

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Board Members Present: Tom Gordon, Kenneth Jardine, Clarence Henkel, James Crandall, Wayne Williams, Ted Benson, Mary Podlesny (4:08 p.m.)

Members Excused: Pat Carver, Delores Kittleson

Staff Present: Elizabeth Skulan, Denise Kontny, Jeanine Spuhler, Carrie Linder, Tom Moran

Call to Order and Introductions

K. Jardine called the meeting to order at 4:00 p.m.

Review of the Tentative Agenda

There were no changes to the agenda.

Review of the August 21, 2007 Minutes

T. Gordon motioned to approve the August 21, 2007 minutes as presented. Seconded by C. Henkel. Motion carried.
--

Program Presentation

Tom Moran gave a presentation on and a tour of the Child Abuse Response Effort (CARE) Room. Earlier this year, Bayfield County received a grant in the amount of \$12,660.50 from the Department of Justice to upgrade the child forensic interview room. This room is used to videotape child forensic interviews in sexual and physical abuse cases to reduce secondary trauma to child victims.

Monthly Section Reports

Family Services

Tom Moran and Jeanine Spuhler staffed a DHS information table at the Lake Superior Elementary School open house on September 4th.

E. Skulan and members of the CST coordinating committee will be meeting with each of the four schools in Bayfield County to promote the CST program and obtain feedback on prior CST experiences.

The Mental Health Coordinator and the AODA Coordinator have explored the use of the new sober house in Ashland as a temporary placement for several clients with chronic alcohol/drug issues. To date, the house has not matched the needs of our clients.

Support Services

The Support Service Section is temporarily short staffed due to medical and family leaves.

E. Skulan and D. Kontny have recently spent a great deal of time preparing the 2007 budget projections.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Aging & Disability Services

One of Bayfield County's physically disabled Long Term Care clients has moved to Hayward. Per program guidelines, Bayfield County will continue to serve this client until Sawyer County can provide services.

C. Linder has submitted a request to the state that a nursing home diversion slot be transferred from a client who needed to be temporarily placed in a nursing home to a client who is currently on the waiting list. Using advice we received from state staff, we will then apply for a nursing home relocation slot to return the first client to the community once their health is restored.

In planning for an Aging and Disability Resource Center (ADRC) in Bayfield County, E. Skulan and C. Linder are communicating with the County Administrator to address space and accessibility needs.

Economic Support

The W-2 allocations for the 2008 contract are not available. The W-2 caseload remains steady at this time.

The federal reauthorization of Temporary Assistance to Needy Families (TANF) imposed strict requirements on states to develop policies and procedures to verify, document and supervise W-2 participant attendance in assigned activities. Economic Support staff recently met with Bev Belany from the regional office to clarify the new W-2 policies connected to the recent TANF authorization.

The 2007-2008 Wisconsin Home Energy Assistance Program (WHEAP) contract begins on October 1, 2007. Remaining crisis dollars from the 2006-2007 contract will be expended.

BadgerCare Plus, a proposed expansion of Medicaid coverage to families, is pending legislative and budget approval.

Monthly Reports

The monthly financial, training, and waiting list reports were reviewed and placed on file.

Staffing Update

One staff member is currently on extended FMLA.

The hiring committee conducted a telephone interview with one potential candidate for the Family Services Manager position. A face-to-face interview will be scheduled with this individual in the future. It is expected that second interviews will be offered to two candidates at that time.

Medical Assistance Transportation

Per IRS regulation, any reimbursement for volunteer driving in excess of \$.14 per mile is taxable income. If a volunteer driver's annual taxable reimbursement exceeds \$600, a Form 1099 must be issued. The committee reviewed a draft letter that will be sent to volunteer drivers explaining this regulation.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

2008 Aging Unit Plan Amendment

T. Gordon motioned to approve the 2008 Aging Unit Plan amendment as presented. Seconded by C. Henkel. Motion carried.

2008 Budget

The state legislature is overdue in adopting the budget for the 2007-2009 biennium. The committee reviewed letters issued by the Department of Administration Secretary Michael Moran, Secretary of the Department of Health and Family Services, Kevin Hayden, and an article regarding the proposed cuts to the state Medicaid program should no budget be approved before the end of the year.

The 2008 Human Service Department budget was reviewed by the County Administrator and forwarded to the Executive Committee. \$5,000 was cut from the capital improvement line item and \$80,000 for purchased services and \$125,000 for ADRC development was moved from county levy to a balance fund transfer line item.

