

# BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

## EOC

January 25, 2007

**Board Members Present:** Kenneth Jardine, Mary Podlesny, Pat Carver, Clarence Henkel, Thomas Gordon, Delores Kittleson

**Excused:** James Crandall, Ted Benson, Wayne Williams

**Staff Present:** Elizabeth Skulan, Denise Kontny, Jeanine Spuhler

### **Call to Order and Introductions:**

The meeting was called to order by K. Jardine at 4:03 p.m.

### **Review of the Tentative Agenda:**

There were no changes made to the agenda.

### **Review of the December 5, 2006 Minutes:**

C. Henkel motioned to approve the December 5, 2006 minutes as presented. Seconded by T. Gordon. Motion carried.
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### **Program Presentation:**

Jeanine Spuhler gave a presentation on the Wisconsin Shares Child Care program. Wisconsin Shares is a child care subsidy program that provides child care funding for eligible families whose gross income is equal to or less than 185% of the federal poverty limit when they apply and up to 200% of the federal poverty level once eligibility has been determined. In 2006, Bayfield County served 88 families which included 144 children for a total of \$202,480.

### **Monthly Section Reports:**

#### **Aging & Disability Services**

The Aging and Disabilities Advisory Committee met on January 2<sup>nd</sup> and approved the development of a monthly meal site at the Iron River Community Center. The tentative start date will be the second Thursday in April.

One of the main objectives of the Elderly Nutrition Program is to target older adults who have the greatest economic or social need while paying particular attention to low-income, minority, and rural individuals. With that objective in mind, other areas of the county will be researched for suitable senior meal sites.

#### **Family Services**

Due to a larger than usual number of high school students who are interested in serving as Teen Court panelists, currently 15, the following changes have been made: 1) Teen Court will become a requirement, not an option, for youth who are referred for breaking the law; 2) while the priority is still first time offenders, the panel will increasingly look at those who have been referred more than once; and 3) part of the Teen Court requirements of youth will be to return in one month and report

# BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

## EOC

January 25, 2007

to the Teen Court panel about their progress in meeting the terms of their Deferred Prosecution Agreement. In order to fully use all of the Teen Court panelists, they will be divided into two groups, each hearing one new case and one review case.

The Family Services Section recently hosted the annual meeting with schools, law enforcement and the court system to discuss various issues related to working with children and families.

Family Services staff met with the Ashland-Bayfield County Clergy Association to give them information about the new mental health services available to Bayfield County residents; specifically, the 24-hour crisis line through Omne Clinic, and the crisis bed in Ashland operated by Northland Counseling Services.

### **Support Services**

2006 budget projections have been updated and will be presented with the monthly reports.

D. Kontny and Support Staff members spent time with the owner / programmer of the Visual WISSIS accounting program currently in use. The focus of the meeting was to recommend and develop enhancements to the software program to automate the extraction of data to prepare annual provider contracts and client Individual Service Plans. They also discussed the possible use of the Visual WISSIS billing module in anticipation of the collection / repayment policy process that is being developed this year. If successfully implemented, the proposed program changes will eliminate duplication of effort and will free up staff time to administer the collection / repayment duties.

### **Economic Support**

Six candidates have been interviewed for a new Economic Support Specialist worker to fill the vacancy that was created when J. Spuhler was promoted to E.S.S. Manager. Training is very intensive for new workers. Unless the county can contract with an on-site trainer, the new worker will need to attend state conducted training in Madison or Oshkosh.

### **Monthly Reports:**

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

### **Collection/Repayment Policy**

The board reviewed the first draft of the collections/repayment policy. The next step is to send it to the Red Cliff Tribe and providers for their input before a final draft of the policy is recommended to the Human Services Board. T. Gordon and D. Kittleson agreed to participate at meetings to be scheduled with these groups.

### **Family Support Program Policy**

The board reviewed a proposed change to the policy regarding the prioritization and utilization of Family Support Program funding. The change addresses new information regarding the requirements for annual reviews.

**BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING**

**EOC**

**January 25, 2007**

C. Henkel motioned to approve the changes to the Family Support Program policy as presented. Seconded by P. Carver. Motion carried.

**Superior Days Issues**

The committee reviewed summaries of the issues that will be presented by E. Skulan at the Department of Health and Family Services Agency Meeting at Superior Days in Madison on February 28<sup>th</sup>. Issues include:

- Developing low cost alternatives that will assist low income individuals to successfully provide proof of citizenship in order to establish eligibility for public assistance programs.
- Eliminate prior authorization for transportation for volunteer drivers, household members, and consumer drivers.
- Equalization of County contributions in long term care initiative.

**W-2 Steering Advisory Committee**

T. Gordon motioned to approve Ted Benson's appointment to the W-2 Steering Committee. Seconded by M. Podlesny. Motion carried.

**161 Agreement**

The committee reviewed a copy of a complaint filed with the State of Wisconsin by the Red Cliff Tribe regarding the annual 161 Agreement. The Tribe is requesting that the cap be eliminated from the agreement and also alleges that Bayfield County is refusing to fund court-ordered placements due to the lack of a signed agreement. At this time, it is still the County's position to include a cap in the 161 agreement, and to date, there have been no refusals to fund court-ordered placements.

**Staffing Update**

Six candidates were interviewed on January 12<sup>th</sup> for the vacant Economic Support Services worker position. Reference checks are being conducted on two qualified candidates.

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

The Communications Committee has organized two meetings to help better inform people about long-term care reform. On January 31<sup>st</sup>, providers are invited to a short presentation about the regionalization of long-term care and a panel of providers from Family Care counties who can speak about the transition of services in their area. A Q&A session will follow.

On February 15<sup>th</sup>, a meeting has been schedule for County Administrators, County Board Members, Human Services Board Members and local legislators. The meeting is co-hosted by the Wisconsin Counties Association and will feature WCA Legislative Director Craig Thompson.

**Other**

The WCHSA Conference was held on December 8, 2006. P. Carver shared information that was presented at the conference.

**BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING**

**EOC**

**January 25, 2007**

The WCHSA Spring Conference is scheduled for May 9-11 in Milwaukee. Conference information was distributed.

**Kudos to Staff**

E. Skulan shared an email that she received from a family member of two consumers seeking services from DHS. The email commended Denise Ruberg, Leslie Bratley, Jan Bergst, Linda Lindahl, and Ann Green for the efficiency and kindness shown while working with her family.

The board reviewed a letter from Patrick Cork, Area Administrator, DHFS Northern Regional Office, recognizing Bayfield County DHS in their efforts to complete the public participation process for budgeting and programming.

**Future Meeting Dates:**

The future meeting dates were scheduled as follows:

- February 22, 2007 – M. Podlesny, D. Kittleson & P. Carver will be excused.
- March 22, 2007
- April 26, 2007 - P. Carver will be excused.

**Adjournment:**

T. Gordon motioned to adjourn. Seconded by M. Podlesny. Motion carried. The meeting adjourned at 5:28 p.m.
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Submitted by:

Denise Kontny  
Financial Manager