

<b>HUMAN SERVICES BOARD</b> <b>Thursday, January 14, 2010 – 5:00 p.m.</b> <b>Lower Level Lunch Room – Pierce County Office Building</b>  <b>STATE OF WISCONSIN</b> <b>COUNTY OF PIERCE</b>		
The Pierce County Human Services Board met in the Lower Level Lunch Room of the Pierce County Office Building, Ellsworth, WI. Chairman Reis called the meeting to order at 5:00 p.m.		Meeting convened
Members present:          Also present:	Dan Reis Ron Bartels Joyce Borgerding Greg Place Jim Ross Carolyn Sorenson Ogden Rogers Paul Barkla (Pierce County Board Chair)  Tammy Kincaid - Director Tami Billeter – Business Manager	Roll Call
Motion by Bartels, seconded by Borgerding, to approve the December 10, 2009 board meeting minutes. <i>Motion carried.</i>		Minutes
Chairman Reis called for public comments. There were none.		Public comments
<p>The Board reviewed Human Services Board Policy B-G-11. Discussions occurred regarding how the department surveys clients and the general citizenship for feedback about the Department’s programs and services. There were some questions about whether this has been happening and who should be responsible for this on an ongoing basis. Ms. Kincaid assured the Board that the clients and public are surveyed regularly and this information is in the Annual Report each year. Members agreed that both the Board and the Director should not have to complete this process. Motion by Rogers, seconded by Bartels to revise Human Services Board Policy B-G-11 to remove the word “and” where Board and Director exist, and replace it with a /. <i>Motion carried</i></p> <p>The Board also reviewed B-G-12 in regards to Board self-evaluation. According to the policy, performance accountability for the Board can only be maintained through self evaluation. This evaluation will happen in March. The Board agreed to do this at the March meeting. Chair Reis will be in contact with Tami Billeter to facilitate this process. No action was needed.</p>		Human Services Board Policies
Ms. Billeter presented the list of 2010 Purchase of Services Contracts to the Board. It was stated that this list could change throughout the year and the amounts are not a guarantee of payment. The Department only pay these amounts if services are provided. The funding for these services comes from a mix of county tax levy and other state and federal funding. Motion by Place, seconded by Rogers, to approve the 2010 Purchase of Service Contracts as presented. <i>Motion carried.</i>		2010 Purchase of Service Contracts

Approved 3/11/10

<p>Ms. Billeter reviewed the financial reports with the Board. She stated that the Department received an addendum in the amount of \$49,721 from the State for the Intoxicated Driver Program. It was expected that the Department would receive approximately \$30,000. Client collections are lower than anticipated. Placements in the Community Behavioral Health, Children Youth &amp; Families, and Juvenile Justice areas are at about half of what was anticipated. It is projected that the Department will end the year in the black. Final reconciliations will be taking place over the next couple of months. The Board received the information as presented.</p>	<p>Financial Report</p>
<p>The Department will begin working on the Annual Report for 2009.</p> <p>The agency will be having quarterly training in regards to Domestic Violence beginning in March. Following this training, managers will participate in a supervision, conflict resolution, and Code of Ethics training.</p> <p>On March 22, management staff will be providing a staff appreciation lunch in the Conference Rooms on the Human Services floor. Board members are invited and encouraged to attend.</p> <p>There will be a New Board Orientation on January 25, 2010 from 2:00-5:00 p.m. for all Human Services Board members who wish to attend.</p> <p>The agency had a potluck and cake to recognize six staff that have been with the County for 30 or more years.</p> <p>Dr. Platz has started with the Department. He will see clients every Thursday. He has been able to open up 18 new slots for clients on the wait-list.</p> <p>The Economic Support Unit had a Food Share Management Evaluation Review last year. The Department received a memo from the State which concluded the review. The Department did not receive any mandatory corrective actions. The memo also thanked the staff for their excellent work.</p> <p>There are approximately 18,000 people on the wait-list for the BadgerCare Core Plan. Currently, there are 197 Pierce County residents on the plan.</p> <p>The Energy Assistance program saw an increase in demand at the beginning of the season, but that increase has since leveled off.</p> <p>Child Support collected \$4,782,795 in 2009. They also learned that they will be getting about \$100 for every case for which they enter private health insurance.</p> <p>Interviews took place for the vacant Juvenile Justice Social Worker position. The position was offered and accepted. The new worker will</p>	<p>Director's Report</p>

