

**Bayfield County Human Services Board Meeting
County Board Room, Courthouse
June 19, 2008**

Board Members Present: Tom Gordon, Wayne Williams, Mary Podlesny, Dee Kittleson, Pat Carver, Ted Benson

Members Excused: Kenneth Jardine, Clarence Henkel, James Crandall

Others Present: Elizabeth Skulan, Denise Kontny, Jeanine Spuhler, Carrie Linder, Jan Karlen, Anita Haukaas, Mark Abeles-Allison, Lona Schmidt, Barb Swanson

Call to Order and Introductions

D. Kittleson 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 May 22, 2008 Minutes

Motion by T. Gordon, seconded by M. Podlesny to approve the May 22, 2008 minutes. Motion carried.

Open the Floor to Public Comment

The committee opened the floor to public comment.

Barb Swanson representing New Day Shelter spoke in favor of the support they receive from the department.

Program Presentation

Jeanine Spuhler gave a presentation on the BadgerCare Plus program.

Monthly Section Reports

Family Services

Reporting requirements for federally funded substance abuse program are becoming more stringent.

ABC Healthy Families has been awarded a \$50,000 yearly grant to provide follow-up services for referrals that are screened out by DHS. This grant is one of four grants that were awarded throughout the state.

Support Services

The audit begins on June 23rd.

Support Services staff are beginning to prepare the 2009 budget which will include the new ADRC budget.

**Bayfield County Human Services Board Meeting
County Board Room, Courthouse
June 19, 2008**

Aging & Disability Services

C. Linder met with Red Cliff Aging coordinator to discuss aging program coordination.

Information on the new Red Cliff Senior Housing unit was distributed.

Beginning July 10th, there will be a new weekly public transit route to Hayward.

Anita Haukaas has accepted the Family Services Manager position and will begin in that capacity on June 23rd. Her caseload is being transferred to other A&D staff members.

Economic Support

Gail Chapman from the regional office recently conducted an onsite review, primarily on the FoodShare program. Feedback was positive and a written summary will be forthcoming.

The Wisconsin Home Energy Assistance Program (WHEAP) for this heating season ended May 15th.

Monthly Reports

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

Staffing Update

Anita Haukaas has accepted the Family Services Manager position.

Michelle Ochsner has signed the posting for the social worker position in the Family Services Section that will be vacated as a result of a retirement.

With the implementation of a regional Family Care Program in 2009, one support staff position is at-risk. New support staff duties for 2009 will include ADRC support, regional fiscal agent and Birth-to-Three administrative functions.

Provider Input

A written summary of provider input was reviewed. This information will be used in developing the budget for 2009.

Authorization for Provider Assessment Policy

A draft policy defining the limits of reimbursement when more than a single assessment for the same type of service is requested in a twelve month period was reviewed.

M. Podlesny motioned, seconded by T. Gordon to approve the proposed policy as presented. Motion carried.

Family Support Program Policy

A draft policy to update how priorities are determined in the Family Support Program was reviewed.

T. Gordon motioned, seconded by P. Carver to approve the proposed policy as presented.
--

Bayfield County Human Services Board Meeting
County Board Room, Courthouse
June 19, 2008

Birth to Three Self-Assessment

The process and results of the first annual self-assessment were reviewed.

Aging & Disability Resource Center (ADRC)

Representatives of the five county regional ADRC continue to meet two times per month. Current ADRC planning efforts include the development of mission and vision statements, as well as contracting for a project manager to first assist in completing the state RFP and to develop regional policies and procedures and then to develop regional services for the first 18 to 24 months, after which the counties will analyze the continued need for a contract. It is estimated that the project manager will cost approximately \$3,000-\$5,000 for the RFP and policy development phase of the contract.

Locally, a committee is being formed to analyze and recommend space for the Bayfield County ADRC branch office. T. Gordon volunteered. C. Henkel has expressed interested in this matter. He will be contacted to confirm if he would like to participate on this committee.

Long-term Care District Board

The first official meeting of the Long-term Care District Board of Directors was held on June 2.

D. Kittleson updated the committee on action taken at the most recent Family Care Development Council meetings. Activities include the submission of the application to the state, planning to hire a CEO, and development of job descriptions.

Thirteen proposals from six counties were submitted in response to a request for proposal for office space for the MCO headquarters. The headquarters will be the primary location for the organization's administrative and local direct staff, estimated to be between 30-40 employees in the first year with the potential for growth. Bayfield County submitted a proposal for a location in Cable.

Close the Floor to Public Comment

The floor was closed to public comment.

Other

Article in North Country News – Volume 16, Issue 5 was reviewed.

Letters to providers regarding the collections/repayment policy were reviewed.

Future Meeting Dates

- July 24, 2008
- August 28, 2008 – budget review
- September 25, 2008

Adjournment

Motion by T. Gordon, seconded by W. Williams to adjourn. Motion carried.
--

The meeting adjourned at 5:27 p.m.

Submitted by Denise Kontny, Financial Manager