

POLK COUNTY HUMAN SERVICES BOARD MEETING AGENDA

Agenda not necessarily presented in this order

8:00 a.m. Voucher Sub-Committee:

Mr. Arcand, Mr. Strohbusch and Dr. Markert

Refreshments:

Ms. Stoneking

Tuesday, May 24, 2011

8:30 a.m., Lower Level Conference Room

Polk County Government Center

100 Polk County Plaza

Balsam Lake, WI 54810

Public Welcome to Attend

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. Approval of Agenda
2. Approval of April 24, 2011 Meeting Minutes
3. Approval of Vouchers
4. Voucher Subcommittee
5. Public Comments
6. Veteran's Services Annual Report 2010
7. HSD Annual Report 2010
8. 1st Quarter Financials
9. New Committees
10. Development of Department Narrative
11. Human Services Director Replacement
12. Briefing in Response to Benefit Eligibility
13. Monthly Statistics
14. Committee Observations
15. Next Meeting/Refreshments
16. Adjournment

Diane Stoneking, Chair

Dana Frey, County Administrator

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 24th, 2011***

Present: William Alleva
John Gyllen
Marvin Caspersen
Russ Arcand
Geri Christensen
David Markert
Tim Strohbusch

Absent: Kris Hartung, Diane Stoneking

Also: Dana Frey
Shelby Fader
Kay Confer
Pat Kirkwood

Press: Gregg Westigard

Vice Chairperson Markert called the meeting to order at 8:32 a.m.

Approval of Agenda

Motion to approve the agenda made by Tim Strohbusch, seconded by Dr. Markert . All in favor.
Motion carried.

Approval of April 26th, 2011 Meeting Minutes

Motion to approve the April 24, 2011 meeting minutes made by Marvin Caspersen, with the amended meeting date from April 24 to April 26th, 2011, seconded by John Gyllen. All in favor.
Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Marvin Caspersen, seconded by Dr. Markert. All in favor. Motion carried.

Voucher Subcommittee

The Voucher Subcommittee for the next Human Services Board Meeting will be Diane Stoneking, Bill Alleva, and Kris Hartung.

A brief update as to the need for the continuation of this subcommittee was again provided by Mr. Frey. Mr. Frey indicated that the new Policy 10 is on the County Board Agenda. If the policy is passed and the voucher committee is no longer needed, members will be contacted prior to the June 21, 2011 Human Services Board Meeting.

Public Comments

No public comments offered.

Veteran's Services Annual Report 2010

The annual report was handed out and reviewed with all Board members at the previous meeting with the intent that the report would be reviewed and questions brought forward. With no questions raised a motion to approve the Veteran's Services Annual Report was made by John Gyllen and seconded by Bill Alleva.

HSD Annual Report for 2010

The annual report was handed out and reviewed at the previous meeting. Kay Confer reported that CPS was not able to compile the more detailed summary of the 2010 statistics but did have included their overall statistics for the 2010 year. With no questions raised by Board Members a motion to approve the HSD Annual Report for 2010 was made by John Gyllen and seconded by Tim Strohbusch.

1st Quarter Financials

Mr. Frey presented the quarterly report commenting that at this point the department has spent 20% of the yearly budget. Dana indicated as information was coming in that overall things were on line with the budget in most program areas indicating that Behavioral Health would be above budget at this time. Dana stated that if Board members wanted a more detailed report they could be provided but that we would be providing from this point forward a summary style. Dana also reported that in the future the financial overviews would be available on the internet.

Tim Strohbusch reminded the Board on the constant fluctuating of the spending patterns and flow of money that affects the Human Services Department. Dr. Markert agreed reminding the Board that when it comes to Mental Health Placement needs; they are very costly and you can plan but ultimately may not know when someone will need a hospital level of care.

New Committees

Mr. Frey provided information on the process of redeveloping the COP/Family Support and CLTS board. After a conversation with the state it was determined that the committee needed to be replaced after long term care was transitioned into family care leaving COP monies within the Human Services Department. The committee has been redefined and will have its first meeting at the conclusion of the Human Services Board Meeting. Diane Stoneking and Marvin Casperson were appointed from the County Board. Kay Confer reported that the committee will provide insight into the spending of COP monies, the Family Support Plan and waiting list and eligibility requirements of children and adults with disabilities.

Development of Department Narrative

Mr. Frey reported that a goal of the county as a whole was to develop Narratives of a better quality. Within the Human Services Department each unit is defining a Department Narrative and goals. Mr. Frey stated that the Board would be able to see versions of the narratives at next months meeting. The overall goal of the narratives is to help the Human Services Board and staff determines what they want the department to do and then provides the document to do it. Mr Frey indicated that in the future the Narratives will be available for the public as well. Ultimately this will lead the department into performance based budgeting with outcomes that meet the level of service provided. Kay Confer commented that the overall process is difficult within Human Services and we are starting small with Key components in each of the units. Tim Strohbusch commented on the complexities of business vs. a service sector and how do we measure the effectiveness. Bill Alleva and John Gyllen provided examples of measured outcomes within the educational setting and how it can be used to define whether a school is successful or not. However it does not always present all the facts.

Mr. Frey reminded the Board of the overall process of the Budget for this year. He stated that in July the Board would be receiving its first set of Numbers with discussion in August and the goal of a submitted budget in the Month of September.

Human Services Director Replacement

Mr. Frey indicated that the responses back for the Director position were not overwhelming. At this point it appears the process is going to take longer than originally thought. To date Employee Relations had received inquiries from one qualified, one potentially qualified and one minimally qualified candidates. Ideally Mr. Frey indicated that he would like to see four qualified candidates. Mr. Frey stated that they would be placing the position in the newspapers and would look toward a search firm if need be. Dr. Markert expressed his continued thanks to the staff for all their work during this transition period.

Briefing in Response to Benefit Eligibility

Mr. Frey reported that the work with the state is ending and that the auditors would be here at the end of the month. Next month the department will be hearing back from the state but overall the consensus is that there were no personal gains involved in the work but simply mistakes. Regardless the relationship with the state has been very positive and the direction moving forward is good. Mr. Frey briefly reviewed Logisticare and medical transportation as well as reporting that the state of development in Economic Support and the budget is still unknown.

Monthly Statistics

The monthly statistics report was distributed and briefly reviewed.

Committee Observations

Comments were offered. Tim Strohbusch wished to thank all the staff for the work that was being done in a time that could be considered very damaging to an organization. Mr. Strohbusch went on to state that the county needed the right people to step up and that he wanted to thank Kay Confer for all the good things she has done, indicating that if there was any way for the county to recognize Kay financially for her effort he hoped the county would do so.

Next Meeting/Refreshments

The next meeting is scheduled for June 21, 2011 at 8:30 a.m. Diane Stoneking will provide refreshments for the May meeting.

Adjournment

Motion to adjourn the meeting at 9:30 a.m. made by Tim Strohbusch, seconded by Bill Alleva. All in favor. Motion carried.

Respectfully submitted,

William Alleva
Secretary