

**PEPIN COUNTY DEPARTMENT OF HUMAN SERVICES  
BOARD MEETING MINUTES**

**03-22-2010**

**MEMBERS PRESENT:** Donna Juleff, Mike Murray, Dorothy Peters, Joan Plumer, Peggy Schlosser, Jon Tappe

**MEMBERS ABSENT:** Patrick Milliren

**OTHERS PRESENT:** Phillip Wicktor, Dave Rynders, Jackie Schaal, Marcia Bauer, Cathy Shaw, Lola Longyhore, Bruce Severson, Sue Hoch (Recording Secretary)

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Peggy Schlosser, Vice-Chairperson, called the meeting to order at 4:45 p.m. The meeting notice had been posted in accordance with the provisions of Section 19.84 of the Wisconsin Statutes.

Public Comments on Agenda Items: None

Roll Call of the Veteran's Service Office Board Members: **Present:** Mike Murray, Peggy Schlosser, Jon Tappe **Absent:** Patrick Milliren

Bruce Severson gave the 2009 Veteran's Service Office Annual Report to the Board. Motion by Mike Murray, seconded by Jon Tappe to approve the 2009 Veteran's Service Office Annual Report as presented with a recommendation to the full county board for their approval. Motion carried.

Mr. Severson requested approval to attend the Spring CVSO Conference in Green Bay from May 17, 2010 through May 21, 2010. Motion by Jon Tappe, seconded by Mike Murray to approve Bruce Severson to attend the Spring CVSO Conference as presented. Motion carried.

Motion by Jon Tappe, seconded by Mike Murray, to approve vouchers #04-10 through #07-10 for a total amount of \$756.35. Motion carried.

Roll Call of Citizen Members: **Present:** Donna Juleff, Dorothy Peters, Joan Plumer **Absent:** None

Motion by Jon Tappe, seconded by Joan Plumer to approve the February 22, 2010 Human Services Board Meeting Minutes as presented. Motion carried.

Lola Longyhore, ADRC Director for Clark, Buffalo and Pepin counties gave the first annual report for the Aging and Disability Resource Center (ADRC). She provided the board with the following 2009 statistics:

1. The I&A Specialists did 344 functional screens, 205 Pre-admission counseling contacts and enrolled 86 customers into Family Care or the IRIS Program.
2. The number of telephone calls through the ADRC was 1344, and the number of outgoing calls was 345, 212 written pieces of correspondence were sent out, 106 walk-in customers and 219 home visits were made.
3. The I&A, Disability Benefit, and Elderly Benefit Specialists were able to report 44% of their time as billable time to Medical Assistance, which earned the ADRC \$330,598.00 above and beyond the contract of \$425,596.00.
4. The Disability Benefit Specialists have approximately 258 cases; 45 SSDI and SSI applications.
5. They won 30 cases at application and at appeal.
6. Total county monetary impact was \$436,924.00; \$349,385.00 came from federal money, \$68,143.00 state funds, and approximately \$19,395.00 from other sources.

An ad has been submitted to the Courier Wedge this week advertising for an ADRC Board Member. The deadline for applications is April 7, 2010. The board is set up on a rotating basis; therefore, three new members need to be appointed to the board this year.

Mr. Wicktor informed the Board that Taylor County approached Clark County about joining the Buffalo, Clark, and Pepin County ADRC. After meeting with Sue Voght of Clark County, Taylor County sent a letter expressing their desire to join and what the process would be. Lola Longyhore, ADRC Director is waiting to hear back from the state regarding this issue.

Mr. Wicktor provided the Board with a revised Policy and Procedure #103 – Rules and Procedures for the Human Services Board from last month's meeting. Phillip also distributed the revised Advisory Committee Listing which included Donna Juleff as the Human Services Liaison and Jennifer Fetzer, a parent of a Child with Disabilities. Motion by Mike Murray, seconded by Dorothy Peters to approve the revised Policy and Procedure #103 – Rules and Procedures for the Human Services Board as presented. Motion carried.

The Board will visit the Pepin Meal Site in May and the Durand Meal Site in November. Specific dates will be scheduled at the April board meeting, following the election and reappointment of the standing committees.

Motion by Mike Murray, seconded by Jon Tappe to reappoint Joan Plumer to serve on the Human Services Board as a citizen member and recommend the reappointment to the full county board. Motion carried.

Jon Tappe left the meeting at 5:25 p.m.

Mr. Rynders reported that Human Services received notice from Greater Wisconsin Agency on Aging Resources, Inc. (GWAAR) that the 2009 Aging Plan Amendment Assessment was approved, along with the 2010 – 2012 County Aging Plan for Older People.

