



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, August 24, 2011 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, August 24, 2011, in the 3rd Floor Conference room in the Rock County Health Care Center, Janesville, Wisconsin.

Committee Members Present: Brian Knudson, Supervisor; Robert Fizzell, Supervisor; Phillip Owens, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Kathleen Kelm, Citizen Representative; Tammie King, Citizen Representative; Terry Fell, Supervisor; Marvin Wopat, Supervisor (in at 4:34); and Terry Thomas, Supervisor.

Committee Members Absent: None.

Staff Present: Phil Boutwell, Deputy Director; Tim Zuehlke, Controller; Sandy Brown, CPS Manager; Kelly Frei, CPS Supervisor; Kerstin Hughes, CPS Supervisor; Lance Horozewski, JJ&P Manager; Patrick Singer, TRQM Manager; Tera O'Connor, ASC Supervisor; Kathleen Lawver, Family Crisis Worker; Carol O'Flanagan, Family Crisis Worker; Rebecca Westrick, CCSN Coordinator; Tracy Mayer, Family Crisis Worker; Tanya Rindfleisch, Family Crisis Worker; and John Dalee, Family Crisis Worker.

Others Present: None.

Approval of Agenda: Supervisor Fizzell moved the agenda, seconded by Citizen Representative Kelm with unanimous approval. APPROVED.

Approval of Minutes of Human Services Board Meeting of August 10, 2011: Supervisor Owens moved the minutes as presented, seconded by Supervisor Thomas, with unanimous approval. APPROVED.

Citizen Participation: None.

Resolution to Recognize Pam Sach's Retirement: Mr. Singer presented the resolution recognizing Ms. Sachs' 16 years of service to Rock County Human Services. Ms. Sachs primarily worked for Long Term Support but has been invaluable helping in many areas. Supervisor Owens moved the resolution, seconded by Supervisor Fell with unanimous approval. APPROVED.

Resolution to Recognize John Dalee's Retirement: Supervisor Owens moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Ms. O'Connor presented the resolution recognizing Mr. Dalee's 32 years of service to Rock County Human Services. She thanked him for all the work he has done over the years and most recently his work in the Crisis Unit. The resolution was approved unanimously. APPROVED.

Resolution to Recognize Jack Brandt's Retirement: Supervisor Thomas moved the resolution to the floor, seconded by Citizen Representative Kelm. Mr. Horozewski presented the resolution recognizing Mr. Brandt's 19 years of service to Rock County Human Services. Mr. Brandt worked at the Juvenile Detention Center and specialized in areas of Vocational Development and Cognitive Thinking. The resolution was approved unanimously. APPROVED.

CPS Update: Ms. Brown presented a handout on the Initial Assessment completion timeliness and explained the improvements that have been accomplished so far. She introduced CPS Supervisors Kelly Frei and Kerstin Hughes.

Ms. Hughes explained that the report the CPS supervisors now receive showing the case listings and due dates is very helpful. The report shows how many days are left for a worker to process a case before the due date, which helps supervisors very much. The report provides more structure and keeps everyone on task. Ms. Frei added the report is very helpful in managing the workload every week.

Ms. Brown reminded the Board that there was a recommendation from Patty Hammes, the CPS Consultant, that reports be concise while still being thorough. As a result, an Assessment Writing Guide has been piloted by a few workers. The goal is to provide it tomorrow to all workers. In six months, the guidelines will be reviewed to make sure using this tool is accomplishing what was hoped. The Screening Supervisor will be starting on September 19th.

The Voice Recognition software will be ordered for Assessment workers and should be received mid-October.

Ms. Brown reviewed a Racial Demographics report showing the volume of cases from 2007-2010 and responded to questions. Citizen Representative King requested a geographical break down of services provided.

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

IDP	17,016.00	Interim Assist	1,868.79
W-2 Admin	1,871.15	Juvenile Justice	338.57
Job Center	18,286.89		

Supervisor Owens moved to approve the bills as presented, seconded by Citizen Representative Weaver-Landers with unanimous approval. APPROVED.

Director's Report:

• ES/W-2 Caseload:

The W-2 numbers are currently at 184 cases with one intensive CSJ case. Mr. Boutwell explained there are three areas that are included in W-2. The W2T cases are cases that are not employment ready at this point and need to attend additional training, the CSJ cases are working in community service jobs already and are closer to employment, and the CMC cases are caretakers of newborn children.

• Budget Update – IM Consortium

The State of Wisconsin is requesting a Letter of Intent or a resolution from counties on whether or not they are planning on participating in an IM Consortium. An application is due to the State on October 1st from IM Consortia on how and where services will be provided. The State's intent is to give the ESC caseload to counties by October 1st. The counties will not be ready to take over those cases at that time. Mr. Boutwell is very positive about moving forward with the Consortium and working with the Consortium partners. Mr. Boutwell responded to questions and advised there will be a meeting of all the supervisors from the Consortium to help ensure everyone is working together. There will be monthly/quarterly meetings with the Directors that will serve as an administrative unit to ensure standards and consistency with all the partners. Rock County will likely be the Lead Agency Administrator and Call Change Center Administrator. Other partners will need to be the lead agency in other areas.

Committee Requests for Future Agenda Items:

Supervisor Wopat would like more information on AODA costs in and out of the county. Mr. Boutwell advised Kate Flanagan will address this item at a future meeting.

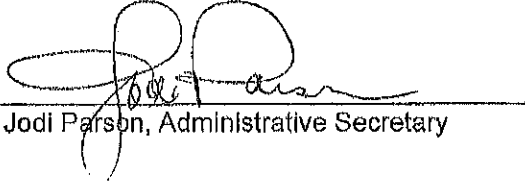
Ms. King requested a report on W-2, and how ESS assesses clients to qualify for FSET/services. Ms. King requested earlier in the meeting for a geographical break down of services provided as well.

Supervisor Wopat would like follow up on how negotiations are going with Tellurian in Madison.

Supervisor Wopat announced on September 10th, 11 a.m. to 3 p.m., there will be a Family Fun Fest at Riverside Park on the north end. There will be a band, lots of prizes, and contests for kids.

Next Meeting: Wednesday, September 14, 2011 at 4:30 p.m., at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.

Adjournment: Citizen Representative Kelm motioned to adjourn, seconded by Citizen Representative Weaver-Landers, with unanimous approval at 5:32 p.m.



Jodi Parson, Administrative Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD