



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, April 23, 2014 – 4:30 P.M.

Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, April 23, 2014, in the 3rd 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; Terry Thomas, Supervisor; Shirley Williams, Citizen Representative; and William Grahn, Supervisor.

Committee Members Absent: None.

Staff Present: Charmian Klyve, Director; Phil Boutwell, Deputy Director; Sara Mooren, Administrative Services Division Manager; Tim Zuehlke, Controller; Cheri Salava, Foster Care Supervisor; Merebeth Rye, Screening/Access Supervisor; Denise Hegberg, Assessment & Ongoing Supervisor; Stacey Speich, Access, IA & Sub Care Program Manager; Lance Horozewski, CYF Division Manager; Ann Nickols, Assessment & Ongoing Social Worker; Jenna Singer, Diversion & Family Skills Supervisor; Tera O'Connor, Clinical Services for Children & Families Program Manager; Kristin Kath, Assessment & Ongoing Social Worker; Kelly Frei, Assessment Supervisor; Shannon Dewey, Assessment & Ongoing Social Worker; Shilo Titus, HSD Support Specialist; Jennifer Wilson, Foster Care Social Worker.

Others Present: Una Williams, Citizen Representative Shirley William's daughter.

Approval of Agenda: Citizen Representative Weaver-Landers moved the agenda to the floor, seconded by Supervisor Fell. Citizen Representative Weaver-Landers requested moving agenda Item #8 after Item #6 with unanimous approval. APPROVED.

Approval of Minutes of Human Services Board Meeting of April 9, 2014: Supervisor Grahn moved the minutes to the floor, seconded by Supervisor Thomas. The minutes were unanimously approved. APPROVED.

Citizen Participation: None.

Approval of Contracts, Transfers, and/or Encumbrances: Citizen Representative Weaver-Landers moved the contracts to the floor, seconded by Supervisor Thomas. Ms. Mooren explained the handout distributed is the contract for the Medical Director. The contracts were unanimously approved. APPROVED.

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

Admin	2,442.00	SubCare	617.00
AODA	23,056.25	CPS	1,485.75
Admin	55,921.96		

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

Resolution to Recognize Stephanie Ann Nickols: Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Grahn. Ms. Hegberg presented the resolution. Ms. Nickols has served the citizens of Rock County for over twenty-three years in the Child Protective Division. She has assisted in both the Initial Assessment and Ongoing Services Units. Ms. Nickols worked hard to establish trust and build relationships with families. Many of the families she served were able to successfully reunify. Ms. Nickols has proven herself to be a dedicated and outstanding employee. Many Board members thanked Ms. Nickols for her outstanding work. The resolution was unanimously approved. APPROVED.

Presentation on Fast Feet For Families: Ms. Salava introduced Jennifer Wilson and Shilo Titus. Mr. Titus explained 2014 is the fourth year the Fast Feet For Families has been held. The event is a 5 mile run or a 2 mile walk. This year the event is on July 26, 2014. Each year the money raised from this event has increased and hopes are to continue that trend. All money to run the event is donated to the foster parents program. No county money is used for this event. We already have six sponsors this year.

Ms. Wilson explained there is a basket raffle at the event. This has been a big hit and has raised quite a bit of money. The CPS units donate the baskets and a competition has developed for the best raffle basket between the CPS units. The unit whose basket raises the most money wins a breakfast for the entire unit.

Money raised from Fast Feet For Families allows us the opportunity to celebrate Foster Care families. The month of May is National Foster Care Recognition Month and some of the funds raised are used to offset costs for a night out for Foster Families. Every year in May we invite foster families to celebrate together. Money raised from Fast Feet For Families helps us discount each person's meal so there is a minimal cost to the families who attend the night out.

Chair Knudson recognized the great job the Fast Feet For Families group has done to raise money for foster families and suggested getting information on the race into the County Fair booth this year.

Resolution to Recognize Steve Polglaze: Supervisor Grahn moved the resolution to the floor, seconded by Citizen Representative Weaver-Landers. Ms. O'Connor presented the resolution. Mr. Polglaze has served the citizens of Rock County for over thirty-nine years. Mr. Polglaze started with the County as a CNA at Rock Haven. Then he worked at the County's Youth Home, the Adolescent Day Treatment as a Psych Tech, and as an Economic Support Specialist. Following those positions he found his Family Skills Specialist position with CPS. Mr. Polglaze has supported families in their efforts to stay united and make lasting positive changes. He has been a leader in facilitating change with families within the Department. He advocated not only for what was best for each family but also that they might have a voice in the child welfare system. Mr. Polglaze has proven himself to be a compassionate and caring employee. Mr. Polglaze will continue as a volunteer in some capacity to help with families. Many Board members thanked Mr. Polglaze for his dedication to serving families. The resolution was unanimously approved. APPROVED.

Resolution Recognizing HSD Administrative Professionals and Paraprofessionals: Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Thomas. Ms. Mooren presented the resolution. The week of April 20-26 is observed as Administrative Professionals week and today is Administrative Professionals Day. There are forty-eight administrative professionals and paraprofessionals throughout the Department who provide critical functions for the different Divisions. The resolution was unanimously approved. APPROVED.

Resolution Awarding Contract for Construction of an Outdoor Recreational Yard at the Youth Services Center: Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Grahn. Mr. Boutwell presented the resolution and explained four general contractors submitted bids for the project and Corporate Contractors of Beloit was determined to be the lowest qualified bidder in the amount of \$444,000. The Potter Lawson, Inc contract will be amended to include an additional service authorization to include the Architects services during the

construction phase of the project. We are also creating a \$49,000 contingency fund. We are under \$515,000 budgeted for the project. The resolution was unanimously approved. APPROVED.

Director's Report:

- Ms. Klyve distributed a Care Wisconsin handout. She spoke with John Hanewall to consider a joint meeting with the DD Board and Human Services Board for Care Wisconsin to present their report. Supervisor Thomas advised he heard on the news the names of seven counties going to Family Care and Rock was not listed or mentioned.

Committee Requests for Future Agenda Items: Chair Knudson expressed Easter wishes to staff and to the Board members.

Next Meeting: Wednesday, **May 14, 2014 at 4:30 p.m.**, at the **Rock County Health Care Center**, in the **3rd Floor Conference room, Janesville, Wisconsin.**

Adjournment: Supervisor Fell motioned to adjourn, seconded by Supervisor Thomas with unanimous approval at 5:05 p.m.

Jodi Parson, Administrative Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD