

LINCOLN COUNTY
Social Services Committee
Thursday, May 18, 2006 at 5:30 p.m.
Health & Human Service Building

Members Present: Loka, Krueger, Kahle, Zeitz & Weaver

Visitors: J. Bestul, M. Bestul, Ceplina

1. Meeting was called to order by Vice Chairman Krueger at 5:45 p.m.

2. Minutes of April 20, 2006 were approved as printed by Motion/Second M/S Kahle/Krueger - all voting aye.

Supervisor Loka arrived at 5:50 p.m.

3. Review Administrative & General Relief Vouchers – No general relief vouchers, no monthly voucher summary was available, will be made available at the next regular meeting.

4. Summary of Case Actions – No case actions reported

5. Status of Vacancies

a) Social Worker Position – Individual interviews are pending

b) Program Assistant Position – Will be posted and advertised

c) Economic Support Position – Position has been vacant for four years and will need to be treated as a new position. All required steps and committee approvals are required before position is recreated and staffed. Director Bestul reiterated his support for the new position because of the heavy case load in the Economic Support Unit.

6. Office furniture – Director Bestul reported that eleven used work stations at \$1250 each are locked in for purchase and there may be a few more available. The committee supports purchase of used work stations.

7. Copy Machine Bid Approval – Copy machine bids were received after all steps in Request for Proposal Process were completed. Bids ranged from \$4,000 to \$15,000, low bid by E.O. Johnson just over \$4000 was accepted. M/S Loka/Weaver to approve purchase recommendation.

8. Program Details – Because there are several new committee members, Director Bestul described and explained the functions of the major Social Service Units.

a) Children & Family Unit – Staff consists of six workers, plus one yet to be hired, plus one supervisor. Major responsibility includes protective services, entering cases into the WiSACWIS database/state tracking system, Juvenile delinquent cases, Kinship cases, Foster Parent cases. A brief explanation of each area of responsibility was provided.

b) Long Term Support Unit - Staff consists of six workers plus one supervisor. Major responsibility includes CIP & COP programs, family care program if enacted by the state.

c) Economic Support Unit – Staff consists of six workers and an LTE. Major responsibility includes Fuel Assistance, Medical Assistance applications, BadgerCare, Food Stamps, case load of approximately 450 cases per worker, 2800 to 3000 cases in the county. At these numbers approximately 10% of the population of the county qualifies for assistance.

d) Clerical and Fiscal Unit – Staff consist of six workers. Major responsibility includes Case notes, Front desk operation for all building occupants, all State billing, all fiscal operations, and related administration.

9. Directors Report – Director Bestul attended a three day Wisconsin County Human Service Conference and reported that Family Care, will potentially be enacted for all Wisconsin Counties in two years. Currently there are pilot programs operating in the state. Major responsibility will include Aging with emphasis on creating Disability Resource Centers.

10. Set next Meeting date – June 15 at 5:30 p.m. in the Health & Human Services Building

11. Adjourn – M/S Weaver/Krueger to adjourn – All voting Aye.

Submitted by,

Robert Weaver
Secretary