

## **MINUTES**

The Vernon County Department of Human Services Committee met on Monday, January 13, 2014. The meeting was called to order at 9:00 a.m. by Chairperson Sherman Erlandson. Proper public notice was given. Erlandson asked for approval of the minutes as sent. Motion made by Vosseteig to approve the minutes as sent. Second by Starks. Motion carried.

### **Audience to Visitors**

No one from the audience wished to speak.

### **Review and Approve Line Item Transfers in 2013 Budget**

Eitland stated that the 2013 budget is so close this year that the line items transfers won't be discussed until the February meeting in order to provide the most accurate information possible. Eitland also stated that 2013 contract amendments will need action next month as well.

### **Presentation of Vouchers/Internal Transfers**

Vouchers were presented. Eitland informed the committee that there are 2013 and 2014 bills on the vouchers. Motion by Starks to approve the vouchers in the amount of \$277,289.51. Second by Vosseteig. Motion carried.

There were no internal transfers.

### **Take Action on Request to Fill Vacant Position**

Eitland stated Tyler Trugillo is retiring at the end of January. Eitland stated Trugillo has worked for Vernon County in the Family & Children's Unit with the juvenile and delinquency caseload for about 15 years. Eitland stated this position is funded with youth aids and tax levy dollars. Eitland wanted to reiterate that she feels the reason we balance things out so well is because we are at full staff. Motion made by Starks to fill this position. Second by Radcliffe. Motion carried.

### **Financial – Marsha Everson**

Everson stated that looking at the 2013 projection sheet the figures are very close.

Everson stated Human Services received an additional \$48,000 WIMCR (Medicaid cost reporting) payment that was not budgeted for. Everson stated this payment covered a period of about 4 years and is considered project revenue which can offset operating expenses.

Eitland stated we have not used any of the \$100,000 the County Board authorized but when the remaining bills come in we may have to. Eitland stated that almost \$200,000 was spent at Mendota in 2013.

### **Family & Children's – Jim Lee**

Lee handed out the intake and access report for December.

Lee stated there are 13 children in out of home care.

Lee stated there are 10 families in kinship care.

Lee stated there are 3 families in the in-home safety services program.

Lee stated there are 8 families in the CST program.

Lee stated that Tyler Trugillo is retiring the end of January.

Lee stated Jada Hrubes is on maternity leave.

Lee stated Katelyn Strait started her internship today.

### **Long-Term Support – ADRC WW – Jean Klousia**

Klousia informed the Board that the bill they approved for Trempealeau County Health Care today was for November and that next month there will be the December bill estimated at \$40,000.

Klousia stated that one person who was at Trempealeau County Health Care has been moved to Brotoloc which has a cheaper daily rate.

Klousia stated there are 3 people at Winnebago with 1 possibly moving to a community placement.

Klousia stated the ADRC currently has 60 open cases.

Klousia stated that she and the social workers at the ADRC will be doing the functional screen testing which has to be done every two years. Klousia stated the functional screen determines eligibility for care and is used by ADRC Social Workers.

Klousia stated we are seeing significant needs in mental health services especially younger individuals needing support.

### **WREA/Income Maintenance – Chris Stanke**

Stanke stated we are approaching the date when staff will process cases that are eligible for public assistance but they applied on the health care exchange.

Stanke stated staff will be reviewing policy changes for Badger Care that will begin April 1<sup>st</sup> due to the Governor's extension. Stanke stated workers won't be able to work on new cases until sometime in February.

### **Clerical/ES/Administration – Kelly Schwarz**

Schwarz stated the front office staff has been busy making the transition from 2013 to 2014.

Schwarz shared the items given out at holiday time: 10 food baskets at Thanksgiving which is coordinated by Marla Marx in the Family & Children's Unit, 23 families received gifts compared to 16 families last year, 54 additional children were helped, 5 additional food baskets, 199 pairs of pajamas and 5 businesses donated hats and mittens.

Motion was made by Starks to go out of agenda order and go into closed session so all committee members could be present. Second by McCoy. Motion carried.

Motion made by Brault to go into open session. Second by Vosseteig. Motion carried.

Motion made by Brault to approve Eitland's job evaluation. Second by Starks. Motion carried. Brault thanked Eitland for the letter she sent out prior to her evaluation and stated it was very helpful.

### **Director's Report – Pamela Eitland**

Eitland said she was following up on the Comprehensive Community Services Regional Plan that was discussed at the December meeting. Eitland stated Vernon County has submitted our notice of intent to work with Crawford County and Center Point Counseling Services. Eitland stated the expected implementation date is the Fall of 2015.

Eitland stated that some research has been done regarding the safety of the employees in the Erlandson Building due to the threat that was made against one of our staff members. Eitland stated there is already a County Safety Committee in place. Eitland stated Erlandson Building department heads have been asked to identify what they feel their needs are for safety. Eitland stated we need a more comprehensive plan as to what to do for the whole building and all county building in general in regards to safety issues. Eitland stated some good suggestions have been received from department heads and they will work through Phil Hewitt to get information to the Building & Facilities Committee.

Eitland stated that La Crosse County has decided to build one 50 bed nursing home. Eitland stated if Mississippi Valley Health Services would decide to build a second nursing home they could not build it on the same site. Eitland stated she specifically asked at the last meeting if a Mississippi Valley second building could be in another county and the answer was yes. Eitland stated that Dan Meyer, the Vernon Manor Nursing Home Administrator, Eitland and Klousia will participate in meetings with La Crosse and Monroe Counties to look at all options. Klousia stated we currently have 7 residents at Lakeview.

The next meeting of the Human Services Committee was set for Monday, February 17, 2014 at 9:00 a.m.

Motion made by Richardson to adjourn. Second by Starks. Motion carried.

Submitted by,

Kim Tainter  
Administrative Secretary

**MEMBERS PRESENT**

Sherman Erlandson  
Jay Vosseteig  
Bob Starks  
Brian Richardson  
Dianne Radcliffe  
Frank McCoy  
Dennis Brault

**MEMBERS ABSENT**

Maynard Cox  
Ralph Hicks

**OTHERS PRESENT**

Pamela Eitland  
Kim Tainter  
Marsha Everson  
Jean Klousia  
Jim Lee  
Sheri Hammond  
Chris Stanke  
Kelly Schwarz