their children. A fee of \$1,200 is charged and divided between each parent for each study done. H. Tension and K. Selear described the child custody investigation process and general time frames involved. They also shared statistical information.

Family Corner: This Youth and Family Project program provides for the safe exchange of children between parents and supervised visitations of children with their non-custodial parent. During supervised visitations, trained workers observe, monitor and document family interactions. This information is reported to the Guardian ad litem working on that case, and recommendations are made to the courts. Parents are charged nominal fees for these services and can be in the program for up to 18 months.

As coordinator of Family Corner, L. White indicated she would like to enhance the program by providing education to other family members able to provide the supervision of visits if participants need assistance beyond the initial 18 months.

L. White also answered questions about the “Gingerbread House” holiday program.

Quality Services Review: This review by the State Department of Children and Families’ Continuous Quality Improvement team of Washington County’s child welfare case practice will take place next April, with a results exit interview scheduled for May 2. A main purpose of this review is to provide practical information for the enhancement of case practice to benefit children and families in Wisconsin. An orientation meeting to provide an overview of the Quality Services Review (QSR) will be held on December 12, 2011, at 1:00 p.m., at the Public Agency Center in Rooms 1113 A/B. Interested people are invited to attend and participate regarding the upcoming review.

Deputy Director’s Report: M. Bloedorn indicated that a Special Needs Preparedness Exercise will take place on December 6. A crisis assessment team made up of representatives from HSD Acute Care Services, the Health Department and the Aging and Disability Resource Center (ADRC) will focus on how to assist and keep safe persons with special needs in the event of a large disaster in the area.

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For 2012, State Youth Aids funding has been cut another 7.3 percent or \$31,000 on top of cuts already made.

The Board was reminded of the Wisconsin Counties Human Services Association conference on December 1 and 2.

Arrangements with the State Department of Health Services (DHS) regarding the Income Maintenance (IM) Consortium contract have reached a roadblock. Outcomes and performance indicator requirements, which were not met when the State had responsibility

for IM services, are points of contention. In addition, several recent scheduled meetings have been cancelled by State staff. However, the ten IM consortia of counties across the State have been working well together to plan and provide services.

Following the December 15 HSD Board meeting, members are invited to attend a “Pizza with Santa” luncheon at 11:30 a.m. in the HSD Second Floor office. Therefore, the next HSD Board meeting on Thursday, December 15, 2011, will begin at 9:30 a.m.

Motion made by P. Ustruck to adjourn; R. Gundrum seconded. Carried. Meeting adjourned at 10:32 a.m.

Respectfully submitted,

Paul Ustruck, Board Secretary  
Karen Alt, Recording Secretary

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