

LINCOLN COUNTY
Social Services Committee
Minutes of Thursday, July 20, 2006, 5:30 p.m.
Health and Human Services Center

Members Present: Robert Weaver, Jeff Kahle, Ronald Krueger, Bill Zeitz, Michael Loka arrived 5:50 p.m.

Visitors: Jim Bestul, John Mulder, Jean Labbus, Mary Schultz, Debi McGregor

1. **Call Meeting to Order** –Meeting Called to order at 5:33 p.m. by Vice-Chair Krueger
2. **Approve Minutes of June 15, 2006 meeting** –Motion by Zeitz, second by Kahle to approve minutes as printed. All voting aye – motion carried.
3. **Financial Report** (formerly Administrative and General Relief Vouchers) – There were no General Relief Vouchers, voucher summary of Administrative Vouchers was circulated and made available to the committee.
4. **Summary of Case Actions – FS/MS Recipients and Payments – Month of: June 2006**

<u>Program</u>	<u>Cases</u>	<u>Total payments</u>
Food Stamps		
FS,MA	449	87,666.00
FS, only	<u>215</u>	<u>16,401.00</u>
Total FS	664	\$104,067.00
Medical Assistance		
MA,FS	449	
MA only	<u>1433</u>	
Total MA	1882	
Badger Care	307	
Uniform Foster Care	2	
Foster Care Over 18	0	
Kinship Care Cases	16	
Group Home	1	
Institutional Care	1	
Lincoln Hills School	0	

5. **Status of Vacancies**
 - a) **Social Worker Position** – Unit is fully staffed for the first time since May 2005.
 - b) **Program Assistant Position** – Position filled by fiscal specialist in Clerical Unit.

- c) **Refilling Position Open Due to Transfer** – Requesting permission for all subsequent openings created by employees transferring to new positions to be filled without individual approval by Administrative Committee. Motion made by Weaver to fill vacant fiscal specialist position and any subsequent vacancies due to transfer. Motion seconded by Zeitz. All voting aye – motion carried.
 - d) **Economic Support Position Requisition** – Paperwork has been completed and submitted to Administration Department. Per John Mulder, new position requests will be decided by August 1, 2006.
6. **Parent Education Program** – Catholic Charities will not be filling vacant parent educator position. Looking at other potential contractors to provide these services. RFP's will be sought to continue Parent Education Program.
7. **Children's Service Society of Wisconsin Report** – Mary Schultz introduced her replacement, Debi McGregor. Information presented on funding sources, case loads for first half of year, and potential additional grants. Discussion on serving Hispanic clients in Lincoln County. Loka complimented Schultz on aggressively pursuing grants.
8. **Directors Report** – Committee commented they liked receiving report before meeting. Clerical and Fiscal Unit – unpaid leave of absence approved for employee who has exhausted medical leave. Economic Support Unit – continues to work toward upgrading to required scanning of records. Several employees completed training on procedure. Hopefully state will install necessary equipment within next few weeks. Long Term Support Unit – Resolution: **Designating “Elder Adult-at-Risk” and “Adult-at-Risk” Agency** reviewed. Motion made and seconded to move this resolution to next month's meeting. All voting aye – motion carried. Children and Families Unit – RFP's to replace Parent Education Program services previously contracted through Catholic Charities. RFP will be posted prior to next committee meeting.
9. **2007 Budget Process** – Director Bestul presented a variety of reports showing that Social Service Agency is within budget for the first six months of the year. Committee members interested in seeing monthly financial detail since Administration would like committees to be more involved with budget process. Bestul explained the 2007 Budget Timeline distributed to all department heads. Discussion on preliminary 2007 proposal with probability of reduction in surplus funds being returned to the General Fund at the end of next year. Committee will revisit budget discussion next month.
10. **Closing Comments** – Weaver asked Director Bestul how many days he had been out of the office this month. Bestul replied he was out one-half day attending a meeting in Langlade County. Weaver complimented Bestul on having his staff attend training.

10. Set Next Meeting Date – Next meeting date August 17, 2006 at 6:00 p.m. Human Services Building.

10. Adjourn – Motion by Krueger, second by Kahle to adjourn at approximately 6:35 p.m. – All voting aye. Motion carried.

Submitted by,

Jim Bestul, Director

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