



ROCK COUNTY HUMAN SERVICES BOARD MEETING
Wednesday, May 26, 2021 – 4:30 P.M.

Call to Order: Chair Knudson called the virtual meeting to order at 4:30 p.m. on Wednesday, May 26, 2021.

Committee Members Present: Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Shirley Williams, Supervisor; J. Russell Podzilni, Supervisor; Kathy Schulz, Supervisor; Ashley Hoffman, Citizen Representative; and Pam Bostwick, Supervisor.

Committee Members Absent: Angelina Reyes, Citizen Representative. Vacant.

Staff Present: Katherine Luster, Director; Tera O'Connor, Deputy Director; Sara Mooren, Administrative Services Manager; Paula Schutt, COA Director; Jennifer Thompson, ADRC and APS Division Manager; Kendra Schiffman, Analyst; Tracy Mayer, BH Clinician; Stefanie Getchell, CPS Training Supervisor; Haleigh Thomas, CPS Lead worker.

Others Present: Patrick Singer, I.T. Data Services Manager.

Approval of Agenda: Citizen Representative Weaver-Landers moved the agenda to the floor, seconded by Supervisor Podzilni. The agenda was unanimously approved. APPROVED.

Approval of Minutes of Human Services Board Meeting of May 12, 2021: Supervisor Bostwick moved the minutes to the floor, seconded by Supervisor Podzilni. The minutes were unanimously approved. APPROVED.

Citizen Participation, Communications and Announcements: None.

Approval of Contracts and Transfers: None.

Rock County HSD May Employee Impact Recognition Award: Ms. Luster introduced Haleigh Thomas. Ms. Thomas is a CPS Lead worker. She is a great representation of an employee who goes above and beyond. She is selfless and committed to our mission and to the families she works with. Ms. Luster read the nomination and explained Ms. Thomas's way of engaging with families and her continued focus on family satisfaction in an area which is not voluntary services is commendable.

Chair Knudson advised all HSD Board members were present except for Angelia Reyes. He informed that Supervisor Lokrantz has stepped down and his position is now vacant.

Foster Care Advisory Committee (FCAC) Update: Ms. Mayer advised the FCAC Committee is now including Ms. Koene, CPS Division Manager, in meetings so she is able to hear concerns. They meet on the first Tuesday of every month. She introduced Ms. Schiffman who compiled the

data from the Foster Parent satisfaction survey that was sent out to Rock County Foster Parents. Ms. Schiffman advised there were 44 responses collected out of 130 foster parents. She highlighted that it is important to note this data represents one third of the group not the entire group. She reviewed all the survey questions and explained in detail the results of each question. Ms. Mayer and Ms. Schiffman responded to questions regarding the number of responses, outreach, and mailing surveys versus online. Ms. Mayer advised she has already received ideas and action steps which will be discussed at the next FCAC meeting.

2021 First Quarter Budget Report: Ms. Mooren reviewed the report and explained the information included revenue and expenditures through March 31, 2021. Estimates are blank because this is first quarter and there is a lot of revenue from the State that has not been received yet. The report detail is by Division and programs. She highlighted that Birth to Three has been paid January through March after the report was run so it is not showing on the report. In Youth Justice out-of-home placements are trending lower this quarter and she will have more detail on the next report. Behavioral Health placements are low but there may be some outstanding bills that we have not received. The State Institutes are trending slightly over budget. She advised all placement areas are watched and monitored closely. In the AMSO and Job Center it is showing a negative expenditure because costs get allocated out per program and that has not been done yet.

Report on Integration of ADRC and Council on Aging: Ms. Thompson and Ms. Schutt met with supervisors and pulled together questions to ask other counties who have integrated. They contacted other counties to talk to them about what their processes are now that they have integrated which could be helpful information for Rock County's integration. Ms. Thompson advised the Project Management tool is being used to organize the integration. Ms. Schutt and Ms. Thompson explained the six elements they have identified for the integration. They explained each integration element in detail which included the following: Fiscal/Budget, Policies, Advisory Committees, Marketing and Outreach, Staff as cohesive Team, and Programming. Ms. Thompson responded to questions about any possible shifting of positions and she confirmed that there will be no job positions that will be eliminated.

Resolution to Recognize May 2021 As Aging and Disability Resource Center Month: Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Supervisor Bostwick. Ms. Thompson presented the resolution which recognizes the ADRCs are important and valued in all that they do for assisting people. Every year the proclamation states May is the recognition month. Due to the pandemic staff were not able to celebrate last year and we are not planning a celebration this year but staff are aware of this recognition and praise. The resolution was unanimously approved. APPROVED.

Director's Report:

- **Update: COVID Related Departmental and Community Needs:** Ms. Luster advised HSD has sent out communication regarding the lift of the mask mandate and is working hard to answer questions staff may have. Mask mandates have been lifted in County buildings. HSD is not asking if anyone is vaccinated, but recommends that if someone has not been vaccinated to wear a mask. HSD is looking forward and taking steps of coordination at the Job Center to open the Resource Room for walk-in as they are currently open by appointment only. Other locations are managing the number of people being served in person by still having clients call.

Ms. Luster expressed thanks to those who submitted ideas regarding the American Relief Act funding and stated she is developing her thoughts for the Department needs as well.

- **Update: Dr. Daniel Hale Williams Rock County Resource Center:** The Move Committee is continuing to work on the move details. The Managers have been asked to start assigning staff to their work stations. Each workspace has a number assigned. Furniture that was on track for July has had some delays which will set back ribbon cutting opening ceremony to possibly the end of August or later. The deadline for staff to have all their personal items out of offices is June 1st. The Move Committee has met with the moving company to help make plans for the move.
- **Update: Alia Innovations Child Welfare Grant:** Alia had the third round of interviews for the Rock County positions they will be hiring. We should have news on that soon and have a team in place.

The Equity Manager, Tasha Bell is starting Tuesday, June 1, 2021. Ms. Luster will introduce her to the HSD Board in the future.

Ms. Luster advised that the date for the 2022 HSD Budget Public Hearing needs to be identified and setting the date will be on the next HSD Board meeting agenda.

Submission of Committee Requests: Supervisor Schulz asked a question regarding referrals to programs. Ms. Luster will follow up with Supervisor Schulz.

Next Meeting: Wednesday, **June 9, 2021** at 4:30 p.m. – via Zoom.

Adjournment: Supervisor Williams motioned to adjourn, seconded by Supervisor Bostwick with unanimous approval at 5:39 p.m.

Jodi Parson, Secretary

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