Western Wisconsin Cares (WWC) has been meeting with the counties individually regarding crisis service coordination. Mr. Rynders and Paul Hoch met with Patty Haggerty and Ann Keller of WWC and came up with an agreement regarding these services. The county will be responsible for crisis response in regards to mental health and adult protective services. WWC will be responsible for making referrals and to develop a crisis plan for the individual clients with each county in the consortium. These crisis plans are needed in order for the counties to know how to deal with a client if they have a crisis situation. Dave will continue to work with WWC to get these plans into place as soon as possible.

Mr. Wicktor reported on the first Human Services Day at the Capitol which was held on March 4, 2010. Mark O'Connell, Executive Director of Wisconsin Counties Association and Neal Blackburn, President of Wisconsin County Human Services Association welcomed the group. A legislative briefing was given by Sarah Diedrick-Kasdorf, Senior Legislative Associate with Wisconsin Counties Association. There were four issues that were addressed:

1. **County Homes: Multi-County Collaboration** Counties involved with the nursing home collaboration effort have been working with the state for the past three years on this initiative. The Wisconsin Counties Association is working on a bill draft for introduction during this current legislative session. County officials should talk to their legislators regarding the need for this bill.
2. **Age of Juvenile Court Jurisdiction** Assembly Bill 732 was introduced on February 11, 2010 and is currently in the Assembly Committee on Corrections and the Courts. County officials should discuss their concerns with Assembly Bill 732. The Wisconsin Counties Association opposes the bill as drafted.
3. **Use of Federal Stimulus Funds** The current state budget utilizes \$27,487,000.00 in federal stimulus monies in three major funding sources for human services departments. As the state works on the 2011-2013 biennial budget, almost \$28 million in state GPR funding is needed to hold counties harmless. The county officials should discuss with their legislators the need to maintain stable state funding for safety net services.
4. **Human Services Financing** The state agencies will begin preparation for the 2011 – 2013 state biennial budget. Counties need to discuss with legislators and members of the administration the need for human services funding reform, including a review of the proposal by the Wisconsin County Human Services "Visions" Committee entitled, "Redesigning Wisconsin's Human/Social Service Delivery System."

Following the briefing, board members and directors statewide met with their legislators. Mr. Wicktor, Paula Stansbury, and other county representatives met with Kathleen Vinehout and Chris Danou to address various issues surrounding Wisconsin and the human service departments.

Mr. Wicktor received an e-mail from the Local Government Institute of Wisconsin which is a collaboration of the associations representing the League of Wisconsin Municipalities, the Wisconsin Counties Association, the Wisconsin Towns Association, and the Alliance of Cities. Mr. Wicktor is not familiar with this association, however, there was a press release stating that it's time to transform government by

consolidating services delivery and doing it more efficiently to save taxpayer dollars. Phillip plans to check into the details of their comprehensive report.

**Human Services Financial Report:** Mr. Wicktor presented the February 28, 2010 Financial Report for Human Services. As of February 28, 2010, total revenues were \$502,128.18 which is 21.34% of the total budget and total expenses were \$284,770.93 which is 12.10% of the total budget. According to Larry Krcmar, the 2009 Human Services budget should be in the black after reconciliation. The Board reviewed the Fill-In Aging Worker Report for February 2010. Motion by Donna Juleff, seconded by Joan Plumer to approve the February 28, 2010 Financial Report as presented by Mr. Wicktor. Motion carried.

**Approval of Vouchers:** Motion by Donna Juleff, seconded by Joan Plumer, to approve 2009 vouchers #09-15001 through #09-15006 and 2010 vouchers #10-03001 through #10-03085 plus eWISACWIS Batch 03-08-10 for a total amount of \$100,572.56. Motion carried.

Mike Murray left the meeting at 6:00 p.m.

Phillip Wicktor submitted a conference request for Luann Berger to attend the 2010 Director's Dialogue on April 22, 2010 and April 23, 2010 in Steven's Point and Christopher Chouinard to attend Fiscal Managers Conference on May 4, 2010 through May 7, 2010 in Eau Claire. Motion by Joan Plumer, seconded by Donna Juleff to approve Luann Berger and Christopher Chouinard's conference request as presented. Motion carried.

#### **Human Services Director's Report: Phillip J. Wicktor**

Phillip informed the Board that Dave Rynders, Mary Borchardt, and Pamela Baier all passed their ServSafe test and are now all certified.

The initial letter was sent out regarding the Change/Call Report Center pilot. The state sent initial approval letters back to LaCrosse, Eau Claire, and Dane County. Some clarification issues need to be addressed. Once this meets satisfaction of the state, an approved budget will follow.

Phillip Wicktor and Ann Bates, Foster Care Coordinator for Pepin County had a discussion with Chippewa, Pierce, Eau Claire, Dunn, and Buffalo County regarding regionalization for certifying foster homes. With the on-going changes, it was felt that one or two staff representing the group of counties, be required to implement the changes for certifying or recertifying foster homes. The time saved would allow county staff to put more time into recruiting and maintaining their foster parents.

