

AGENDA
CLARK COUNTY SOCIAL SERVICES COMMITTEE MEETING
June 21, 2016
9:30.m.
NEILLSVILLE COURT HOUSE RM 307

- I. Call to order.
- II. New staff introductions.
- III. Minutes dated May 26, 2016.
- IV. May 2016 disbursements.
- V. Staff updates.
 - A. Income Maintenance.
 - B. Internship.
 - C. ED flex request.
- VI. Administrative Compensation Policy.
 - A. Recommended changes units.
- VII. Department 2016 budget.
 - A. Placement graph.
 - B. WREA update.
- VIII. Department Facebook page & article.
- IX. Public comment.
- X. Next meeting.
- XI. Adjourn.

A quorum may be present from the Clark County Board of Supervisors or other subunits..
No governing body will exercise any responsibilities, authority or duties except for the
Social Services Committee.

Posted in compliance with Wis. Stat. 19 Open Meeting Law: _____

**Anyone needing special accommodation to attend or participate in this meeting
may call the Social Services Department at (715) 743-5233 for assistance.**

Unofficial
CLARK COUNTY DEPARTMENT OF SOCIAL SERVICES
Social Services Committee Meeting
Minutes May 26, 2016

The meeting was called to order at 9:30 a.m. by Chuck Rueth.

PRESENT: Chuck Rueth, William Neville, Art Petke, Frieda Rollins, Arlene Kodl

ALSO PRESENT: Pamela Kernan, Suzanne Lindenman, Jake Brunette, Wayne Hendrickson and Clint Langreck

CLOSED SESSION: The committee may go into closed session in accordance with Wis.Stat. § 19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Topic: Social Services Director wage. The committee may go in and out of closed session, take any action deemed appropriate from closed session, and may return to open session to continue transacting business.

Motion to enter into closed session by Petke; second by Rollins. Roll call: Neville, yes; Rueth, yes; Petke, yes; Rollins, yes; Kodl, yes.

Motion to return to open session at 11:08 a.m. by Petke; second by Neville. Roll call: Rollins, yes; Neville, yes; Rueth, yes; Kodl, yes; Petke, yes.

Motion to send former request back to the Personnel Committee to offer Pamela Kernan the position of Director effective May 1, 2016 at the rate of \$35.26 by Rueth, second by Petke. Voice vote. Motion carried.

MEETING MINUTES: Committee reviewed previous meeting minutes dated April 21, 2016.

Motion to approve April 21, 2016 meeting minutes by Rollins; second by Kodl. Voice vote.

Motion carried.

DISBURSEMENTS: Committee reviewed the April 2016 Expense Report. Motion to approve the April 2016 disbursements by Kodl; second by Neville. Voice vote. Motion carried.

FLEX: Director submitted request to flex time. Motion to approve flex time for Director by Kodl; second by Neville. Voice Vote. Motion carried. Kernan will add flex schedules to agenda quarterly.

ELECTIONS: Motion to keep Rueth as Committee Chairman by Kodl; second by Rollins. Voice vote. Motion carried. Motion to keep Kodl as Secretary by Rueth; second by Neville. Voice vote. Motion carried.

ADMINISTRATIVE COORDINATOR: Jake spoke on the proposed Administrative Coordinator of Clark County Organization. Jake indicated that the April proposed plan is not the same plan as proposed today. Jake feels that the plan should be modified to provide more of a team approach. He will have a formalized plan in June and present at the June Board Meeting for a final action in July. Rueth suggested that the next action should be that proposals be brought forward to the County Board to be voted on.

Kernan requested information on public comment. Brunette informed the Committee that three minutes are allowable for public comments.

INTRODUCTIONS: Kernan introduced Ashley Schultz and Chad Holmes, who were unable to attend. Rueth asked that they attend the next meeting for introduction. Kernan introduced Suzanne Lindenman as the Business Office Manager.

WREA UPDATES: Kernan informed the committee that Kiel, who was 75% WREA, is now funded 100% WREA through the end of 2016. Kernan indicated that the plan is to request that WREA budget 100% for Kiel's position to assist with the new child care attendance rollout for 2017.

ACCESS UNIT: Kernan indicated that due to ILS funding being cut, the Independent Living program is now a State ILS program. Our ILS worker moved to our Access Unit and brought with her many skills and has many years of experience as an Access Worker. Since Lindenman accepted the Business Office Manager position, we will not be filling her Access position. Kernan also informed the Committee that effective May 1, 2016 we will no longer be renting the shed. Motion to not fill the Access Worker position by Kodl; second Rollins. Voice vote. Motion carried.

ADMINISTRATION COMPENSATION POLICY: Kernan indicated that there is concern within the department that other departments continue with numbering systems and Social Services was told that there would no longer be one, two and three positions. Kernan indicated that the current Administration Compensation Policy list other departments as having numbering systems. Kernan indicated that currently the department has a lead worker for ES, which is not

listed in the Administration Compensation Policy. Kernan indicated that if WREA approves the Lead Worker position, that position will need to be added to the Administration Compensation Policy. Kernan indicated that after the next WREA meeting more would be known about a Lead Worker position.

RECOMMENDED RECLASSIFICATION: Kernan reviewed the reclassification request for Social Worker Krokstrom to move to the 15 year retention rate of \$28.80. Motion for Social Worker Krokstrom to move to the 15 year retention rate of \$28.80 and send to the Personnel Committee by Neville; second by Rollins. Voice vote. Motion carried.

2016 BUDGET: Kernan reviewed the quarterly 2016 budget and current placement list. Motion to receive and file budget and placement list by Kodl; second by Rollins. Voice vote. Motion carried. Kernan reviewed the findings of the Coordinated Service Team (CST) Contract site visit completed by the Department Of Health Services. Kernan also informed the Committee that Social Workers exceeded the 95% benchmark for monthly face to face contact over a six month period and are at 96.33%. DCF will be forwarding this information to our regional office.

PUBLIC COMMENT: None.

Next Meeting: June 21, 2016 at 9:30 am, RM 307.

ADJOURN: Motion to adjourn at 12:03 p.m. by Neville; second by Kodl. Voice vote. Motion carried. (Petke excused at 11:34 a.m.)

Minutes Submitted by: Suzanne Lindenman

Arlene Kodl, Secretary

Suzanne Lindenman, Business Office Manager