

**Unofficial**  
**CLARK COUNTY DEPARTMENT OF SOCIAL SERVICES**  
**Social Services Committee Meeting**  
**Minutes July, 19 2016**

The meeting was called to order at 9:29 a.m. by Chuck Rueth.

**PRESENT:** Chuck Rueth, William Neville, Frieda Rollins, Arlene Kodl

**ALSO PRESENT:** Pamella Kernan, Jane Schmitz, Frederick Schindler

**Excused:** Art Petke

**New Staff Introductions:** The Economic Support Worker Barbra Steward was introduced to the Committee.

**Rehabilitation and Living Center:** Schmitz and Schindler spoke on the five year business review of the Clark County Rehabilitation and Living Center and the possible expansion of services and building project. The Presentation of Clark County Rehabilitation and Living Center Project will be presented to the County Board on August 18, 2016 at the Clark County Rehabilitation and Living Center.

**Meeting Minutes:** Committee reviewed previous meeting minutes dated June 21, 2016. Motion to approve June 21, 2016 meeting minutes by Neville; second by Rollins. Voice vote. Motion carried.

**Disbursements:** Committee reviewed the June 2016 Expense Report. Motion to approve the June 2016 disbursements by Kodl; second by Neville. Voice vote. Motion carried. Kernan will follow up on the Child & Adolescents Psychiatric interview and TPR costs. Lindenman will send the new organization chart and bring to the next meeting.

**Staff Updates:** Kernan informed the committee that the department had a resignation of a twelve year staff. Kernan was approved by Rueth via the phone for a two week internal posting. Shauna O'Keefe accepted the position and now need a position in IM. Kernan informed committee that the IM will be posted internally and externally for two weeks.

**Administrative Compensation Policy:** Kernan informed the Committee that the WREA Directors approved the Lead Worker position. Kernan informed the Committee that she is working with the Consortium and Personnel to add the position to the Administration Compensation Policy so the Lead Worker position fits in the policy.

**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 Neville. Voice vote. Motion carried.

**Annual Report:** Motion to receive and file 2016 Annual Report by Kodl; second by Neville. Voice vote. Motion carried. Annual Report will be submitted to the Clark County Clerk's Office for the September County Board Meeting. Kernan will attend meeting to review.

**All Agency Meeting:** Kernan informed the Committee that there is a current need for an All Agency Meeting, due to new staff and the need to review policy. Kernan shared a possible idea of QPR Training at the All-Staff. Rueth recommended that other departments join the training. Kernan will reach out to other departments. Motion to approve All Agency Meeting by Kodl; second by Neville. Voice vote. Motion carried.

**Schedules for Finance:** The 2017 Department Budget will be added to the next meeting agenda to be approved and forwarded to the Finance Committee, scheduled on September 13<sup>th</sup> at 10:00 a.m.

**Public Comment:** None.

**Next Meeting:** August 23, 2016 at 9:30 am, RM 305.

**ADJOURN:** Motion to adjourn at 11:28 a.m. by Rollins; second by Neville. Voice vote. Motion carried.

Minutes Submitted by: Suzanne Lindenman

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Arlene Kodl, Secretary

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Suzanne Lindenman, Business Office Manager