

Unapproved Minutes
Clark County
Social Services Committee Meeting

The meeting was held on May 15, 2019 in Room 307 at the Clark County Courthouse in Neillsville.

Chairman Rueth called the meeting to order at 9:30 a.m.

Roll Call

Committee Members Present: Roll call taken with the following members present: Chuck Rueth, William Neville, Arlene Kodl, and Frieda Rollins.

Committee Members Absent: Art Petke

Attendance

Others in attendance were as follows: County Board Chairman, Wayne Hendrickson; Director DSS, Pamela Kernan; Social Worker, Michele Krug (dismissed at 9:36 a.m.); Foster Care Coordinator, Lisa Ochodnicky (dismissed at 9:56 a.m.); Foster Parent, Hannah Olson (dismissed at 9:56 a.m.); and Business Office Manager, Suzanne Schoen.

New Social Worker Introduction

New Social Worker Krug was introduced to the committee. Krug started on March 15, 2019.

Children & Family-Foster Care

Kernan shared the Proclamation of National Foster Care Month with the committee. Foster Care Coordinator, Ochodnicky shared information on Foster Care and Foster Care Month. Currently Clark County has 24 Foster Homes. Olson, Foster Parent, spoke to the committee on the impact of being a Foster Parent. Olson spoke on the need for awareness for the Foster Care Program.

Meeting Minutes

At 9:57 motion to approve April 10, 2019 minutes by Neville; second by Rollins. Voice vote taken with all "aye"; motion carried.

Disbursements

At 10:03 a.m. motion to approve and file April 2019 disbursements by Kodl second by Neville. Voice vote taken with all "aye"; motion carried.

2019 Budget and Current Placement List

Kernan reviewed the 2019 budget and placement list and updated the committee on the final expense to the 2018 fund balance.

At 10:20 a.m. motion to receive and file 2019 budget and placement list by Kodl; second by Neville. Voice vote taken with all "aye"; motion carried.

WCHSA Update

Kernan attended the Wisconsin County Human Service Association's (WCHSA) Spring Conference in April. Kernan shared information on the main message regarding services through DCF which includes asking the question "What would love do?" given by the Commissioner, Jerry Milner, U.S. DHHS, Administration Children Youth and Families. Discussion and information about Governor Ever's budget was shared. Kernan shared the new DHS 40 update, which includes a description of what trauma means and what trauma-informed services are.

Children & Family-Social Worker Position

Social Worker Bryan submitted a letter of resignation dated March 17, 2019. Position is posted and closes on Friday, May 24, 2019.

Children & Family-Step Adjustment

Kernan requested that Social Worker Amanda Saule be moved from step one to step three on the new Clark County Wage Scale. Kernan informed the committee that Saule will have met her 18 months on July 2, 2019. Kernan indicated that per the 2018-2019 scale for 18 months, Saule would have moved to \$23.34, and now on the new wage scale, Saule would be moved to \$20.96. It would take Saule an additional 18 months to reach the step three wage. Kernan also distributed information regarding the cost to the department in turn over along with information on the social worker turnover in 2017, 18 and 19. Kernan explained the continued cost in placement when a new social worker is assigned to a case and the cost of turnover.

At 11:06 a.m. motion to approve step adjustment request from Step One at the rate of \$20.96 to Step Three at the rate of \$23.84 and send to the Personnel Committee for review by Neville; second by Rollins. Voice vote taken with all "aye"; motion carried.

Children & Family-Social Worker Internship

The department will be hosting a Social Work Intern throughout the summer. Jessica Burt will be supervised by Social Worker Conrad. Burt is currently attending UW-Platteville and is requested a 400 hour internship through our department. Burt will start with the department May 21, 2019.

Kernan requested approval from the committee to support a paid internship for Ashley Schultz, who is in the process of obtaining her Juris Doctor Degree through Mitchell Hamline School of Law. The internship would include working in partnership with the Corporation Counsel on a variety of related department court processes. The internship would consist of a total of 135 hours minus classroom assignments, reports, goals, and homework which will be outside of worktime.

At 11:16 a.m. motion to approve externship by Kodl; second by Neville. Voice vote taken with all "aye"; motion carried.

WREA-Step Adjustment

Kernan requested that Benefit Specialist, Melissa Hancock be moved from step one to a step three on the new Clark County Wage Scale. Kernan informed the committee that Hancock will have met her 18 months on July 15, 2019. Kernan indicated that per the 2018-2019 scale for 18 months, Hancock would have moved to \$19.02; on the new wage scale, Hancock moved to \$19.56. Kernan also handed out information about the extensive State training and the extremely high turnover that is costly to the department.

At 11:20 a.m. motion to approve step adjustment request from Step One at the rate of \$17.19 to Step Three at the rate of \$19.56 and send to the Personnel Committee for review by Neville; second by Rollins. Voice vote taken with all "aye"; motion carried.

WREA-Addendum Approval

At 11:22 a.m. motion to approve WREA Addendum and move to County Board Chair for signature by Kodl; second by Neville. Voice vote taken with all "aye"; motion carried.

WREA-Update

Benefits Specialist, Asmaile Welch submitted a letter of resignation dated May 22, 2019. Position is posted and closes on Friday, May 24, 2019.

WREA-Telcommuting

Kernan updated the committee that the WREA Supervisor McDonell will be out of the office until May 20, 2019. Kernan indicated that when McDonell returns, the department will move forward with transiting one Benefit Specialist into a telecommuting role.

WHEAP & Child Care Certification-Step Adjustment

Kernan updated the committee on the Business Office Managers reassignment of duties that were effective in January 2019. Kernan reviewed the updated job description, adding supervision of the WI Home Energy Assistance Program and the Child Care Certification Program. Kernan informed the Committee that the Business Office Manager has completed the required three-day State Child Care Certification training and additionally the required WHEAP training. Kernan requested a step increase for the Business Office Manager due to the reassignment of additional duties/programs and the additional supervision of staff.

At 11:28 a.m. motion to approve step adjustment request from current Step Two at the rate of \$28.16 to Step Three at the rate of \$30.14 and send to the Personnel Committee for review by Kodl; second by Rollins. Voice vote taken with all "aye"; motion carried.

All Agency

The next department All Agency is scheduled for Wednesday, June 19th from 10:00 a.m. to 3:00 p.m. Schoen will be attending the Personnel Committee Meeting to request \$3,000 from the Wellness Fund to pay for a speaker. Kernan reported that the speaker is Brain Udermann, Ph.D, who would present on "Work Life Balance". Speaker information has been shared with the Personnel Manager for review who may consider a county-wide training.

Agency Collaboration

Kernan indicated that the Department is working with the Sherriff's Department, Community Services, and Clark County Rehabilitation and Living Center on updating the current MOU on Emergency Protective Placements.

Public Comment

None.

Agenda items for Upcoming Meeting (s)

None.

Next Scheduled Meeting

Wednesday, June 12, 2019 at 9:30 a.m. in Room 307.

Future Scheduled Meeting Dates

Wednesday, July 10, 2019 at 9:30 a.m. in Room 307.

Wednesday, August 21, 2019 at 9:30 a.m. in Room 307.

Adjournment

At 11:38 a.m. motion to adjourn meeting by Neville; second by Kodl. Voice vote taken with all "aye"; motion carried.

Submitted By:

Suzanne M. Schoen

Business Office Manager

Clark County Department of Social Services