Approved 3/11/10

start on February 1, 2010. The Economic Support position ad will be going out soon. The Department received approval to administer a test that the selected applicants must pass prior to being chosen for an interview.	
None at this time.	Future agenda items
The next meeting of the Pierce County Department of Human Services Board is scheduled for Thursday, February 11, 2010, at 5:00 p.m. in the Lower Level Lunch Room of the Pierce County Office Building. Tami Billeter exited the meeting at 5:35 p.m.	Next meeting date
Motion by Rogers, seconded by Borgerding, with a unanimous roll call vote to convene into closed session pursuant to Section 19.85(1)(c) Wisconsin Statutes, for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Human Services Director's annual performance evaluation. <i>Motion carried.</i>  Motion by Rogers, seconded by Borgerding, with unanimous roll call vote to return to open session.  Motion by Rogers, seconded by Borgerding, to approve the consolidated evaluation form with exceeds expectations as overall performance rating and recommend a step increase. <i>Motion carried.</i>	Closed Session
Motion by Rogers, seconded by Place, that the meeting be adjourned at 6:30 p.m. <i>Motion carried.</i>	Adjournment

Respectfully Submitted,

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Tami Billeter

<b>HUMAN SERVICES BOARD</b> <b>Thursday, March 11, 2010 – 5:00 p.m.</b> <b>Lower Level Lunch Room – Pierce County Office Building</b>		
<b>STATE OF WISCONSIN</b> <b>COUNTY OF PIERCE</b>		
<p>The Pierce County Human Services Board met in the Lower Level Lunch Room of the Pierce County Office Building, Ellsworth, WI. Chairman Reis called the meeting to order at 5:00 p.m.</p>		<p>Meeting convened</p>
<p>Members present:</p>	<p>Dan Reis                      Ron Bartels                      Joyce Borgerding                      Jim Ross                      Carolyn Sorenson                      Ogden Rogers</p>	<p>Roll Call</p>
<p>Also present:</p>	<p>Tammy Kincaid - Director                      Tami Billeter – Business Manager                      Kim Thompson - CBH Program Manager                      Cassandra Malloy – CYF Program Manager</p>	
<p>Motion by Bartels, seconded by Borgerding, to approve the January 14, 2010 board meeting minutes. <i>Motion carried.</i></p>		<p>Minutes</p>
<p>Chairman Reis called for public comments. There were none.</p>		<p>Public comments</p>
<p>The Family Resource Center of St. Croix Valley is a non-profit organization that meets with families in Pierce County. They offer parent education services to several counties in Western Wisconsin. They provided services to Pierce County in the amount of \$37,966 in 2009 for a total of 123 families being served. The Resource Center does receive some funding for these services, but the amount that was unfunded for Pierce County for 2009 was \$11,806.68. Ms. Kincaid stated that these are preventative services that are provided for a very low cost. Although this expense was not budgeted in 2009, she asked the Board to consider funding these services for 2009 with 2009 surplus levy. The Department will be contracting with the Family Resource Center in 2010 for some mandated expenses with newly awarded Alternative Response funding. The Board discussed the County’s obligation to fund these services in regards to the fact that this was an unbudgeted item in 2009. Motion by Borgerding, seconded by Sorenson, to recommend a payment of \$11,806.68 to the Family Resource Center of St. Croix Valley from the 2009 Human Services surplus levy. <i>Motion carried with Bartels and Ross opposed. Rogers abstained from the vote.</i></p>		<p>Family Resource Center</p>
<p>Wisconsin Statute §46.036(5m)(F) requires that an audit be obtained from all service providers in which expenses exceed \$25,000 in one year. In many instances, the cost of an audit causes a hardship for providers. This cost is then passed on down to the purchaser in terms of rate setting. Pierce County previously had an exemption from this mandate. It expired in 2009. This request would increase the service threshold from \$25,000 to \$75,000. This appeal for exemption, if approved, would be in effect for four years. Motion by Ross, seconded by Rogers, to recommend to the</p>		<p>Appeal for Exemption from State Audit Mandate §46.036(5m)(F) Wisconsin Statutes</p>

