

**BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING**

**EOC**

**February 22, 2007**

**Board Members Present:** Kenneth Jardine, Clarence Henkel, Thomas Gordon, James Crandall, Ted Benson, Wayne Williams

**Excused:** Delores Kittleson, Mary Podlesny, Pat Carver

**Staff Present:** Elizabeth Skulan, Denise Kontny, Jeanine Spuhler, Jan Karlen, Carrie Linder, Marianne Johnson

**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 made to the agenda.

**Review of the January 25, 2007 Minutes:**

C. Henkel motioned to approve the January 25, 2007 minutes as presented. Seconded by T. Gordon  
Motion carried.

**Program Presentation:**

Marianne Johnson gave a presentation on the home delivered meal program. Bayfield County currently contracts with Chartwells to prepare most of the meals. The meals are then delivered by county employees and volunteers. The home delivered meal program is funded with Older Americans Act (OAA) monies. The OAA requires that recipients of home delivered meals be given an opportunity to share in the cost of their meal. The suggested contribution is \$2.50 per meal; however, no one is denied service if unable to contribute. Bayfield County currently delivers 21,800 meals per year.

**Monthly Section Reports:**

**Economic Support**

Kay Ross began employment as an Economic Support Specialist effective February 12<sup>th</sup>. She will receive WHEAP training and will begin accepting WHEAP appointments in the near future.

**Support Services**

Support Service staff are primarily focused on closing out the financial reporting for 2006. Two major deadlines include the final report for long-term care services, which is due to the state on March 23<sup>rd</sup> and the final financial claim to the Department of Health and Family Services, which is due on March 28<sup>th</sup>.

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**Family Services**

Partners in Alternate Care Education (PACE) training designed for foster parents, kinship parents, and adoptive parents was held in January 2007. Trainings included orientation and overview of foster care, kinship, and adoption; teambuilding; family systems and abuse and neglect; and sexual abuse. The program is designed to give the parents the foundations to build skills they need to decrease disruptions, increase retention of foster families, enhance and promote the role of foster caregivers in the planning and delivery of services, and increase permanency for children and families.

Technological upgrades to the equipment in the child interviewing room are needed. Social Worker Tom Moran and Bryan Paulsen from the Sheriff's Department are taking the lead in requesting State funding to replace the outdated equipment. It does appear that funding will be available for the upgrades.

In 2006, high cost placement funds in the amount of \$195,000 were received to fund three Red Cliff tribal placements. As of the end of the year, there was approximately \$60,000 unspent. A request will be made to the state to carryover these funds to continue the payment of the ongoing high cost placements in 2007.

**Aging & Disability Services**

2007 provider contract rate changes continue to be processed.

A monthly congregate meal site established in Iron River is scheduled to begin serving in the near future.

**Monthly Reports:**

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

T. Gordon motioned to place the monthly financial, training and waiting list reports on file. Seconded by C. Henkel.
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**Child Abuse Response Effort (CARE) Interagency Protocol**

The committee reviewed a draft of an update to the CARE Interagency Protocol. The agreement was originally created and signed in 1997. Since then, there have been a number of statutory changes. The update includes changes that are required in our local agreement to comply with the new law.

**Jail Inmate Case Management**

Social Worker Chris Kobesko will be providing case management for jail inmates. Case management includes assessment, case plan development, and ongoing service coordination to gain access to necessary medical, social, treatment, vocational, educational and other services. The goals of this program include: decrease the amount of jail bed days; address chronic issues that increase the likelihood of jail recidivism; change individual behaviors that promote poor decision-making; and enhance the individual's quality of life.

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**Staffing Update**

A staff member's illness and flooding in the Aging & Disability Services section due to problems with the boiler system required some changes in that section of the building. The area has been cleaned, an additional vent has been added to one of the offices, changes are being made to the boiler system to prevent another instance of flooding, and air quality and air exchange standards are being tested in that area.

A Family Services staff member will be on family medical leave effective March 12<sup>th</sup>.

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

J. Crandall summarized the February 15, 2007 meeting held in Hayward.

**Other**

A State employee who measures quality assurance for the long-term care programs recently commended Social Worker Michele Ochsner for the work she provided to a specific consumer.

Bayfield County is currently in charge of sharing Wisconsin's 2006 Traveling Foster / Adoptive Quilt. The quilt will be shown at local libraries during the months of February and March 2007.

**Future Meeting Dates:**

The future meeting dates were scheduled as follows:

- March 29, 2007
- April 26, 2007 - P. Carver will be excused
- May 24, 2007

**Adjournment:**

T. Gordon motioned to adjourn. Seconded by C. Henkel. Motion carried. The meeting adjourned at 5:07 p.m.

Submitted by:

Denise Kontny  
Financial Manager