There were a total of 81 meals prepared at the Durand Meal Site on Wednesday, March 17, 2010. The meal was Corn Beef and Cabbage. Of the 81 meals, 59 were congregate and 22 were home delivered meals. It may have been a record for the Durand Meal Site.

While meeting with Kathleen Vinehout, she shared with the group the supplemental compensation for the MCO's and CEO's in Milwaukee. From 2006 to 2008, the salary went from \$240,000.00 to \$340,000.00.

Mr. Rynders distributed the flyer that will be going out inviting the Board to the Volunteer Banquet on April 22, 2010. The banquet will be held at the Pepin Sportsman Club; Social Hour at 4:00 p.m.; Dinner at 5:00 p.m.

**Committee Reports:** Peggy Schlosser reported on the ADRC Board Meeting which was held on March 17, 2010. There were changes to the by-laws to incorporate another citizen member to the board. Elections will be held in May, after the April elections. Peggy stated that the board needs to encourage and find good candidates to apply for the board positions that are available. The committee is no longer looking at a specific county representative; they are looking at the individual applying for the position. All applicants that had applied for previous positions on the Board need to reapply if they are interested in serving on the board.

**Future Agenda Items:** Schedule Meal Site Visits for Human Service Board Members

**Public Comments:** Jackie Schaal addressed the Board with four concerns:

1. When a citizen calls the ADRC or Human Services agency to report a suspected elder abuse/neglect, monetary abuse or self neglect, how is this call handled in the department? Phillip Wicktor and Dave Rynders provided answers to Jackie's concerns on this issue. Mr. Rynders also informed Jackie of the I-Team Committee and will invite her to their next meeting.
2. How was the Energy Assistance Program handled this year? Cathy Shaw, Energy Assistance Coordinator was at the board meeting and informed Jackie how the program operates.
3. A few years ago, someone applied for the Helen Bader Grant for an outreach program. Did this grant ever materialize? Mr. Rynders informed Jackie that there is an organization by the name of United Volunteer Caregivers, which is working with Buffalo and Pepin County to implement a volunteer family caregiver program with the grant money that was provided. This program will recruit, train, and supervise volunteer caregivers to provide support for seniors and to help out relatives with respite and other services they might need. Janet Evans is the representative for the organization and she just interviewed her first applicant this week. Jackie is interested in writing an article regarding this program. A meeting will be set up with Mr. Rynders, Janet Evans, and Jackie to get further details about this program.
4. Jackie would like to know the difference between the miles that have been used by seniors since the cost went up for the rides. Jackie stated that she knows that transportation trips are down as she has time to drive for Buffalo and Pepin County, as does Rick, her husband. Mr. Rynders stated that he is in the process of putting together a fourth quarter transportation report which he will share with the board at the next board meeting.

Next Board Meeting: Monday, April 26, 2010 at 4:45 p.m. in the County Board Room of the Government Center.

Next Finance Meeting: Monday, April 26, 2010 at 3:45 p.m. in the County Board Room of the Government Center. Finance Members will be Donna Juleff and Jon Tappe

Motion by Donna Juleff, seconded by Dorothy Peters to go into Closed Session per 19.85 (1) (c) of the Wisconsin Statutes for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Resignation of Lois Laehn. Roll Call Vote: Jon Tappe – Absent; Donna Juleff – Yes; Patrick Milliren – Absent; Mike Murray – Absent; Dorothy Peters – Yes; Joan Plumer – Yes; Peggy Schlosser – Yes. Motion carried.

Motion by Joan Plumer, seconded by Donna Juleff to reconvene to Open Session. Roll Call Vote: Donna Juleff – Yes; Patrick Milliren – Absent; Mike Murray – Absent; Dorothy Peters – Yes; Joan Plumer – Yes; Jon Tappe – Absent; Peggy Schlosser – Yes. Motion carried.

Motion by Dorothy Peters, seconded by Joan Plumer to accept Lois Laehn's resignation. Motion carried.

Motion by Joan Plumer, seconded by Dorothy Peters to post Lois Laehn's position. Motion carried.

Motion by Joan Plumer, seconded by Dorothy Peters to have Phillip Wicktor consult with Darlene Brunner as to the filling of this position according to county rules. Then go ahead and advertise the position and proceed to fill it. Motion carried.

Motion by Joan Plumer, seconded by Dorothy Peters to adjourn the meeting. Motion carried.

Adjournment at 7:20 p.m.

Submitted by: \_\_\_\_\_  
Sue M. Hoch, Office Manager

Approved by: \_\_\_\_\_  
Chairperson of the Human Services Committee