

**JEFFERSON COUNTY HUMAN SERVICES**  
**Board Minutes**  
**Thursday, September 25, 2008**

**Board Members Present:** Jim Mode, Pam Rogers, Richard Jones, Gail Towers Macaskill, Marty Powers, John McKenzie, and Jim Schultz

**Others Present:** Tom Schleitwiler, Dan Gebauer, Donna Hollinger, Sydney Wesemann, Sue Torum and Gary Petre.

1. **CALL TO ORDER**  
Mr. Mode called the meeting to order at 9:30 a.m.
2. **ROLL CALL/ESTABLISHMENT OF QUORUM**  
Quorum established
3. **CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**  
Compliance attained
4. **REVIEW OF THE AGENDA**  
The agenda was reviewed with no changes.
5. **PUBLIC COMMENT**  
No comments
6. **APPROVAL OF JULY 31, 2008 REVISED BOARD MINUTES**  
Mr. Powers made a motion to approve the July 31, 2008 revised board minutes.  
Mr. McKenzie seconded.  
*Motion passed unanimously.*
7. **APPROVAL OF AUGUST 28, 2008 BOARD MINUTES**  
Ms. Rogers made a motion to approve the August 28, 2008 board minutes.  
Mr. Jones seconded.  
*Motion passed unanimously.*
8. **APPROVAL OF SEPTEMBER 8, 2008 FINANCE COMMITTEE MINUTES**  
Mr. Schultz made a motion to approve the September 8, 2008 finance committee minutes.  
Mr. McKenzie seconded.  
*Motion passed unanimously.*
9. **REVIEW OF AUGUST, 2008 FINANCIAL STATEMENT IF AVAILABLE**  
Minutes were not available.
10. **DISCUSSION OF 2009 BUDGET OUTCOME FROM FINANCE COMMITTEE**  
Mr. Gebauer distributed four handouts including: (attached)
  - 2009 Budget Revisions
  - 2009 Budget Request
  - E-mail from the Office of Family Care Expansion
    - Caseload Sizes

Mr. Gebauer began with the Budget Revisions and said that this report details the changes that have been made since the process began in July. A summary of these changes is located at the bottom of the page, which ends with a current tax levy request of \$7,437,895.

The Budget Request is similar to the ones presented at prior meetings; however it now has four new columns that identify what amendments were made to the budget.

Mr. Gebauer said that he has been asked what would happen if we decided to opt out of Family Care. He included an e-mail written by Judith Frye, Director of the Office of Family Care Expansion, which helps explain the series of events that implemented Family Care. Ultimately he said that we can't opt out due a number of reasons, but the most important reason is the fact that the State now has a contract with Care Wisconsin to provide these services. It is now financially advantageous for the County to contract with Care Wisconsin.

Mr. Gebauer said he was also asked what the caseload size is for our teams compared to what the state requirements are. The Caseload Sizes report compares our county's caseload size to the standard caseload on the following teams: CHIPS, Delinquency, CCS, CSP, Mental Health and AODA.

Mr. Schleitwiler then discussed several of the budget changes:

- He said that we are dependent upon Badger Care Plus to provide medication, which will begin around March or April.
- Because we transferred the part time jail social worker to CCS, we will be called to the jail on an emergency basis only now, however the positive side is that we can help more people with serious mental health issues.
- We reduced the PADA funding by 50% which remains a concern if there is a crisis response. We won't know what the consequences of that will be for awhile, but will continue to talk about it as the year goes on.
- The \$80,000 cut at the Lueder Haus will be personnel, but the final decision on exactly how that will happen still needs to be determined.
- Mr. Schleitwiler asked the board to re-address the idea of cutting the lead janitorial position. He said that this position supervises the other part time staff and is responsible for securing all of the buildings at night. This position also helps clean the buildings, does routine maintenance, and helps with snow removal. Mr. Schleitwiler would like the Board to consider eliminating 4 part time janitors instead, which would equal the dollar amount of the full time position.

Mr. Petre said that since the Finance Committee has concluded, a Supervisory Amendment would have to be made in October.

Ms. Rogers made a motion to direct the chairman to provide a supervisory amendment to make this change to eliminate 4 part time janitors and restore the lead janitor position.

Mr. Jones seconded.

*Motion passed unanimously.* (Ms. Towers Macaskill absent)

Mr. Gebauer asked if we need to have a motion to cut \$80,000 at the Lueder Haus. After some discussion regarding the process at the Lueder Haus, the following motion was made; Ms. Rogers made a motion to reduce the Lueder Haus staff by \$80,000.

Mr. Jones seconded

*Motion passed unanimously.*

**11. REVIEW AND APPROVE CHANGES TO GUARDIANSHIP POLICY**

Ms. Torum distributed a Guardianship Services Policy which identifies the Purpose, Policy and Procedure for county sponsored guardianship services. (attached) She said that the Guardianship Policy has very few changes which includes removing the policy that covered Countryside Home. Ms. Torum spoke about the 5 specific areas of the Policy and the Procedures. Any special circumstances would be discussed with the Director. She said that this Policy has been supported by our Corporate Counsel.

Ms. Rogers made a motion to approve the changes to the Guardianship Policy as presented.

Mr. McKenzie seconded.

*Motion passed unanimously.*

**12. UPDATE ON FAMILY CARE GRAND OPENING**

Mr. Schleitwiler presented a flyer announcing the opening ceremony and reception being held this afternoon to celebrate Family Care in Jefferson County. He said that it's a time to meet the Care Wisconsin staff along with Karen Timberlake, the Secretary of WI Dept of Health and Family Services, who will be giving the opening remarks.

**13. REPORT ON AMERICA'S PROMISE CONFERENCE – "AMERICA'S 100 BEST COMMUNITIES"**

Mr. Schleitwiler reported that he and Mr. Schultz represented Jefferson County at the conference in Washington D.C. as recipients for one of "100 Best Communities for Young People." Both said that it was quite an honoring experience and that the content and speakers were exciting and uplifting including Alma Powell, Chairwoman of America's Promise Alliance, as well as youth around the country. Mr. Schleitwiler passed around the book that highlighted the 100 Best Communities for Young People that included a write up about each winning community.

**14. ADJOURN**

Ms. Rogers made a motion to adjourn the meeting. Ms. Towers Macaskill seconded.

*Motion passed unanimously.*

Meeting adjourned at 11:00 a.m.

**NEXT BOARD MEETING**  
Thursday, October 30, 2008  
9:30 a.m.  
Workforce Development Center  
874 Collins Road, Room 103  
Jefferson, WI 53549