<p>Finance and Personnel Committee for Appeal for Exemption from State Audit Mandate §46.036(5m)(F), Wisconsin Statutes. <i>Motion carried.</i></p>	
<p>Ms. Billeter presented the computer purchase request to the Board. She stated that computers are replaced every five years and that this expense has been budgeted. The request is for eight desktop computers without monitors, one desktop computer with a monitor, and three laptop computers. The total cost of these computers is about \$6,784 based on the current pricing. Motion by Rogers, seconded by Borgerding, to approve the purchase of new computers. <i>Motion carried.</i></p>	<p>2010 Computer Purchases</p>
<p>Ms. Kincaid asked the board to consider sending the Children’s Services Manager to Kentucky to participate in the National Citizen Review Panel Conference which would be completely reimbursed by the Citizen Review Panel funding. There will be three members of the Citizen Review Panel attending as well. Motion by Rogers, seconded by Borgerding, to approve the out of state travel/training request to send Cassandra Malloy to Kentucky for the National Citizen Review Panel Conference. <i>Motion carried.</i></p>	<p>Out of State Travel Request</p>
<p>Ms. Kincaid reviewed the 2009 Annual Report with the board. She stated that the Department continues to provide more services with less funding. The Aging and Disability Resource Center (ADRC) has been very busy and the number of people receiving services in this area will continue to grow. There may be a need to expand the ADRC in the future. Placements in all areas have been significantly lower than previous years; however this may likely be a blip rather than a trend. The Department continues to provide more services to kids, but they are less expensive services. The Board complimented the staff on the report. Motion by Rogers, seconded by Borgerding, to accept the 2009 Human Services Annual Report. <i>Motion carried.</i></p>	<p>2009 Annual Report</p>
<p>The Board discussed the process of the Human Services Board self-evaluation. This evaluation was a result of the strategic planning process that was conducted a few years ago. The Board briefly went through each question of the evaluation and decided to set some time aside for future meetings to discuss in detail more specifically some of the items. The formal answers will be typed up by department staff and distributed to all of the members. Motion by Ross, seconded by Borgerding, to approved the Human Services self-evaluation. <i>Motion carried.</i></p>	<p>Human Services Board Self-Evaluation</p>
<p>Ms. Billeter reviewed the financial reports with the Board. She stated that the final unaudited financial report for 2009 would be available for review at the next board meeting. Placements in all areas were about 50% of the appropriated amounts which accounts for most the department’s surplus. All reconciliations need to be completed by the end of March. The January 2010 report was also available. There was one child placed in a Residential Care Center recently which will cost over \$100,000 for the year. The Board received the information as presented.</p>	<p>Financial Report</p>
<p>Jim Ross recently attended the Human Services Awareness Day conference in Madison. Mr. Ross and the Director from St. Croix County met with legislators and staff. One of the hot topics discussed was the issue of juvenile court jurisdiction. The plan would be to move 17-year olds out of the Department of Corrections and into Human Services. If this happened, costs would exceed \$70 million dollars for counties. Many argued that this could not be mandated without funding. At this point, it doesn’t look like</p>	<p>Director’s Report</p>

Approved 5/18/10

<p>this change will happen. Another issue discussed was the use of federal stimulus funds that have been used to back-fill the loss of revenue to counties. Discussions occurred in regards to whether the state will fill this gap when the stimulus funds are no longer available. This issue will be researched.</p> <p>The idea of regionalization of services continues to move forward. Some counties have already begun sharing Economic Support services. There are options being discussed relative to regionalization of services in Mental Health as well.</p> <p>The Department has been experiencing some difficulties with Pierce Pepin Cooperative. The costs are significantly higher than other providers specifically Excel Energy. Staff have commented that clients have struggled to get help directly from Pierce Pepin even when Economic Support staff are assisting them. The late fee structure for those who are unable to pay makes it almost impossible to catch up. Mr. Reis committed to speaking to someone at Pierce Pepin about these issues.</p>	
None at this time.	Future agenda items
The next meeting of the Pierce County Department of Human Services Board is scheduled for Wednesday, April 7, 2010, at 5:00 p.m. in the Lower Level Lunch Room of the Pierce County Office Building.	Next meeting date
Motion by Rogers, seconded by Ross, that the meeting be adjourned at 6:55 p.m. <i>Motion carried.</i>	Adjournment

Respectfully Submitted,

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Tami Billeter



Approved 6/10/10

<p>Kincaid reported concerns of using crisis funds for reconnect fees, rather than energy costs. Mr. Dokkestul stated an interest in working with Human Services department staff to work on some of these concerns. Heather Rewey-Conway will follow-up with Mr. Dokkestul.</p>	
<p>Heather Rewey-Conway, the new acting Supervisor of the Economic Support Unit, was available to discuss the local impact of Economic Support Services. The benefits expended through Economic Support not only help residents, but also help support local businesses such as grocery and convenience stores, hospitals and clinics, child care providers, funeral homes, and electric and heat vendors. Economic Support receives a 50 percent federal match on expenses, including Human Services operational expenses.</p>	<p>Local Impact of Economic Support Services</p>
<p>Victoria Cain and Michelle Lloyd, social work interns from the University of River Falls, presented their research findings in regards to the recidivism rate of juvenile offenders in Pierce County as well as the Community Response Program of Pierce County, respectively. The board thanked them for sharing their research.</p>	<p>Presentation of Research Findings – UW RF Student Interns</p>
<p>Ms. Billeter reviewed the 2009 and March 2010 financial reports with the Board. Human Services ended 2009 in the black with a projected balance of approximately \$900,000. This is due to placements in all areas being at about 50% of the appropriated amount for the year as well as revenues received being higher than expected. The department received more funding in areas such as the Aging and Disability Resource Center, Children’s Long-Term Support waivers, and the Intoxicated Driver Program. Human Services is currently at 19% of budgeted expenditures through March, 2010; however there is a placement in the Juvenile Justice Unit that is costing the Department about \$10,000 per month. The Board received the information as presented.</p>	<p>Financial Report</p>
<p>Child Support has achieved 100% compliance for the first time. This can be partially attributed to the fact that stimulus funds are being used for overtime to assist with reducing orders.</p> <p>Ronda Brown-Anderson, former Economic Support Supervisor, has left Pierce County to work for St. Croix County. Pierce County will be trading time with St. Croix County as their Financial Manager position is vacant. Tami Billeter will be assisting St. Croix County with financial reporting in exchange for Ronda’s time in Pierce County.</p> <p>There was a death of a child on a caseload in the Child Protective Services Unit. The cause of death was determined to be natural causes by the hospital’s medical examiner. Pierce County was involved to assure the safety of the other child in placement at the home. The Board commended Ms. Kincaid’s response to the situation and thanked her for notifying them when it occurred.</p> <p>There is one child in placement at a Residential Care Facility in the Juvenile Justice Unit. This is a costly placement that could continue throughout the year. The unit has also seen an increase of teenage girls</p>	<p>Director’s Report</p>

