

**BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING**

**Emergency Operations Center**

**April 27, 2006**

**Board Members Present:** Marco Bichanich, James Crandall, Thomas Gordon, Clarence Henkel, Kenneth Jardine, Delores Kittleson, Mary Podlesny, Wayne Williams

**Members Excused:** Tom Allen

**Staff Present:** Elizabeth Skulan, Denise Kontny, Carrie Linder, Jan Karlen, Ann Green

**Call to Order and Introductions:**

The meeting was called to order by E. Skulan at 4:00 p.m.

**Review of the Tentative Agenda:**

There were no changes to the agenda.

**Election of Officers:**

E. Skulan entertained nominations for chairperson. C. Henkel motioned to nominate K. Jardine, seconded by T. Gordon. E. Skulan asked three times if there were any more nominations. Having no more nominations, a unanimous ballot was cast for K. Jardine for Chairman. All in favor, motion passed.

K. Jardine requested nominations for vice chair. T. Gordon motioned to nominate D. Kittleson, seconded by C. Henkel. K. Jardine asked three times if there were any more nominations. Having no more nominations, T. Gordon motioned to cast a unanimous ballot for Dee Kittleson. Seconded by C. Henkel. All in favor, motion passed.

**Review of the March 23, 2006 Minutes:**

The minutes of the March 23, 2006 meeting were reviewed.

D. Kittleson motioned to approve the March 23, 2006 minutes as presented. Seconded by C. Henkel. Motion carried.

**Program Presentation – General Relief**

A. Green gave a presentation on the General Relief Program. General Relief is an optional program counties may elect to offer individuals with no minor children who temporarily lack the resources to maintain or secure food, housing, fuel, electricity, water, clothing or medicine. General Relief is considered a program of last resort and requires that participants are actively seeking SSI or SSDI in order to be eligible.

**Monthly Section Reports:**

**Family Services**

The Foster Parent Appreciation luncheon is scheduled for May 15, 2006 from 12:00 – 1:00 p.m. in the EOC. Board members are invited to attend.

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The Washburn United Methodist Church donated \$200 toward the purchase of food baskets for Easter. In addition, the Iron River Coop, Johnson's, Andy's IGA, Peterson's Food, Rondeau's, and County Market grocery stores donated ham which was included in the food baskets and distributed to seven Bayfield County families.

Information on a Grandparents Raising Grandchildren support group was distributed.

**Economic Support**

The Economic Support Section is in the process of installing a scanner provided by the state to facilitate the electronic storage of client files. This process has been delayed a number of times due to incompatible technology. The goal of the state is to have paperless data files.

Wisconsin Home Energy Assistance Program (WHEAP) statistics for the years 2002-2006 were reviewed.

**Aging & Disability Services**

Anita Haukaas has been hired to fill the current vacancy in the A&D Section. She will begin employment on May 8, 2006.

The Adult Protective Services modernization bill has passed. This bill expands protection for all vulnerable adults aged 18 and older.

Effective July 1, 2006, changes to the Adult Family Home standards will be implemented.

**Support Services**

D. Kontny gave a general overview of the duties performed by the Support Services Section.

**Monthly Reports:**

The monthly 2005 Financial, Training, and Waiting List reports were reviewed.

C. Henkel motioned to approve the monthly reports. Seconded by D. Kittleson. Motion carried.

**Family Services Advisory Committee**

The committee reviewed Mary Skerik's application to the Family Services Advisory Committee.

T. Gordon motioned to approve Mary Skerik's application and appointment to the Family Services Advisory Committee. Seconded by M. Podlesny. Motion carried.

**W-2 Good Cause Policy**

The committee reviewed the draft W-2 Good Cause Policy dated 4/11/2006.

T. Gordon motioned to approve the W-2 Good Cause Policy as presented. Seconded by C. Henkel. Motion carried.

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**Hospital Billing Format 2006**

To date, the department has not received a legal opinion from DHFS to clarify what type of services counties are required to pay for emergency detentions. The department is awaiting the opinion to use to negotiate a 2006 contract with MMC for emergency detentions costs.

**New Provider Inquiry**

The committee reviewed a letter from SSI Independent Living Center, Inc. regarding their continued interest in being a service provider for Bayfield County.

**KKE Report**

KKE Inc. has been consulted to develop a plan to update the courtroom to address the lack of court security. The initial report from KKE was reviewed.

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

The committee reviewed a letter and position paper from several southwest counties to Secretary Helene Nelson regarding their concerns with the proposal to use tax levy for Family Care expansion.

**2007 Budget Preparation**

The provider input meeting is scheduled for May 25, 2006 at 2:30 p.m. – 3:30 p.m. prior to the regular monthly Human Services board meeting. Board members are encouraged to attend.

**Executive Session**

T, Gordon motioned to go into closed session pursuant to Wis. Stats. S.19.85(1)(c) to discuss personnel matters. Seconded by M. Podlesny. The roll call vote passed unanimously. The meeting convened in closed session at 5:42 p.m.

M. Podlesny motioned to resume in open session. Seconded by T, Gordon. The roll call vote passed unanimously. The meeting convened in open session at 5:57 p.m.

**Future Meeting Dates:**

The future meeting dates were scheduled as follows:

- May 25, 2006
- June 22, 2006
- July 27, 2006

**Adjournment:**

T. Gordon motioned to adjourn. Seconded by C. Henkel. Motion carried. The meeting adjourned at 5:58 p.m.

Submitted by:

Denise Kontny  
Financial Manager