

**MINUTES OF THE VILAS COUNTY  
BOARD OF SOCIAL SERVICES  
August 12, 2013**

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Present: Maynard Bedish, Mary Kim Black, Mark Rogacki, Kate Gardner, Jason Hilger, Corinne Hoffmann, Eric Swanson,

Absent/Excused: Alden Bauman, Erv Teichmiller

1. Call to Order

Meeting called to order at 10:07 AM by Rogacki.

2. Roll Call

Present: Maynard Bedish, Mary Kim Black, Mark Rogacki, Kate Gardner, Jason Hilger, Corinne Hoffmann, Eric Swanson,

Absent/Excused: Alden Bauman, Erv Teichmiller

3. Approval of Agenda in Any Order

**Motion made by Bedish, seconded by Black, to approve the agenda as published. All voted aye, carried.**

4. Approval of July 8, 2013 Minutes

**Motion by Black, seconded by Bedish, to approve the minutes from July 8<sup>th</sup>, 2013. All voted aye, carried.**

5. Juvenile Intake Supervisor's Report

- a) Budget – Monthly budget and expenses were handed out for Board review.
- b) Line Item Transfers – One transfer discussed.

**Motion by Bedish, seconded by Black, to approve the line item transfer discussed. All voted aye, carried.**

- c) Property – None
- d) Resolutions – None

6. Review of Juvenile Intake Administrative Vouchers

Hilger advised this line could be removed from the agenda for both Juvenile Intake and Social Services since the vouchers are discussed under budget. Board members in attendance agreed and requested this line be removed on future agendas.

## 7. Emergency Government Planning Update – IC100 Training

A follow-up planning meeting was held with Vilas County Mapping and several other agencies regarding the utilization of GIS Mapping to identify vulnerable clients in case of an emergency. HIPPA requirements will dictate that passwords will need to be in place to ensure information can only be accessed by appropriate personnel. For a system like this to work well, information must be updated at least quarterly. Further exploration and work will be required in order to implement such a system.

## 8. Department of Social Services Report

- a) Monthly Budget & Review – Budget Information handed out for Board member review.

Hoffmann provided information concerning the COP revenue amount that appears overstated on the 2013 budget and how it may affect the end of year total amount. Hoffmann advised that she and COP fiscal worker Cathy Higley met with the Iron County Financial Manager regarding how case management is currently being entered into the Visual WISSIS accounting system in Vilas County. Based on that meeting Hoffman indicates there is potential that certain changes can be made that will better capture data and improve the reimbursement of case management from the COP program.

- b) Line Item Transfers – Budget line item transfer discussed. Hilger advised that this did not need to be done as a line item transfer, but can be addressed through his office.
- c) Property – The department is in need of office equipment for the new PPACA worker, which is paid for exclusively by dollars supplied by the State to the Northern Income Maintenance Consortium (NIMC). Because of the urgency of this program, the department needed to purchase the items since the new worker has already started. The amount is approximately \$2200, which includes a desk, computer, monitors, telephone, and headset. Discussion followed. Board advised to make sure Dave Alleman knows of the purchases.

**Motion by Bedish, seconded by Black, to allow the purchase of the office equipment for the LTE full time PPACA worker. All voted aye, carried.**

- d) Resolutions – PPACA Resolution Revisited. A previous resolution presented by the Social Services Board to the County Board last month was to hire a .5 LTE worker for PPACA. Because of the recruitment difficulties other counties within the Northern Income Maintenance Consortium (NIMC) are having, Wood County, the Lead agency for the NIMC, has requested that Vilas County raise the .5 LTE to a 1.0 LTE.

**Motion by Black, seconded by Bedish, to forward a resolution to the County**

**Board to increase the PPACA .5 LTE worker to 1.00 LTE. All voted aye, carried.**

9. Review of DSS Administrative Vouchers

See line 6 under Review of Juvenile Intake Administrative Vouchers

10. DSS Directors Report

- a) Annual Report and Public Participation Meeting September 9<sup>th</sup> – this open meeting is scheduled for 10:00 am to be followed by the September Social Services Board meeting.
- b) APS Vacancy – The new APS Social Worker starts on August 19<sup>th</sup>. COP funds pay for the worker's salaries and benefits. This position was never deleted, but was vacant in later half of 2012 and most of 2013, so it was not budgeted for 2013. Gardner must submit a resolution for the Social Services Board to forward to the County Board showing the position is sum sufficient.
- c) Update on Issues Concerning State Timelines for CPS Data Entry – Discussion around difficulties meeting State Child Protective Services timelines presented by differences between Tribal and County Court timelines and lack of necessary Tribal access to State data system. Suggestion by Rogacki to invite State personnel to Social Services Board meeting to discuss issues.

**Motion by Black, seconded by Bedish, to refer the issue to the Tribal Concerns committee for review. All voted aye, carried.**

- d) Update on Childcare Program – The NIMC is working with the State to move this program into the NIIMC in January of 2014. The NIMC is checking with Department of Children and Families to see if inexpensive webcams are considered secure enough to meet fact-to-face requirements for child care clients. If webcams cannot be used, other more expensive video conferencing equipment may have to be considered. Funding for this could fall to the individual counties.
- e) Update of Coordinated Service Team Formation – Social Services is working with Deb Blackstone of the Family Resource Connection to develop an interagency coordinating committee to serve as forum for agencies involved in the Coordinated Services Team process. The Family Resource Coalition has indicated they are willing to make this part of their mission. The first meeting of this group will take place on 8/13/13.
- f) Thank you letters to the Legislators, DHS, and WCA staff who supported the lobbying efforts for consortium funding were available for Board member perusal
- g) Update of Human Services Redesign – The content of the voting at the upcoming September WCHSA meeting was discussed.

**Motion by Rogacki, seconded by Black, to vote “No” to WCHSA moving the umbrella statue on to the Legislators. Vote was 2-1, with Bedish voting no to the motion. Carried.**

11. NEW AGENDA ITEM: Letters and Communication – Jason informed the board that the Human Service Center is requesting an increase in the 2014 budget. This will be brought up at the Finance Meeting.

12. Next Meeting – Monday, September 9, 2013 at 10:00 am.

13. Adjournment