Approved 6/10/10

<p>on the run.</p> <p>Kim Thompson, Community Behavioral Health Program Manager, is participating in a study group to look at options for providing Mental Health and AODA services. One of the possibilities is a Family Care model. The state is looking for pilot counties to begin in the fall.</p> <p>Ms. Kincaid attended the Wisconsin County Human Service Association Conference in May. Regionalization of services was the focus of the conference.</p> <p>The State of Wisconsin gave a laptop with a webcam to the Aging and Disability Resource Center in order to reduce the need for traveling to Madison for meetings; however the county's Information Services Department does not support non-county owned equipment. There will be a physical plant survey completed at the next ADRC Governing Board meeting.</p> <p>Lincoln Hills and Ethan Allen Correctional Facilities for juveniles will be closing due to a decrease in placements. Pierce County has not had anyone in placement at either facility in many years.</p>	
<p>-Request for increase in hours for the Drug Court Coordinator position. -National training request for the Drug Court Coordinator. -Senior citizen designated parking for the Aging and Disability Resource Center</p>	Future agenda items
<p>The next meeting of the Pierce County Department of Human Services Board is scheduled for Thursday, June 10, 2010, at 5:00 p.m. in the Lower Level Meeting Room of the Pierce County Office Building.</p>	Next meeting date
<p>Motion by Barkla, seconded by Borgerding, that the meeting be adjourned at 6:45 p.m. <i>Motion carried.</i></p>	Adjournment

Respectfully Submitted,

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Tami Billeter

**HUMAN SERVICES BOARD**  
**Thursday, July 8, 2010 – 5:00 p.m.**  
**Lower Level Meeting Room – Pierce County Office Building**

**STATE OF WISCONSIN**  
**COUNTY OF PIERCE**

<p>A Public Hearing was held on Thursday, July 8, 2010, for the purpose of receiving the public’s input relative to the 2011 Human Services budget.</p>	<p>Public Hearing</p>				
<p>The Pierce County Human Services Board met in the Lower Level Lunch Room of the Pierce County Office Building, Ellsworth, WI. Chairman Reis called the meeting to order at 5:37 p.m.</p>	<p>Meeting convened</p>				
<table border="0"> <tr> <td data-bbox="164 527 310 898"> <p>Members present:</p> </td> <td data-bbox="310 527 1105 898"> <p>Dan Reis  Greg Place  Carolyn Sorenson  Jim Ross  Ron Bartels  Jon Aubart  Ogden Rogers  Joyce Borgerding  Paul Barkla</p> </td> </tr> <tr> <td data-bbox="164 898 310 1075"> <p>Also present:</p> </td> <td data-bbox="310 898 1105 1075"> <p>Tammy Kincaid - Director  Tami Billeter – Business Manager  Julie Krings – Children, Youth, and Families Program Manager</p> </td> </tr> </table>	<p>Members present:</p>	<p>Dan Reis  Greg Place  Carolyn Sorenson  Jim Ross  Ron Bartels  Jon Aubart  Ogden Rogers  Joyce Borgerding  Paul Barkla</p>	<p>Also present:</p>	<p>Tammy Kincaid - Director  Tami Billeter – Business Manager  Julie Krings – Children, Youth, and Families Program Manager</p>	<p>Roll Call</p>
<p>Members present:</p>	<p>Dan Reis  Greg Place  Carolyn Sorenson  Jim Ross  Ron Bartels  Jon Aubart  Ogden Rogers  Joyce Borgerding  Paul Barkla</p>				
<p>Also present:</p>	<p>Tammy Kincaid - Director  Tami Billeter – Business Manager  Julie Krings – Children, Youth, and Families Program Manager</p>				
<p>Motion by Ross, seconded by Aubart, to approve the June 10, 2010 board meeting minutes with minor name spelling changes. <i>Motion carried.</i></p>	<p>Minutes</p>				
<p>Chairman Reis called for public comments. There were none.</p>	<p>Public comments</p>				
<p>There was no need for the new members to take the Oath of Office specifically for the Human Services Board as it was already taken for the full County Board. Ronald Bartels’ term is a 3-year term which began 4/20/10. Jonathan Aubart’s term is a 1-year term which began 4/20/10.</p>	<p>Oath of Office</p>				
<p>Ms Kincaid reviewed the confidentiality agreement from the Pierce County Department of Human Services Policy and Operations Manual, policy number B-G-09, with the board. Board members are required to read and sign the agreement as they receive confidential information.</p>	<p>Renewal of Confidentiality Agreements</p>				
<p>Ms. Kincaid addressed the request to reclassify the HS Business Manager position to Operations Manager under the county Finance Department. With the vacancies of the Business Manager position in Human Services and the Account Manager in the Highway Department, there is an interest in a unified Finance Department. This position would still be would be focused in Human Services; however other county finance duties have been added to it in order to cross train financial positions within the county. Motion by Rogers, seconded by Ross, to approve the reclassification of the Business Manager position in Human Services to Operations Manager under the county Finance Department and forward to the Finance and Personnel Committee for</p>	<p>Reclassification of Business Manager Position</p>				