Northwest Wisconsin-Long-Term Care Options (NW-LTCO)

Handouts from the September 10th NW-LTCO meeting were reviewed.

The committee reviewed a letter from DHFS Secretary, Kevin Hayden to WCHSA President, Cheryl Huenink & WCA Executive Director, Mark O'Connell regarding the county contribution required to support the Family Care program. Bayfield County's net contribution is now identified as \$507,979.

The committee was invited to attend a NW-LTCO Consortium meeting on October 1st. DHFS Secretary Kevin Hayden will make a formal presentation of the check which will fund the next phase of Planning to Implement Family Care in northwest Wisconsin.

Other

The 2007 161 Agreement with Red Cliff has been signed and returned.

Future Meeting Dates

Future meeting dates were scheduled as follows:

- October 25, 2007
- December 4, 2007
- January 24, 2008

Adjournment

C. Henkel motioned to adjourn. Seconded by J. Crandall. Motion carried. The meeting adjourned at 5:18 p.m.

Submitted by:

Denise Kontny

Denise Kontny
Financial Manager

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Board Members Present: Tom Gordon, Kenneth Jardine, Clarence Henkel, James Crandall, Wayne Williams, Ted Benson, Mary Podlesny (4:08 p.m.)

Members Excused: Pat Carver, Delores Kittleson

Staff Present: Elizabeth Skulan, Denise Kontny, Jeanine Spuhler, Carrie Linder, Tom Moran

Call to Order and Introductions

K. Jardine called the meeting to order at 4:00 p.m.

Review of the Tentative Agenda

There were no changes to the agenda.

Review of the August 21, 2007 Minutes

T. Gordon motioned to approve the August 21, 2007 minutes as presented. Seconded by C. Henkel. Motion carried.
--

Program Presentation

Tom Moran gave a presentation on and a tour of the Child Abuse Response Effort (CARE) Room. Earlier this year, Bayfield County received a grant in the amount of \$12,660.50 from the Department of Justice to upgrade the child forensic interview room. This room is used to videotape child forensic interviews in sexual and physical abuse cases to reduce secondary trauma to child victims.

Monthly Section Reports

Family Services

Tom Moran and Jeanine Spuhler staffed a DHS information table at the Lake Superior Elementary School open house on September 4th.

E. Skulan and members of the CST coordinating committee will be meeting with each of the four schools in Bayfield County to promote the CST program and obtain feedback on prior CST experiences.

The Mental Health Coordinator and the AODA Coordinator have explored the use of the new sober house in Ashland as a temporary placement for several clients with chronic alcohol/drug issues. To date, the house has not matched the needs of our clients.

Support Services

The Support Service Section is temporarily short staffed due to medical and family leaves.

E. Skulan and D. Kontny have recently spent a great deal of time preparing the 2007 budget projections.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Aging & Disability Services

One of Bayfield County's physically disabled Long Term Care clients has moved to Hayward. Per program guidelines, Bayfield County will continue to serve this client until Sawyer County can provide services.

C. Linder has submitted a request to the state that a nursing home diversion slot be transferred from a client who needed to be temporarily placed in a nursing home to a client who is currently on the waiting list. Using advice we received from state staff, we will then apply for a nursing home relocation slot to return the first client to the community once their health is restored.

In planning for an Aging and Disability Resource Center (ADRC) in Bayfield County, E. Skulan and C. Linder are communicating with the County Administrator to address space and accessibility needs.

Economic Support

The W-2 allocations for the 2008 contract are not available. The W-2 caseload remains steady at this time.

The federal reauthorization of Temporary Assistance to Needy Families (TANF) imposed strict requirements on states to develop policies and procedures to verify, document and supervise W-2 participant attendance in assigned activities. Economic Support staff recently met with Bev Belany from the regional office to clarify the new W-2 policies connected to the recent TANF authorization.

The 2007-2008 Wisconsin Home Energy Assistance Program (WHEAP) contract begins on October 1, 2007. Remaining crisis dollars from the 2006-2007 contract will be expended.

BadgerCare Plus, a proposed expansion of Medicaid coverage to families, is pending legislative and budget approval.

Monthly Reports

The monthly financial, training, and waiting list reports were reviewed and placed on file.

Staffing Update

One staff member is currently on extended FMLA.

The hiring committee conducted a telephone interview with one potential candidate for the Family Services Manager position. A face-to-face interview will be scheduled with this individual in the future. It is expected that second interviews will be offered to two candidates at that time.

