

POLK COUNTY HUMAN SERVICES BOARD MEETING AGENDA

Public Welcome to Attend

Tuesday May 22, 2012

8:30 a.m., Lower Level Conference Room
Polk County Government Center
100 Polk County Plaza
Balsam Lake, WI 54810

Department Mission Statement:

Our mission is to assist, empower, and build upon the strengths of the children, youth, and adults in Polk County to achieve positive outcomes.

1. Call to Order/Note Attendance
2. Consideration of Agenda
3. Consideration of May 1, 2012 Meeting Minutes
4. Public Comment
5. Organizational items
 - a. Establish Date and Time of Next Meeting
 - b. Review Committee Calendar
6. Reports
 - a. Human Services
 - i. Standard Monthly Reports
 - ii. Annual Report
 - iii. General Updates
 - iv. Presentation-Child Protection Services
7. Human Services Board Member Observations
8. Adjourn

George Stroebel, Chair
Gene Phillips, Director

Tentative Meeting Dates

May 22, 2012
June 26, 2012
July 24, 2012
August 28, 2012
September 25, 2012
October 23, 2012
November 27, 2012
December 18, 2012

Refreshments

May	George
June	Bill
July	Russell
August	Kristine
September	Tim
October	John
November	Brian
December	Marvin

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Polk County Human Services Department
Board Meeting Minutes
May 22, 2012

Present:	Brian Masters Marvin Caspersen Kris Hartung	David Markert Tim Strohbusch
Absent:	Bill Alleva John Gyllen	George Stroebel Russell Arcand
Also:	Gene Phillips Pat Kirkwood Kay Confer	Felecia Kallevang Kristy Dahnke Terri Jacobson
Press:	Gregg Westigard	

Vice Chairperson David Markert called the meeting to order at 8:35 a.m.

Consideration of Agenda

Motion to approve the May 22, 2012 agenda was made by Marvin Caspersen, seconded by Brian Masters. All in favor. Motion carried.

Consideration of May 1, 2012 Meeting Minutes

Motion to approve the May 1, 2012 Meeting Minutes was made by Marvin Caspersen, seconded by Brian Masters. All in favor. Motion carried.

Public Comment

No public comments offered.

Establish Date and Time of Next Meeting

The next Human Services Board Meeting will be held on Tuesday, June 26, 2012 at 8:30 a.m. Motion to approve this was made by Tim Strohbusch, seconded by Marvin Caspersen. All in favor. Motion carried.

Review Committee Calendar

Gene Phillips reviews this monthly. He will also put this information on the county calendar.

Human Services Monthly Statistics

All board members already have been sent the monthly statistic handout for review. Gene Phillips also handed out a *draft* of a replacement statistical report. The report is a one page report that shows monthly statistics along with 2 prior year comparisons. Gene Phillips stated he would like the statistics to be something that staff can access easily, and will not have to spend a lot of time compiling the data. He would like the board to look it over and review the draft that was given to them. The board agreed and approved the new format, and especially liked the comparison of prior years. Kay Confer stated she would like to see Childrens Long Term Support stats and Mental Health case management stats added to this monthly statistic report. Kris Hartung suggested that there are more statistics on outcomes/results of our programs. David Markert agreed and thought it would be nice to see success rates of people no longer being on food stamps, or if our Juvenile Justice offenders become adult offenders, etc. It was also suggested by David Markert that the outcome statistics could be presented quarterly or bi-annually instead of monthly. Gene Phillips decided he would send this information out to all of the staff to see what statistics are capable of capturing fairly easy and will report next month on this subject.

Director's Report

Gene Phillips distributed a one page Director's report to the board members. This report is a projection report, and shows the projection through July. These are not real numbers for our department, this is just an example. Mr. Phillips stated that Human Services looks good right now, which it should. The department gets advances in the beginning of the year from some programs. The department should be able to project the budget by knowing who is placed at which facility, and since we know the rates, we should be able to know where we are in the budget. Mr. Phillips would like to process this report monthly showing from January 1st through the current month. Brian Masters commented that Gene hit it right on the head with this report. All board members agreed they liked this report and approved for Gene to process it monthly.

