



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, November 10, 2010 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, November 10, 2010, in the 3rd Floor Conference Room of the Rock County Health Care Center, Janesville, Wisconsin

Committee Members Present: Phillip Owens, Supervisor; Terry Thomas, Supervisor; Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Marvin Wopat, Supervisor; and Robert Fizzell, Supervisor.

Committee Members Absent: Minnie Murry, Citizen Representative; Susan Masterson, Citizen Representative, and Jennifer Bishop, Supervisor.

Staff Present: Charmian Klyve, Director; Sandy Brown, CPS Division Manager; Cheri Salava, Family Skills Supervisor; Lance Horozewski, JJS Division Manager; Sara Mooren, Interim Administrative Support Division Manager; Jennifer Thompson, LTS Division Manager; Cindy Sutton, ESS Division Manager; Tim Zuehlke, Controller; and Tina Day, CPS worker;

Others Present: Dickie McMillan, Holiday Committee; and Phil Boutwell, County Administrator's Office.

Approval of Agenda: Supervisor Owens moved the agenda; seconded by Supervisor Thomas with unanimous approval. APPROVED.

Approval of Minutes of Human Services Board meeting of October 27, 2010: Supervisor Fizzell moved the minutes, seconded by Citizen Representative Weaver-Landers with one change requested by Supervisor Fizzell, page one indicated "ARRA dollars" rather than "ARRA dollars", unanimously approved APPROVED.

Citizen Participation: None

Holiday Committee – Ms. Day and Ms. McMillan: Ms. Day has worked with the Holiday Committee for the last five years. Ms. McMillan, former family skills worker, reported last year 134 families and 396 children were served through the Holiday Committee. She explained they work with other gift giving agencies to obtain lists, to ensure they do not duplicate services. Donations come in many forms; money, goods, services and Adopt-A-Family. Ms. McMillan will be leading volunteers from December 6th through December 22nd.

Ms. Day reported 38 families/111 children have been referred thus far. We do not serve certified Foster Homes, but Kinship families can be served. The Holiday Committee serves families from MH, JJ, ESS as well as CPS

Ms. Day talked about the appeal letter that was sent out to the agencies that may want to support the Holiday Committee. A copy of this letter will be sent to the HSD Board and can be shared with anyone who may like to donate. She is available by phone or can speak to groups, if requested.

Ms. Day added the Holiday Committee donations are also used for the CPS Emergency food pantry, which is available for use by CPS workers. School supplies in the fall is another service provided. Ms. Day can be reached at 757-5088 (days) and Ms. McMillan at 751-4703 (weekends).

ADRC Update: Ms. Thompson gave an update of the ADRC Steering Committee that met earlier this month. Access to different services was the main discussion of that meeting. Staff being able to recognize individual needs and getting them connected to the correct services is a concern. Customer Service was also addressed and how to make a welcoming environment for customers. Making accommodations for the DD, Spanish speaking, hearing impaired and visually impaired customers was also discussed. They are also looking at the telephone system to see if the same software can be utilized as the ESS Call Center. Every item was approved with just a few additions.

The next ADRC Steering Committee meeting will target advertising, and look at structure/staffing. They will be looking at other counties for examples of job descriptions, and the number of staff needed to run efficiently. Beacon is the resource database used which is a good data tracking system. This will be a good source for gathering data needed.

Supervisor Thomas thanked Ms. Thompson, the staff and Mr. Boutwell for all they have done.

Status of Juvenile Justice Report: Mr. Horozewski presented handouts that finalize the Intake Policy now implemented in the Juvenile Justice Division.

The Detention Improvement Workgroup has drafted a schedule to address downtime following suggestions from Wayne Liddell. It is posted in each pod and in central control. This working model will be used for 30 days, then be evaluated again to see how it is working. The next step for the workgroup will be to draft sanctions and incentives to be used. They are also evaluating a case contact grid to figure out how often workers should meet with youth.

Mr. Horozewski explained they have contacted other counties and found that children in shelter care are attending their local school. We will need to coordinate with all the school districts to get this accomplished. In addition, we will also be allowing children to wear their own clothes in Shelter rather than the uniforms they wear now. There will then be a need for storage area for their belongings.

Supervisor Wopat commented on the excellent job being done by the Juvenile Justice Division.

Approval of ChildCare Provider for Drop-In ChildCare Center: Ms. Sutton explained the Drop-In Childcare Center is very important for ESS staff. ESS appointments can take up to two hours, therefore, it is difficult for a child to sit through an appointment. Children from 1 day old to 12 years of age are served in the childcare center. The Job Center Partners and the general public also utilize the childcare center. There are no costs for services. This is 100 percent funded through the Workforce Development allocation. Supervisor Owens moved the approval of the Childcare Provider, seconded by Citizen Representative Weaver-Landers with unanimous approval. APPROVED.

Resolution to Modify the 2010 Rock County HSD to Accept Additional Funding For The Youth ILP: Ms. Mooren asked for a \$5,639 increase for the Independent Living Program through the Diversion Program. This program serves children from age 15 to 21. Supervisor Fizzell moved the approval of the additional funding, seconded by Supervisor Thomas with the addition of "Budget" in the title, with unanimous approval. APPROVED.

Approval of Contracts, Transfers, and/or Encumbrances: Ms. Mooren presented one contract, one transfer and responded to questions. Citizen Representative Weaver-Landers moved the transfers, seconded by Supervisor Thomas with unanimous approval. APPROVED.

Approval of Bills: Mr. Zuehlke presented the bills for approval and responded to questions.

Interim Assistance	4,824.42	Child/Fam Incent	3,414.67
IDP	15,860.20	Job Center	22,442.16
W-2 Admin	5,242.92		

Supervisor Thomas moved to approve the bills as presented, seconded by Supervisor Owens with unanimous approval. APPROVED.

Director's Report: The W-2 numbers are currently at 196 cases with eight intensive CSJ cases. Ms Sutton added that Rock County was picked to receive \$2,000 to \$3,000 of Incentive funds for W-2 Job Entry for 2010-2011.

Committee Requests for Future Agenda Items: Chair Knudson requested the next meeting's date be changed to Monday, November 22, 2010.

Supervisor Wopat asked for a report on when the Crisis unit will go mobile. He would like this item on the agenda.

Chair Knudson thanked Supervisor Thomas for attending the Finance Committee Meeting.

Next Meeting: Monday, November 22, 2010 at 4:30 p.m. at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.

Adjournment: Supervisor Fizzell motioned to adjourn, seconded by Supervisor Wopat, with unanimous approval at 5:28 p.m.

Jodi Parson, Administrative Secretary

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