Medical Assistance Transportation

Per IRS regulation, any reimbursement for volunteer driving in excess of \$.14 per mile is taxable income. If a volunteer driver's annual taxable reimbursement exceeds \$600, a Form 1099 must be issued. The committee reviewed a draft letter that will be sent to volunteer drivers explaining this regulation.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

2008 Aging Unit Plan Amendment

T. Gordon motioned to approve the 2008 Aging Unit Plan amendment as presented. Seconded by C. Henkel. Motion carried.

2008 Budget

The state legislature is overdue in adopting the budget for the 2007-2009 biennium. The committee reviewed letters issued by the Department of Administration Secretary Michael Moran, Secretary of the Department of Health and Family Services, Kevin Hayden, and an article regarding the proposed cuts to the state Medicaid program should no budget be approved before the end of the year.

The 2008 Human Service Department budget was reviewed by the County Administrator and forwarded to the Executive Committee. \$5,000 was cut from the capital improvement line item and \$80,000 for purchased services and \$125,000 for ADRC development was moved from county levy to a balance fund transfer line item.

Northwest Wisconsin-Long-Term Care Options (NW-LTCO)

Handouts from the September 10th NW-LTCO meeting were reviewed.

The committee reviewed a letter from DHFS Secretary, Kevin Hayden to WCHSA President, Cheryl Huenink & WCA Executive Director, Mark O'Connell regarding the county contribution required to support the Family Care program. Bayfield County's net contribution is now identified as \$507,979.

The committee was invited to attend a NW-LTCO Consortium meeting on October 1st. DHFS Secretary Kevin Hayden will make a formal presentation of the check which will fund the next phase of Planning to Implement Family Care in northwest Wisconsin.

Other

The 2007 161 Agreement with Red Cliff has been signed and returned.

Future Meeting Dates

Future meeting dates were scheduled as follows:

- October 25, 2007
- December 4, 2007
- January 24, 2008

Adjournment

C. Henkel motioned to adjourn. Seconded by J. Crandall. Motion carried. The meeting adjourned at 5:18 p.m.

Submitted by:

Denise Kontny

Denise Kontny
Financial Manager

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Board Members Present: Tom Gordon, Kenneth Jardine, Clarence Henkel, James Crandall, Wayne Williams, Ted Benson, Mary Podlesny (4:08 p.m.)

Members Excused: Pat Carver, Delores Kittleson

Staff Present: Elizabeth Skulan, Denise Kontny, Jeanine Spuhler, Carrie Linder, Tom Moran

Call to Order and Introductions

K. Jardine called the meeting to order at 4:00 p.m.

Review of the Tentative Agenda

There were no changes to the agenda.

Review of the August 21, 2007 Minutes

T. Gordon motioned to approve the August 21, 2007 minutes as presented. Seconded by C. Henkel. Motion carried.
--

Program Presentation

Tom Moran gave a presentation on and a tour of the Child Abuse Response Effort (CARE) Room. Earlier this year, Bayfield County received a grant in the amount of \$12,660.50 from the Department of Justice to upgrade the child forensic interview room. This room is used to videotape child forensic interviews in sexual and physical abuse cases to reduce secondary trauma to child victims.

Monthly Section Reports

Family Services

Tom Moran and Jeanine Spuhler staffed a DHS information table at the Lake Superior Elementary School open house on September 4th.

E. Skulan and members of the CST coordinating committee will be meeting with each of the four schools in Bayfield County to promote the CST program and obtain feedback on prior CST experiences.

The Mental Health Coordinator and the AODA Coordinator have explored the use of the new sober house in Ashland as a temporary placement for several clients with chronic alcohol/drug issues. To date, the house has not matched the needs of our clients.

Support Services

The Support Service Section is temporarily short staffed due to medical and family leaves.

E. Skulan and D. Kontny have recently spent a great deal of time preparing the 2007 budget projections.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Aging & Disability Services

One of Bayfield County's physically disabled Long Term Care clients has moved to Hayward. Per program guidelines, Bayfield County will continue to serve this client until Sawyer County can provide services.

C. Linder has submitted a request to the state that a nursing home diversion slot be transferred from a client who needed to be temporarily placed in a nursing home to a client who is currently on the waiting list. Using advice we received from state staff, we will then apply for a nursing home relocation slot to return the first client to the community once their health is restored.

