

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

December 5, 2006

Board Members Present: Kenneth Jardine, Mary Podlesny, Pat Carver, James Crandall, Ted Benson, Clarence Henkel, Thomas Gordon, Wayne Williams, Delores Kittleson

Staff Present: Elizabeth Skulan, Denise Kontny, Carrie Linder, Jan Karlen, Ann Green, Jeanine Spuhler, Dianne Heapy, Denise Bailey

Call to Order and Introductions:

The meeting was called to order by K. Jardine at 4:00 p.m.

Review of the Tentative Agenda:

There were no changes made to the agenda.

Review of the October 26, 2006 Minutes:

T. Gordon motioned to approve the October 26, 2006 minutes as presented. Seconded by M. Podlesny. Motion carried.

Monthly Section Reports:

Aging & Disability Services

C. Linder attended a training for outreach on Medicare Part D.

Unable to locate a backup driver in a last minute situation, C. Linder recently filled in for the van driver for home delivered meals. It was a good opportunity to experience the home delivered meal route and meet with the clients.

C. Linder participated in a radio interview on the new legislation regarding adult protective services and guardianships.

Economic Support

Economic Support worker Jeanine Spuhler was offered and accepted the position of Economic Support Manager. She began cross-training with Ann Green on December 4, 2006.

Recruitment for the vacant Economic Support Specialist position has begun. Applications are due on Wednesday, December 13th.

The Electronic Case File scanning project is approximately 2/3 complete.

Support Services

Support Services staff continue to update the 2006 year-end projections. To date, the department is projected to be within budget.

2006 provider contract monitoring for amendments will be processed in the next few weeks.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

December 5, 2006

The 2007 provider contracts and client individual service plans (ISP) will be prepared. A new ISP format will be used in 2007. Staff are looking at ways to import client data into the new format.

Family Services

Partners in Alternate Care Education (P.A.C.E.) training is being co-facilitated by Ashland and Bayfield Counties for foster, kinship and adoptive parents beginning January 8, 2007. The agenda includes an overview of foster care, kinship, and adoption, family systems and abuse and neglect, discipline and behavior management, sexual abuse, and permanency issues.

Family Services staff facilitated the delivery of 12 food baskets to needy families for Thanksgiving.

Adopt-a-family for Christmas will be coordinated by the Family Services Section again this year.

Board members were invited to shadow Family Services workers to see first hand what Family Services staff do on a daily basis.

Program Presentation – Family Services Section, Day Care Certification

Denise Bailey gave a presentation on the daycare certification application process.

Monthly Reports:

The monthly 2006 Financial, Training, and Waiting List reports were reviewed and will be placed on file.

Family Support Program Policy

The Family Support Program was created to enable parents of children with disabilities to care for their children in their own homes, rather than placing them into institutions or other out of home placements. The board reviewed a proposed policy regarding the prioritization and utilization of Family Support Program funding.

T. Gordon motioned to approve the Family Support Program policy as presented. Seconded by C. Henkel. Motion carried.

Crisis Bed Admission and Funding Policy

Recognizing the fact that voluntary admission to a crisis unit may avoid an emergency detention, a policy defining when it might be appropriate to fund voluntary admissions to the crisis facility was created. The board reviewed the proposed policy.

C. Henkel motioned to approve the Crisis Bed Admission and Funding Policy as presented. Seconded by J. Crandall. Motion carried.

Emergency Protective Placement Designations

Wisconsin Statute 55.02 (2)(b) requires that each county designate at least one medical facility or protective placement facility as an intake facility for the purpose of emergency protective placements. It is recommended that MMC be designated as the facility.

BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

EOC

December 5, 2006

T. Gordon motioned to approve the recommendation that MMC be designated as Bayfield County's facility for the purpose of emergency protective placements. P. Carver seconded. Motion carried.

Family Services Advisory Committee Appointments

Nancy & Dale Johnson are interested in serving another term on the Family Services Advisory Committee.

M. Podlesny motioned to approve Nancy and Dale Johnson to the Family Services Advisory Committee for an additional two-year term. T. Gordon seconded. Motion carried.

Staffing Update

As discussed earlier, Jeanine Spuhler has accepted the position of Economic Support Manager effective December 4th.

Recruitment for the vacant Economic Support Specialist position includes state aptitude testing that will be conducted at WITC on Saturday, December 16, 2006. Applications are due December 13th. Interviews will likely take place after the first of the year.

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

C. Linder explained that if counties choose to opt out of LTC reform, they are still responsible for Chapters 51 and 55 which include adult protective services. Long term care funding was discussed.

The ADRC sub-committee has developed the following vision statement:

The Northwest Aging and Disability Resource Center is dedicated to providing comprehensive options that promote independence and quality of life.

Other

WCHSA Conference is scheduled for December 8, 2006.

Future Meeting Dates:

The future meeting dates were scheduled as follows:

- January 25, 2007 – J. Crandall and T. Benson will be absent.
- February 22, 2007
- March 22, 2007

Adjournment:

C. Henkel motioned to adjourn. Seconded by P. Carver. Motion carried. The meeting adjourned at 5:25 p.m.

Submitted by:

Denise Kontny
Financial Manager