



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, February 13, 2013 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:34 p.m. on Wednesday, February 13, 2013, in the 3<sup>rd</sup> Floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; William Grahn, Supervisor; Ashley Kleven, Citizen Representative; Terry Thomas, Supervisor; and Terry Fell, Supervisor.

**Committee Members Absent:** Shirley Williams, Citizen Representative; Phillip Owens, Supervisor; and Marvin Wopat, Supervisor.

**Staff Present:** Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Fiscal Operations Manager; Tim Zuehlke, Controller; Sue Maurer, Crisis Stabilization Supervisor; Melissa Meboe, Crisis Supervisor; Tina Day, ASC Worker; and Patrick Singer, TRQM Manager.

**Others Present:** Steve Howland, County Board Supervisor. Kathy Wuksinich, Joanne Jensen, Gena Schachtschneider, Doris Kolberg, and Rick Day, Rock County Holiday and Family Needs Program volunteers. Justin Marko, Rock Valley Clinical Director.

**Approval of Agenda:** Citizen Representative Weaver-Landers moved the agenda, seconded by Supervisor Fell with unanimous approval. APPROVED.

**Approval of Minutes of Human Services Board Meeting of January 23, 2013:** Supervisor Grahn moved the minutes as presented, seconded by Citizen Representative Kleven with unanimous approval. APPROVED.

**Citizen Participation:** None.

**Approval of Contracts, Transfers, and/or Encumbrances:** Citizen Representative Weaver-Landers moved the contracts and encumbrance, seconded by Supervisor Fell. Ms. Mooren presented seventeen contracts and one encumbrance for approval. Supervisor Thomas questioned the CCR contract amendment and the reports about CCR that have been in the news. Ms. Mooren explained this is an amendment for 2012 charges. Ms. Klyve will be addressing the CCR issues in the Director's Report. The contracts and encumbrance were unanimously approved. APPROVED.

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

ADRC	103,910.40	Crisis	30,000.00
AODA Block Grant	11,025.00	Job Center	27,523.20
Interim Assist	1,996.83	W-2 Admin	300.00
Shelter Plus	2,907.43	Interim Assist	245.08
IDP	1,615.00	Juvenile Justice	694.37
Job Center	153,372.70		

Supervisor Thomas moved the bills, seconded by Supervisor Grahn with unanimous approval. APPROVED.

**Resolution Awarding Contract for Collection Services:** Supervisor Fell moved the resolution, seconded by Citizen Representative Weaver-Landers. Mr. Zuehlke presented the resolution to award the contract for collection services. He explained this company would be contracted to collect money from TRIP program clients. We will not pay the collection agency but they will receive 19% of any amount they collect. The resolution was unanimously approved. APPROVED.

**Children and Family Needs Committee Update:** With a show of hands Ms. Day announced that five volunteers from the Children and Family Needs Committee were present at the meeting. She distributed a handout and reviewed 2012 statistics compared to 2011. In 2012, there were 155 families served with a total of 404 children. And in the Adopt-a-family portion of the program there were 94 families with a total of 251 children served.

Ms. Day thanked Mr. Knudson for the milk and bread donations. She also noted other local efforts including the Quilter's Guilds and the Popcorn Fundraiser by the Children and Family Needs Committee volunteers. Ms. Day explained there were many thank you notes from the families who were served which she collected. She asked Supervisor Grahn to share this with the County Board. Mr. Knudson thanked the volunteers and Ms. Day for everything they do for this program.

**Resolution to Recognize Connie Ryan's Retirement:** Supervisor Thomas moved the resolution, seconded by Supervisor Fell. Ms. Meboe presented the resolution to recognize Connie Ryan's retirement. Ms. Ryan has worked for Rock County Human Services for 23 years. Ms. Ryan started for a brief period of time as a Food Service worker. She then took a position as a Psychiatric Technician within the Psychiatric Hospital. After the Psychiatric Hospital closed, her position moved to the Crisis Intervention Unit. Ms. Ryan always had a willingness to support callers on the Crisis line. Her compassion and knowledge of mental illness assisted her in her positions. She will be greatly missed both in the unit and in the community. The resolution was unanimously approved. APPROVED.

**Report on Harpers Place:** Ms. Klyve introduced Sue Maurer, Crisis Stabilization Supervisor. Ms. Maurer introduced Justin Marker, Clinical Director, Harpers Place.

Ms. Maurer explained the rooms at Harpers Place have been renovated and updated very nicely. She described the setting at Harpers Place and explained there is a very large common area and kitchen that serves the needs of the clients very well. Mr. Marko explained the goal is to implement two to three imperical-based groups a day. Right now there is one hour of supportive psychotherapy and there is nurse treatment programming. A case manager works with the clients to give clients an opportunity to help with cooking meals and cleaning. This is therapeutic and gets clients mingling and interacting together.

Harpers Place has an exercise area, a billiards table and a computer area. The facility has been open five weeks and there have been 26 admissions, a few are re-entrances. Most stays are for two to three days, but there have been stays up to seven days. Mr. Marko responded to Supervisor Grahn's question and advised there is not outside integration into any of the groups. Mr. Marko stated that feedback has been very positive and clients like the facility and feel safe there. Ms. Klyve added that the relationship between Rock County and Rock Valley/Harpers House is very good and the collaboration excellent.

**Director's Report:**

- Community Care Resources (CCR)

Ms. Klyve advised that as a result of a state audit CCR's license has been revoked. The children in the foster homes that have been licensed by CCR will stay in the foster homes. There will be a full hearing held and there could be an appeal as well. The State has advised counties to make payments directly to the foster parent homes. Nothing about the CCR license revocation has to do with the foster parents, workers or the care of the children, rather the use of dollars CCR received appears to have been used for personal expenses. Foster parents have a choice to stay with CCR or be licensed by another entity. We do not want to disrupt placements at this time as long as good services are being provided. We are looking for other placement options for children in the future and we are monitoring the STOP program closely. Ms. Klyve will keep the Board posted if we find

anything further or if the State directs us to take other actions. This will be a long process but this will not jeopardize the quality of services to children. Ms. Klyve responded to questions.

Ms. Klyve advised she will consult with Jeff Kuglitsch, Corp Counsel, about the back payment for CCR STOP for August through December of 2012 we are waiting for direction.

- Ms. Klyve distributed a survey for feedback from the Board about her job performance. A survey will be distributed next month for feedback to Chair Knudson.

**Committee Requests for Future Agenda Items:** Ms. Klyve advised the March 27, 2013 HSD Board meeting will be held at the Job Center. The Board will have the opportunity to tour the new ADRC. She thanked Ms. Thompson and Mr. Boutwell for their work on making the ADRC construction project move along as smoothly as it did.

**Next Meeting:** Wednesday, February 27, 2013 at 4:30 p.m., at the Rock County Health Care Center, 3rd Floor Conference Room, Janesville, Wisconsin.

**Adjournment:** Citizen Representative Kleven motioned to adjourn, seconded by Supervisor Grahn with unanimous approval at 5:20 p.m.

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Jodi Parson, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**