

POLK COUNTY HUMAN SERVICES BOARD MEETING AGENDA

Agenda not necessarily presented in this order

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

Mr. Stroebel, Mr. Caspersen and Mr. Gyllen

Refreshments:

Mr. Gyllen

Thursday October 13, 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. Call to Order
2. Approval of Agenda
3. Approval of September 15th, 2011 Meeting Minutes
4. Approval of Vouchers
5. Voucher Subcommittee
6. Public Comment
7. Income Maintenance Consortium Update
8. 2012 Budget Recommendations / Discussion and Action
9. COP Committee Replacement Update
10. Agency Fees and Case Management Rates
11. Monthly Statistics
12. November Meeting Date
13. Committee Observations
14. Next Meeting/Refreshments
15. Adjournment

George Stroebel, 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
October 13th, 2011***

Present: William Alleva
Marvin Caspersen
Kris Hartung
John Gyllen

David Markert
Russell Arcand
George Stroebe

Absent: Geri Christensen, Tim Strohm

Also: Dana Frey
Shelby Fader

Kay Confer
Pat Kirkwood

Press: Gregg Westgard

Chairperson Stroebe called the meeting to order at 8:30 a.m.

Approval of Agenda

Motion to approve the agenda was made by Russ Arcand, seconded by Marv Caspersen.
All in favor. Motion carried.

Approval of September 15th, 2011 Meeting Minutes

Motion to approve the September 15th, 2011 meeting minutes made by Dr Markert.
The motion was seconded by Kris Hartung. All in favor. Motion carried.

Approval of Vouchers

Motion to approve the vouchers made by Marv Caspersen, seconded by John Gyllen.
All in favor. Motion carried.

Voucher Subcommittee

The Voucher Subcommittee for the next Human Services Board Meeting will be Kris Hartung, Bill Alleva, and Marv Caspersen. At this point the voucher subcommittee will need to continue to meet.

Public Comments

No public comments offered.

Income Maintenance Consortium Update

Pat reported that a proposal has been submitted by the consortium members of the job duties of those employed in the call center. To date it appears that Polk County ES workers will expand their caseload sizes to 760. Currently they have 4 to 500 cases each. The call center will be responsible for making basic changes to consumer's records. Pat indicated that funding is available and we will be keeping two and one half more positions within our county ES unit. All current ES structure will be reviewed in 2013.

The intent of the call center is to never have consumers waiting more than 2 minutes to have their call answered.

2012 Budget Recommendations/Discussion and Action

Dana reported that the reduction in personnel costs along with some increased revenue will serve as a wash to the 2013 HSD budget proposal. Dana emphasized that the biggest changes came in the organizational structure resulting in reorganization and restructuring of the department. Dana announced that in 2013 there will be two Managers and that each unit will have a lead worker. The new structure has created no middle level of management. The self directed teams will work toward developing measures that demonstrate the quality of the work that is being done for 2013 performance indicators. In addition to the internal restructuring the county is looking to merge the ADRC with Aging Services which would save \$40,000 to \$50,00 to the county. Because of these changes there has been a savings of \$154,000 to personnel costs. Dana reminded the group that procedurally they needed to make a motion to add the 2.5 ES positions back into the budget. The motion was made by Bill Alleva and seconded by Kris Hartung. All in favor. The motion carried. Dana congratulated Pat on the work she had done with the numbers regarding the Economic Consortium redesign. Russ Arcand made a motion to pass the proposed 2013 HSD budget on to the finance committee for approval, the motion was seconded by Marvin Casperson seconded the motion. All in favor. The motion carried. Dr Markert made a motion to pass the proposed 2013 Veterans Services budget on to the finance committee for approval, the motion was seconded by John Gyllen. All in favor. The motion carried.

Dana reported to the board that the Director applications were being reviewed. At this time of the twenty applicants, five did not meet qualifications, ten met minimal qualifications and five exceeded the minimal qualifications. During the next week a decision will be made as whether or not a search firm will be needed.

COP Committee Replacement Update

The group approved the recommendation of George Stroebel to serve as the County representative on The COP Committee.

Agency Fees and Case Management Rates

Psychological service rates will stay the same for 2013 as well as intake and therapy rates. MA case management reimbursement is \$26.00 an hour. Kay discussed with the group the pros and cons of raising the case management rate. A motion was made by Kris Hartung to increase case management fees in 2013 to \$75.00 an hour with a second by Dr Markert. All in favor. The motion carried.

Monthly Statistics

The monthly statistics report was distributed and briefly reviewed.

November Meeting Date

The November Human Services Board meeting is scheduled for November 9th, 2011 at 1:00 p.m. with the Voucher Committee meeting at 12:30 p.m.

Committee Observations

Marvin Casperson expressed his approval of Dana's decision to take the time needed to find a quality candidate for the Director position. John Gyllen stated that the department has gone through some huge financial and structural changes referencing what was once an 8 million dollar budget and now is 2.9 million.

Next Meeting/Refreshments

The next meeting is scheduled for November 9, 2011 at 1:00 p.m. Marvin Caspersen will provide refreshments for the November meeting.

Adjournment

Motion to adjourn the meeting at 9:45 a.m. made by Dr Markert seconded by Kris Hartung. All in favor. Motion carried.

Respectfully submitted,

William Alleva
Secretary