consideration. <i>Motion carried.</i>	
Motion by Rogers, seconded by Borgerding, to approve the updated Human Services Staffing Plan and to forward to the Finance and Personnel Committee for consideration. <i>Motion carried.</i>	Staffing Plan
Julie Krings, Children, Youth and Families Program Manager, was present to discuss the proposal for a Juvenile Justice Risk Assessment tool. This tool will assist the unit in assessing risk for youth on the likelihood of a re-offense and will help to identify where resources should be focused. Future funding will be contingent upon adopting a valid and reliable risk assessment tool. Pierce County is coordinating with St. Croix County, Chippewa County, and Eau Claire County in order to share resources. The group did some research and have made the decision to go with the JAIS tool (Juvenile Assessment and Intervention System) which is based out of Madison, WI and is a web-based tool. The total cost for Pierce County to implement the tool is \$11,700. A portion of the cost will be funded by grants and the rest of it will be paid for by a redistribution of county levy within the HS budget. The board received the information as presented.	Juvenile Risk Assessment Tool
The 2009 audit is almost complete. The preliminary figures show that Human Services will have a net fund balance of about \$761,000. The schedule of vouchers was available for review. The board received the information as presented.	Financial Report
Regionalization discussions still continue; however there are no formal plans at this time.  The department has begun working on the 2011 budget. The departments were instructed to prepare cost to continue budgets. This means that the standing committees will be making decisions relative to balancing the budget.	Director's Report
2011 budget presentation	Future agenda items
The next meeting of the Pierce County Department of Human Services Board is scheduled for Thursday, August 12, 2010, at 5:00 p.m. in the Lower Level Meeting Room of the Pierce County Office Building.	Next meeting date
Motion by Place, seconded by Rogers, that the meeting be adjourned at 6:20 p.m. <i>Motion carried.</i>	Adjournment

Respectfully Submitted,

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Tami Billeter



Approved 9/9/10

<p>levy of \$72,368. The only options left to consider would result in staff layoffs, reduction in work hours or furlough days. A list of these options was made available to the board for review. Members of the board requested that the impact of each option be made available at the next meeting in order to assist them with a decision. Motion by Rogers, seconded by Ross, to defer action on the approval of the 2011 Human Services budget. <i>Motion carried.</i></p>	
<p>Ms. Billeter reviewed the June 2010 financial reports with the board. Expenditures continue to be below target for the year. Placements in each area remain well below target as well. The schedule of vouchers was made available for the board to review. The board received the information as presented.</p>	<p>Financial Report</p>
<p>An evidence-based training session was put on by the Juvenile Justice Unit. It was well-attended and the unit has received very good feedback about the training. This training was paid for by the Juvenile Accountability Block Grant funding.</p> <p>The managers and lead workers have been working on ethics policies and the mission statement for the department. This includes expectations for staff. This information will be presented to the board for approval at a future meeting.</p> <p>There was an article in the River Falls Journal in regards to the legalities of teen sexual behaviors. The department has been contacted by the KSTP television channel. They were interested in the article and would like to interview department staff.</p> <p>There has been an accident with one of the volunteer drivers who was transporting a family to an appointment. Nobody was seriously injured. This has been the first accident in 34 years.</p> <p>The Finance and Personnel Committee is working on a policy to address out of county training. If approved, every employee would need to get prior authorization from the standing committee for any out of county travel that is not client related. Each employee would also need to provide a short written summary of the meeting/training for the committee to review. Ms. Kincaid distributed a summary of people who have attended out of county training in the last 30 days.</p>	<p>Director's Report</p>
<p>2011 Human Services Budget</p>	<p>Future agenda items</p>
<p>The next meeting of the Pierce County Department of Human Services Board is scheduled for Thursday, September 9, 2010, at 5:00 p.m. in the Lower Level Meeting Room of the Pierce County Office Building.</p>	<p>Next meeting date</p>
<p>Motion by Rogers, seconded by Sorenson, that the meeting be adjourned at 6:20 p.m. <i>Motion carried.</i></p>	<p>Adjournment</p>