In planning for an Aging and Disability Resource Center (ADRC) in Bayfield County, E. Skulan and C. Linder are communicating with the County Administrator to address space and accessibility needs.

Economic Support

The W-2 allocations for the 2008 contract are not available. The W-2 caseload remains steady at this time.

The federal reauthorization of Temporary Assistance to Needy Families (TANF) imposed strict requirements on states to develop policies and procedures to verify, document and supervise W-2 participant attendance in assigned activities. Economic Support staff recently met with Bev Belany from the regional office to clarify the new W-2 policies connected to the recent TANF authorization.

The 2007-2008 Wisconsin Home Energy Assistance Program (WHEAP) contract begins on October 1, 2007. Remaining crisis dollars from the 2006-2007 contract will be expended.

BadgerCare Plus, a proposed expansion of Medicaid coverage to families, is pending legislative and budget approval.

Monthly Reports

The monthly financial, training, and waiting list reports were reviewed and placed on file.

Staffing Update

One staff member is currently on extended FMLA.

The hiring committee conducted a telephone interview with one potential candidate for the Family Services Manager position. A face-to-face interview will be scheduled with this individual in the future. It is expected that second interviews will be offered to two candidates at that time.

Medical Assistance Transportation

Per IRS regulation, any reimbursement for volunteer driving in excess of \$.14 per mile is taxable income. If a volunteer driver's annual taxable reimbursement exceeds \$600, a Form 1099 must be issued. The committee reviewed a draft letter that will be sent to volunteer drivers explaining this regulation.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

2008 Aging Unit Plan Amendment

T. Gordon motioned to approve the 2008 Aging Unit Plan amendment as presented. Seconded by C. Henkel. Motion carried.

2008 Budget

The state legislature is overdue in adopting the budget for the 2007-2009 biennium. The committee reviewed letters issued by the Department of Administration Secretary Michael Moran, Secretary of the Department of Health and Family Services, Kevin Hayden, and an article regarding the proposed cuts to the state Medicaid program should no budget be approved before the end of the year.

The 2008 Human Service Department budget was reviewed by the County Administrator and forwarded to the Executive Committee. \$5,000 was cut from the capital improvement line item and \$80,000 for purchased services and \$125,000 for ADRC development was moved from county levy to a balance fund transfer line item.

Northwest Wisconsin-Long-Term Care Options (NW-LTCO)

Handouts from the September 10th NW-LTCO meeting were reviewed.

The committee reviewed a letter from DHFS Secretary, Kevin Hayden to WCHSA President, Cheryl Huenink & WCA Executive Director, Mark O'Connell regarding the county contribution required to support the Family Care program. Bayfield County's net contribution is now identified as \$507,979.

The committee was invited to attend a NW-LTCO Consortium meeting on October 1st. DHFS Secretary Kevin Hayden will make a formal presentation of the check which will fund the next phase of Planning to Implement Family Care in northwest Wisconsin.

Other

The 2007 161 Agreement with Red Cliff has been signed and returned.

Future Meeting Dates

Future meeting dates were scheduled as follows:

- October 25, 2007
- December 4, 2007
- January 24, 2008

Adjournment

C. Henkel motioned to adjourn. Seconded by J. Crandall. Motion carried. The meeting adjourned at 5:18 p.m.

Submitted by:

Denise Kontny

Denise Kontny
Financial Manager

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Board Members Present: Tom Gordon, Kenneth Jardine, Clarence Henkel, James Crandall, Wayne Williams, Ted Benson, Mary Podlesny (4:08 p.m.)

Members Excused: Pat Carver, Delores Kittleson

Staff Present: Elizabeth Skulan, Denise Kontny, Jeanine Spuhler, Carrie Linder, Tom Moran

Call to Order and Introductions

K. Jardine called the meeting to order at 4:00 p.m.

Review of the Tentative Agenda

There were no changes to the agenda.

Review of the August 21, 2007 Minutes

T. Gordon motioned to approve the August 21, 2007 minutes as presented. Seconded by C. Henkel. Motion carried.
--

Program Presentation

Tom Moran gave a presentation on and a tour of the Child Abuse Response Effort (CARE) Room. Earlier this year, Bayfield County received a grant in the amount of \$12,660.50 from the Department of Justice to upgrade the child forensic interview room. This room is used to videotape child forensic interviews in sexual and physical abuse cases to reduce secondary trauma to child victims.

Monthly Section Reports

Family Services

Tom Moran and Jeanine Spuhler staffed a DHS information table at the Lake Superior Elementary School open house on September 4th.

