



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, March 26, 2014 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:32 p.m. on Wednesday, March 26, 2014, in the 3<sup>rd</sup> Floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

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

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

**Staff Present:** Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Manager; Tim Zuehlke, Controller; Jennifer Thompson, ADRC/LTS Manager; Children, Youth and Families Division - Lance Horozewski, Division Manager; Ryan Trautsch, Ongoing Services Program Manager; Stacey Speich, Access, Assessment and Sub Care Program Manager; Mental Health Division - Melissa Meboe, Crisis Intervention and Crisis Stabilization Program Manager; Tera O'Connor, Children and Youth Clinical Services Program Manager; and Amy Cottington, Community Support Services Program Manager.

**Others Present:** None.

**Approval of Agenda:** Supervisor Grahn moved the agenda to the floor, seconded by Supervisor Owens with unanimous approval. APPROVED.

**Approval of Minutes of Human Services Board Meeting of March 12, 2014:** Citizen Representative Weaver-Landers moved the minutes to the floor, seconded by Citizen Representative Kleven. The minutes were unanimously approved. APPROVED.

**Citizen Participation:** None.

**Approval of Contracts, Transfers, and/or Encumbrances:** Citizen Representative Weaver-Landers moved the seven contracts and encumbrances to the floor, seconded by Supervisor Thomas. Ms. Mooren responded to questions. The contracts and encumbrances were unanimously approved. APPROVED.

**Approval of Bills:** Mr. Zuehlke presented the bills for approval.

MH	675.00	AODA	7,025.25
SubCare	617.00	MH	58,713.00
Admin	2,012.47		

Citizen Representative Weaver-Landers moved the bills, seconded by Supervisor Owens. The bills were unanimously approved. APPROVED.

**Introduction of New Program Managers:** Mr. Horozewski introduced the CYF Program Managers: Stacey Speich, Access, Assessment and Sub Care and Ryan Trautsch, Ongoing Services. Amanda Galaviz, Youth Services Center, not in attendance.

Mr. Boutwell introduced the Mental Health Division Program Managers: Amy Cottingham, Community Support Services Program Manager; Tera O'Connor, Children and Youth Clinical Services; Melissa Meboe, Crisis Intervention and Crisis Stabilization.

**Update on IHSS Grant and New Post-Reunification Support Grant:** Mr. Horozewski explained the In-Home Safety (IHSS) Grant is for families in CPS whom safety issues have been identified and we provide wrap around services to the family. The children remain safely in the home, rather than being removed. There is an increase in the number of families needing to access services provided by this grant.

The Post Reunification Support Grant provides services to families to help keep a child in the home after return from out of home placement. We want to reduce the chances of a child being removed again. Services such as respite, various in home services, and safety services are provided. Mr. Horozewski responded to questions. He announced March is Child Abuse Prevention month and ribbons are being sold to raise funds for the Exchange Family Resource Center.

**Resolution Amending the 2014 Human Services Department Budget to Accept In-Home Safety Services Initiative Grant Funds:** Supervisor Grahn moved the resolution to the floor, seconded by Supervisor Owens. Ms. Mooren provided financial information and explained this is the third year DCF has awarded funding for the IHSS grant. The resolution was unanimously approved. APPROVED.

**Resolution Amending the 2014 Human Services Department Budget to Accept Funding for Post Reunification Support Program:** Supervisor Fell moved the resolution to the floor, seconded by Supervisor Owens. Ms. Mooren provided financial information for the grant. The resolution was unanimously approved. APPROVED.

**Update on the ADRC - One Year Anniversary:** Ms. Thompson announced on March 13, 2014 the ADRC has been open for one year. Five Information and Assistance Specialists started in March of 2013, with three more starting in June. Two Disability Benefit Specialists were hired in October. The ADRC gets walk-ins and calls are answered right away by a person. With ACA the Disability Benefit Specialists have been experiencing a large increase in contacts. A worker has been hired for marketing and is working on the County website. The website will be available to the community soon. She explained the police are aware of the ADRC and we are receiving more referrals from them on a weekly basis.

In 2013, the first month the ADRC was open there were 244 contacts. The second month we had an increase to 684 contacts. July was the highest month of contacts with 855. This shows we are reaching the community and becoming known.

Ms. Thompson has been looking at hiring a position for the ADRC to focus on dementia and handle the dementia cases. The State has a grant for a Dementia Care Specialist. She is partnering with the Alzheimer and Dementia Alliance of Wisconsin to apply for this grant. She is hoping we are one of the ten counties to receive the grant. Ms. Thompson responded to questions.

**Director's Report:**

- Ms. Klyve distributed a survey asking for feedback about the Board meetings. She thanked the Board members for supporting the changes needed for the Department programs.

**Committee Requests for Future Agenda Items:** Ms. Klyve explained the Annual Report will be reviewed in the future after close out wraps up.

**Next Meeting:** Wednesday, April 9, 2014 at 4:30 p.m., at the Rock County Health Care Center, in the 3<sup>rd</sup> Floor Conference room, Janesville, Wisconsin.

**Adjournment:** Supervisor Thomas motioned to adjourn, seconded by Supervisor Owens with unanimous approval at 5:17 p.m.

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Jodi Parson, Administrative Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**