Respectfully Submitted,

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Tami Billeter

<b>HUMAN SERVICES BOARD</b> <b>Thursday, September 9, 2010 – 5:00 p.m.</b> <b>Lower Level Meeting Room – Pierce County Office Building</b>		
<b>STATE OF WISCONSIN</b> <b>COUNTY OF PIERCE</b>		
The Pierce County Human Services Board met in the Lower Level Meeting Room of the Pierce County Office Building, Ellsworth, WI. Chairman Reis called the meeting to order at 5:02 p.m.		Meeting convened
Members present:     Also present:	Dan Reis Carolyn Sorenson Jim Ross Ron Bartels Ogden Rogers Joyce Borgerding  Tammy Kincaid - Director Tami Billeter – Business Manager Julie Krings – Children, Youth, and Families Program Manager Kim Thompson – Community Behavioral Health Program Manager Kathy Hass – ADRC/Office on Aging Program Manager Megan Smith – Social Worker Joy Lynn George – Social Worker	Roll Call
Motion by Rogers, seconded by Borgerding, to approve the August 12, 2010 board meeting minutes. <i>Motion carried.</i>		Minutes
Chairman Reis called for public comments. There were none.		Public comments
Since the last Human Services Board meeting, the managers have met with Ms. Kincaid to discuss options to achieve the 3.4% decrease in levy request. It was determined that the Accounting Assistant position in Office on Aging and the ADRC can be moved from 50% levy funding to full grant funding out of the transportation services grant. This results in a savings of \$29,111. Since the last three years the department has returned unspent levy to the general fund, it was decided that an option might be to further reduce the placement budget so that staffing hours do not need to be unnecessarily reduced. Ms. Kincaid proposed taking the additional levy needed from the placement budget, provided it does not go below the lowest year actual expenditures. The actual placement costs over the last five years were presented to the board for review. She also recommended that the department monitor the placement expenditures in 2011 on a monthly basis. If it becomes clear at any point in the year that the department will not be able to meet the budget target, the Board can choose other options to reduce expenditures to the extent actually needed rather than to make a guesstimate at this time. Members of the Board thanked the management team for laying out the options in a manner that could be understood. Motion by Rogers, seconded by Ross, to approve the 2011		2011 Human Services Budget

Approved 10/14/10

Human Services budget request as presented and forward to Finance and Personnel for consideration. <i>Motion carried.</i>	
Ms. Billeter reviewed the July 2010 financial reports with the board. Expenditures continue to be below target for the year. Placements in each area remain well below target as well. The schedule of vouchers was made available for the board to review. The board received the information as presented.	Financial Report
There will be a recovery celebration at 12:00 p.m. on Thursday, September 16 <sup>th</sup> in the Lower Level Lunch Room and Meeting Room. The proceeds will be used for recovery incentives.  There will be a free Mental Health training on September 28 <sup>th</sup> and October 5 <sup>th</sup> at UW-River Falls.	Director's Report
Comparison of Kids count with other counties	Future agenda items
The next meeting of the Pierce County Department of Human Services Board is scheduled for Thursday, October 14, 2010, at 5:00 p.m. in the Lower Level Meeting Room of the Pierce County Office Building.	Next meeting date
Motion by Rogers, seconded by Ross, that the meeting be adjourned at 5:23 p.m. <i>Motion carried.</i>	Adjournment