Child Protection Services Presentation

Gene Phillips introduced two of the social workers in the CPS unit. Terri Jacobson has been an investigator for 25 years for Polk County. Kristy Dahnke has been with the department for 2 years. Terri Jacobson revealed some real case screening scenarios and asked the board to respond on how they would handle each different situation. (Ex: would you screen it out or go out on an investigation). Everyone agreed on every situation on how it would be handled. Terri Jacobson discussed how time consuming it is to screen every complaint when there are only 2.5 investigators and they

should be concentrating on the investigation, not the screening part of it. Mrs. Jacobson said it is hard to draw a line because of speculation and not knowing for sure. Mrs. Jacobson said they also have response time limits to meet per the State of Wisconsin. Kristi Dahnke also had a real scenario to discuss and how it was handled within our department. Ms. Dahnke discussed time frames, safety assessments, and also the importance of collaboration with the police departments. Gene Phillips briefed over what was presented by Ms. Dahnke and Mrs. Jacobson. He stated that we can not mandate good parenting, but we are required to “secure the health and safety of the children”. Kay Confer said what is changing in these cases is the complexity of them. There is a lot of collaboration taking place. Mrs. Confer stated that a good standard case load for a social worker would be 10-12 investigations per month. Right now Mrs. Jacobson is part time and is carrying 29 case loads. Ms. Dahnke is full time and has a case load of 46. Kay Confer stated that the average length of service of a CPS worker is 2.7 years due to worker burnout. When we are short staffed or we have things like maternity leaves, the caseloads grow. Kay Confer stated that we need a minimum of 3.5 investigators per square miles for Polk County. The documentation requirements have quadrupled in the past 8 years. Terri Jacobson agreed and said the documentation time on the computer is a big part of their jobs. Kay Confer said we are falling behind in state requirements. Polk County is not the only county, but we are still falling behind. Mrs. Confer stated there hasn't been any CPS staff added from 1970-2009, when we did get one new ongoing worker. In 1970 the census in Polk County was about 19,000, and now the new census is about 45,000(or close to). Gene Phillips discussed how the state is driving our budget by limiting the county levy and cutting our general budget. We have to look within the Human Services Department to figure out what we can do. Tim Strohmusch stated that the answer is simple, and that is we are in need 4 full time investigators. It is a huge liability on Polk County to not have these positions. Kris Hartung suggested bringing this request to County Board and Finance in June to give them time to figure out how to budget for this need. The board agreed that we should propose 4 full time investigators and that it is a need, not a want. Motion to direct staff to develop a proposal for 4 full time CPS investigators and have a unanimous vote was made by Tim Strohmusch, seconded by Kris Hartung. All in favor. Motion carried.

Annual Report

Gene Phillips stated he found out he is responsible for the annual report. This is last year's report and some of the staff is not here anymore to be able to go over some of the information. Mr. Phillips stated he and some staff went through it and did the best they could with it. Mr. Phillips will be working on something else for the 2012 report. The 2011 report is still in need of a couple of updates, for example an updated organizational chart. Kris Hartung wanted to discuss some of the 2012 concerns that were listed in the report. Gene Phillips discussed some of the items such as uncertainty by staff regarding decision making. Mr. Phillips said that clarifying self-teaming, and when staff should go to supervisors should make things more clear. Also discussed was the performance pressure on staff with reduced funding, but more intensive needs for services. Mr. Phillips said that this is a big problem and part of it is that society is not helping with our communities, plus add drugs, etc and it all falls on Human Services. Tim Strohmusch agreed that the communities are more violent, more drug dependent, and

that it really affects what we do in Human Services. Kris Hartung suggested that Gene Phillips ask the association of the ministers to help get the word out to the communities that we all need to do our part to help this situation. Mr. Phillips will put that on his list of things to get done. The board then discussed adding in to the annual report under goals the need for more CPS investigators. The board needs to address the pressures on the department resulting from insufficient staff to meet the CPS units needs. Motion to move the annual report on to the county board with changes made was made by Brian Masters, seconded by Kris Hartung. All in favor. Passed unanimously. Motion Carried.

Human Services Board Member Observations

Gene Phillips asked the board if there were anything that they would like to look at specifically for next months meeting. Mr Phillips suggested that we discuss our strategic planning. Tim Strohbusch agreed and said it would be great to look that over before budgeting starts.

Adjourn

Motion to adjourn the meeting at 10:32 a.m. was made by Tim Strohbusch and seconded by Marvin Caspersen. All in favor. Motion carried.

Respectfully submitted,

William Alleva
Secretary