E. Skulan and members of the CST coordinating committee will be meeting with each of the four schools in Bayfield County to promote the CST program and obtain feedback on prior CST experiences.

The Mental Health Coordinator and the AODA Coordinator have explored the use of the new sober house in Ashland as a temporary placement for several clients with chronic alcohol/drug issues. To date, the house has not matched the needs of our clients.

Support Services

The Support Service Section is temporarily short staffed due to medical and family leaves.

E. Skulan and D. Kontny have recently spent a great deal of time preparing the 2007 budget projections.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

Aging & Disability Services

One of Bayfield County's physically disabled Long Term Care clients has moved to Hayward. Per program guidelines, Bayfield County will continue to serve this client until Sawyer County can provide services.

C. Linder has submitted a request to the state that a nursing home diversion slot be transferred from a client who needed to be temporarily placed in a nursing home to a client who is currently on the waiting list. Using advice we received from state staff, we will then apply for a nursing home relocation slot to return the first client to the community once their health is restored.

In planning for an Aging and Disability Resource Center (ADRC) in Bayfield County, E. Skulan and C. Linder are communicating with the County Administrator to address space and accessibility needs.

Economic Support

The W-2 allocations for the 2008 contract are not available. The W-2 caseload remains steady at this time.

The federal reauthorization of Temporary Assistance to Needy Families (TANF) imposed strict requirements on states to develop policies and procedures to verify, document and supervise W-2 participant attendance in assigned activities. Economic Support staff recently met with Bev Belany from the regional office to clarify the new W-2 policies connected to the recent TANF authorization.

The 2007-2008 Wisconsin Home Energy Assistance Program (WHEAP) contract begins on October 1, 2007. Remaining crisis dollars from the 2006-2007 contract will be expended.

BadgerCare Plus, a proposed expansion of Medicaid coverage to families, is pending legislative and budget approval.

Monthly Reports

The monthly financial, training, and waiting list reports were reviewed and placed on file.

Staffing Update

One staff member is currently on extended FMLA.

The hiring committee conducted a telephone interview with one potential candidate for the Family Services Manager position. A face-to-face interview will be scheduled with this individual in the future. It is expected that second interviews will be offered to two candidates at that time.

Medical Assistance Transportation

Per IRS regulation, any reimbursement for volunteer driving in excess of \$.14 per mile is taxable income. If a volunteer driver's annual taxable reimbursement exceeds \$600, a Form 1099 must be issued. The committee reviewed a draft letter that will be sent to volunteer drivers explaining this regulation.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

September 27, 2007

2008 Aging Unit Plan Amendment

T. Gordon motioned to approve the 2008 Aging Unit Plan amendment as presented. Seconded by C. Henkel. Motion carried.

2008 Budget

The state legislature is overdue in adopting the budget for the 2007-2009 biennium. The committee reviewed letters issued by the Department of Administration Secretary Michael Moran, Secretary of the Department of Health and Family Services, Kevin Hayden, and an article regarding the proposed cuts to the state Medicaid program should no budget be approved before the end of the year.

The 2008 Human Service Department budget was reviewed by the County Administrator and forwarded to the Executive Committee. \$5,000 was cut from the capital improvement line item and \$80,000 for purchased services and \$125,000 for ADRC development was moved from county levy to a balance fund transfer line item.

Northwest Wisconsin-Long-Term Care Options (NW-LTCO)

Handouts from the September 10th NW-LTCO meeting were reviewed.

The committee reviewed a letter from DHFS Secretary, Kevin Hayden to WCHSA President, Cheryl Huenink & WCA Executive Director, Mark O'Connell regarding the county contribution required to support the Family Care program. Bayfield County's net contribution is now identified as \$507,979.

The committee was invited to attend a NW-LTCO Consortium meeting on October 1st. DHFS Secretary Kevin Hayden will make a formal presentation of the check which will fund the next phase of Planning to Implement Family Care in northwest Wisconsin.

Other

The 2007 161 Agreement with Red Cliff has been signed and returned.

Future Meeting Dates

Future meeting dates were scheduled as follows:

- October 25, 2007
- December 4, 2007
- January 24, 2008

Adjournment

C. Henkel motioned to adjourn. Seconded by J. Crandall. Motion carried. The meeting adjourned at 5:18 p.m.

Submitted by:

Denise Kontny

Denise Kontny
Financial Manager