Respectfully Submitted,

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Tami Billeter

<b>HUMAN SERVICES BOARD</b> <b>Thursday, October 14, 2010 – 5:00 p.m.</b> <b>Lower Level Meeting Room – Pierce County Office Building</b>		
<b>STATE OF WISCONSIN</b> <b>COUNTY OF PIERCE</b>		
<p>The Pierce County Human Services Board met in the Lower Level Meeting Room of the Pierce County Office Building, Ellsworth, WI. Chairman Reis called the meeting to order at 5:00 p.m.</p>		<p>Meeting convened</p>
<p>Members present:</p> <p>Also present:</p>	<p>Dan Reis  Greg Place  Carolyn Sorenson  Jim Ross  Ron Bartels  Ogden Rogers  Jon Aubart</p> <p>Tammy Kincaid - Director  Tami Billeter – Operations Manager  Kim Thompson – Community Behavioral Health Program Manager</p>	<p>Roll Call</p>
<p>Motion by Ross, seconded by Bartels, to approve the September 9, 2010 board meeting minutes. <i>Motion carried.</i></p>		<p>Minutes</p>
<p>Chairman Reis called for public comments. Jon Aubart commented about a recent incident with a child. He commended Social Worker, Jennelle Wolf, for her great work with the situation. She went above and beyond the call of duty to ensure the child’s safety.</p>		<p>Public comments</p>
<p>Kim Thompson was available to discuss Mental Health Services in Pierce County with the board. The Crisis Diversion Program has been in place since February 1, 2010. This program consists of mobile crisis and on-call services. Pierce County is currently contracting with Northwest Connections to provide these services. In 2010, there have been 89 diversions out of 159 potential commitments. This program has proven to be very successful. Pierce County is in the process of completing the application to become a certified crisis program. This means that Pierce County will be able to bill Medical Assistance for those who have it and will be reimbursed for follow-up services provided by a case manager. Recently, Ms. Thompson participated in a statewide collaborative work group which focuses on delivery service, eligibility, and providing core benefits for mental health and substance abuse. The state has asked for RFI’s – proposals to offer core benefits using a multi-county approach. There are seven counties involved in this collaborative: Pierce, Pepin, Chippewa, Eau Claire, Barron, Buffalo, and Polk. There is a location in Chippewa Falls that the group is looking at for psychiatric recovery, social detox services, and recovery groups. The group will be submitting a RFI to be prepared when an opportunity comes along for collaborative services.</p>		<p>Mental Health Services in Pierce County</p>
<p>Ms. Kincaid presented information from the Kids Count Census provided by the Annie E. Casey Foundation. She compared data from Pierce</p>		<p>Kids Count Data Presentation</p>

Approved 12/9/10

<p>County with surrounding counties in Wisconsin as well as Minnesota. She noted that Pierce County has slightly less diversity than other counties in the area. Pierce County has the highest median family income compared to the surrounding counties. The fair market rent in Pierce County is significantly higher than the compared counties with 45% of the population unable to afford the fair market rate. The hourly wage needed per family to meet basic needs is \$17 per hour which is higher than all of the surrounding counties. There are 7% of the children in Pierce County living in poverty and 5% living in extreme poverty. The Board thanked Ms. Kincaid for the information.</p>	
<p>The IT department has budgeted for the next two years to purchase Microsoft Office 2010 licenses. Human Services is not part of this budget as funding is available to pay for a portion of this expense from various funding sources. The State of WI is also looking at upgrading to the 2010 version as well. Since many files are shared between the state and Human Services, it would be beneficial for the department to consider purchasing these licenses. Expenditures are below target for the year so it is recommended that the board consider the purchase of these licenses in the 2010 budget year. Motion by Place, seconded by Ross, to approve the purchase of Microsoft Office 2010 licenses. <i>Motion carried.</i></p>	<p>Microsoft Office Licenses</p>
<p>Ms. Billeter reviewed the August 2010 financial reports with the board. Expenditures continue to be below target for the year. Placements in each area remain well below target as well. The schedule of vouchers was made available for the board to review. The board received the information as presented.</p>	<p>Financial Report</p>
<p>Human Services leadership staff has made a proposal to change the mission statement for the department. Ms. Kincaid reviewed the proposal with the board. The board said that they would like to see the current mission statement side-by-side with the new mission statement before any action is taken. Ms. Kincaid will provide this at the next board meeting. No action was taken.</p>	<p>Human Services Mission Statement</p>
<ul style="list-style-type: none"> <li>• Pierce County has seen the first prison sentence for Child Support.</li> <li>• Juvenile Justice cases have increased.</li> <li>• Mental Health Collaborative meetings continue to take place.</li> <li>• Child Support funding is being cut. The impact for Pierce County is not yet known.</li> </ul>	<p>Director's Report</p>
<p>Vision and Mission Statements for Human Services</p>	<p>Future agenda items</p>
<p>The next meeting of the Pierce County Department of Human Services Board is scheduled for Wednesday, November 10, 2010, at 5:00 p.m. in the Lower Level Meeting Room of the Pierce County Office Building.</p>	<p>Next meeting date</p>
<p>Motion by Rogers, seconded by Ross, that the meeting be adjourned at 6:21 p.m. <i>Motion carried.</i></p>	<p>Adjournment</p>

Respectfully Submitted,

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Tami Billeter

<b>HUMAN SERVICES BOARD</b> <b>Thursday, December 9, 2010 – 5:00 p.m.</b> <b>Lower Level Meeting Room – Pierce County Office Building</b>		
<b>STATE OF WISCONSIN</b> <b>COUNTY OF PIERCE</b>		
The Pierce County Human Services Board met in the Lower Level Meeting Room of the Pierce County Office Building, Ellsworth, WI. Chairman Reis called the meeting to order at 5:05 p.m.		Meeting convened
Members present:        Also present:	Dan Reis Greg Place Carolyn Sorenson Ron Bartels Ogden Rogers Joyce Borgerding Jim Ross (by phone)  Tammy Kincaid - Director Tami Billeter – Operations Manager Kathy Hass – Office on Aging/Aging & Disability Resource Manager	Roll Call
Motion by Rogers, seconded by Bartels, to approve the October 14, 2010 board meeting minutes. <i>Motion carried.</i>		Minutes
Chairman Reis called for public comments. There were none.		Public comments
Kathy Hass presented the application for the 2011 \$85.21 Transportation Grant. The county is eligible to receive \$71,324 from the state which would require a county match of \$14,265. This amount is already included in the budget. The county has the ability to prioritize how the money is used. Transportation priorities include medical, nutrition, and sheltered workshop transportation for developmentally disabled adults. The River Falls Taxi also received \$4,200 of this grant to subsidize rides for the elderly and handicapped in the City of River Falls. The 2011 proposed application is to support the same services and service priorities as in the past. Motion by Rogers, seconded by Borgerding, to approve the 2011 application for the \$85.21 grant. <i>Motion carried.</i>		2011 \$85.21 Transportation Grant
There has been a request by an employee to have a leave of absence granted for an upcoming maternity leave. The employee is requesting a six week leave of absence for a natural birth and an eight week leave for a cesarean birth. Since the employee has not been employed here for twelve months, she is not eligible for FML. Motion by Rogers, seconded by Borgerding, to approve the leave of absence request and to forward to the Finance and Personnel Committee for consideration. <i>Motion carried.</i>		Leave of Absence Approval
The Human Services management team is proposing a change in the Human Services mission statement as follows: “Pierce County Department of Human Services supports Pierce County residents in attaining safety, stability and self-sufficiency.” Motion by Rogers,		Human Services Mission Statement

Approved 1/13/10

<p>seconded by Borgerding, to accept the proposed mission statement as presented. <i>Motion carried.</i></p>	
<p>A resolution has been passed by the County Board that requires that anytime an employee travels outside of the county, it needs approval by the standing committee. Ms. Kincaid presented a list of future travel requests by staff of the Human Services Department. Chair Reis asked that an explanation of each request be added to the request form prior to the board seeing them in order to decrease the amount of questions. Motion by Place, seconded by Borgerding, to approve the out of county travel requests for Human Services staff as presented. <i>Motion carried.</i></p>	<p>Out of County Travel</p>
<p>Ms. Billeter reviewed the October 2010 financial reports with the board. Expenditures continue to be below target for the year especially in the placement area. The county's financial software now has the ability to import data into Excel so future financial reports will have a different look. Several accounts have been sent to collections. The schedule of vouchers was made available for the board to review. The board received the information as presented.</p>	<p>Financial Report</p>
<ul style="list-style-type: none"> <li>• There are rumors that Kitty Rhoades is on a short list to be considered for the combined Department of Children &amp; Families and Department of Health Services Secretary.</li> <li>• Regionalization discussions continue.</li> <li>• Funding may be available for a collaboration of physical/mental health services.</li> </ul>	<p>Director's Report</p>
<p>Motion by Place, seconded by Rogers, with a unanimous roll call vote to convene into closed session pursuant to Section 19.85(1)(c) Wisconsin Statutes, for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Drug Court Coordinator position status and transition. <i>Motion carried.</i></p> <p>Motion by Rogers, seconded by Place, with unanimous roll call vote to return to open session. <i>Motion carried.</i></p> <p>Chair Reis stated that no action was necessary.</p>	<p>Closed Session</p>
<ul style="list-style-type: none"> <li>• 2011 Purchase of Service Contracts</li> <li>• Director's performance evaluation</li> </ul>	<p>Future agenda items</p>
<p>The next meeting of the Pierce County Department of Human Services Board is scheduled for Thursday, January 13, 2010, at 5:00 p.m. in the Lower Level Meeting Room of the Pierce County Office Building.</p>	<p>Next meeting date</p>
<p>Motion by Rogers, seconded by Borgerding, that the meeting be adjourned at 6:30 p.m. <i>Motion carried.</i></p>	<p>Adjournment</p>

Respectfully Submitted,

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Tami Billeter