



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, February 12, 2020 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, February 12, 2020, in the 3<sup>rd</sup> Floor Conference room at the Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Terry Thomas, Supervisor; Kathy Schulz, Supervisor; Stephanie Aegerter, Supervisor; Shirley Williams, Citizen Representative; Ashley Kleven, Citizen Representative, Dave Homan, Supervisor; and Terry Fell, Supervisor.

**Committee Members Absent:** None.

**Staff Present:** Tera O'Connor, Deputy Director; Greg Winkler, Deputy Director; Sara Mooren, Administrative Services Division Manager; Mark Stevens, Business Services Manager; Ryan Trautsch, Children, Youth and Families (CYF) Program Manager; and Terry Teipner, Comprehensive Community Services (CCS) Service Facilitator.

**Others Present:** Josh Smith, County Administrator. Russell Podzilni, County Board Chair, Rick Richard, County Board. Sue Rusch, Community Member/Advocate. Jamie Fugate, Community. Terri Wixom, Community. Pam Bostwick, Citizen.

**Approval of Agenda:** Supervisor Fell moved the agenda to the floor, seconded by Citizen Representative Weaver-Landers. Supervisor Schultz requested the last meeting date listed in Agenda Item #3 be revised to read January 22, 2020. Change so noted. The Agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of January 22, 2020:** Citizen Representative Weaver-Landers moved the minutes to the floor, seconded by Citizen Representative Williams. The minutes were unanimously approved. APPROVED.

**Citizen Participation, Communications and Announcements:** Ms. Rusch expressed her concerns regarding the following: Board Member attendance at HSD Board Meetings; Board Member preparation for meetings; Accountability of Board members and HSD staff. She referred to what she felt were inconsistencies in information, details, commitments and promises from one meeting to another (in regard to Birth to Three program, Primary Coach Model vs Full Fidelity, Foster Care Program, merger of ADRC and COA). Ms. Rusch also cited various state/federal references in regard to the Birth to Three program requirements.

Supervisor Schultz encouraged attendance at a Diversity Action Team meeting in regard to housing needs in the community – 6:30 p.m. on February 20, 2020, at Craig High School.

**Submission of Committee Requests:** Supervisor Schulz requested to add the issue of the housing vacancy shortage in Janesville to a future agenda. She is concerned about how we will provide housing and requests the Committee follow up on this issue.

**Approval of Contracts and Transfers:** Citizen Representative Weaver-Landers moved twenty-five contracts to the floor, seconded by Citizen Representative Kleven. Citizen Representative Kleven asked about Derrick's House and what happens if issues do not get resolved. Ms. Mooren responded, stating that the contract contains termination language. The contracts were unanimously approved. APPROVED.

**Review of Bills:** Mr. Stevens summarized January's bills. He also noted that the Board was sent a 2020 Chart of Accounts last week and offered to answer questions.

**December Employee Impact Award:** Ms. O'Connor recognized Terry Teipner as the recipient of the January HSD Employee Impact Award and invited Mr. Teipner and Mr. Winkler to come forward. Terry actively joins unit and team meetings and goes above and beyond to identify strategies to support his coworkers. He is involved in several of the Department's committees and workgroups (CIRT, CORE and CRP). Ms. O'Connor commended Terry's 23 years of service to HSD and his dedication to clients as well as to the agency as a whole.

**HSD Quarterly Budget Report 4<sup>TH</sup> Quarter 2019 Estimate:** Ms. Mooren gave an overview of the report she provided to Board members. She highlighted graphs demonstrating trends from the year, such as in the area of savings in placements in treatment foster care. Ms. Mooren pointed out the uptick in state institute average daily census and that the state has increased the daily rate by 5%. She noted that final closeout for 2019 will be at the end of March. Ms. Mooren responded to questions.

**Director's Report:**

- **Update: Foster Parent Engagement Efforts:** Ms. O'Connor advised that the initial action plan has been shared with all foster parents and staff. HSD held one forum on February 6 and five parents and some staff attended. Staff are working on developing a resource guide and establishing an Advisory committee to field feedback from foster parents. The next forum will be held on February 20, 2020, at 5:30 p.m.

Supervisor Homan referred to the recent local tragedy that resulted in the death of two single mothers who had a total of six children. He asked how the County reacts to such a situation. Ms. O'Connor responded that HSD has staff available, emergency placement homes identified, and local, county and state partners to provide supports in crises such as this.

Supervisor Schultz inquired about the status of the hiring process, given the vacant CYF Division Manager position being filled in a different way. Ms. O'Connor advised that she met with Human Resources today and they are planning to schedule interviews for three applicants in two weeks. Supervisor Schultz also inquired about how HSD attracts additional foster parents. Ms. O'Connor suggested this topic be a future agenda item and that HSD Supervisor Cheri Salava be invited to speak about foster parent recruitment.

- **Update: 1717 Center Avenue:** Mr. Stevens showed two slides of the proposed building plans which demonstrated the appearance of the front of the building from the perspective of one standing in the parking lot and facing the building. To provide visual clarity, he brought with and shared an example of the type of material that may be used for the exterior of the building. He added that the use of complimentary colors and textures will add depth to what looks like a flat surface on the slide. The City, as opposed to the State, will approve this project. The projected timeline is as follows:
  - Beginning of April: Project out for bids
  - May 11: Bids due
  - General Services approval
  - April 28 - City approval
  - June - Construction begins
  - End of February 2021: Substantial completion and approval to occupy
  - Estimated March 2021 move in date

Mr. Stevens also mentioned that it is General Services' responsibility to name the building and they will be looking for suggestions.

- **Semi-Annual Report:** Ms. O'Connor referred to the printed report and summarized the two trainings that occurred within the last six months (attended by a total of five staff), the costs of which were covered by grant funds.
- **Update on Child Protective Services Upcoming Training & Consultation:** There will be a meeting for CPS staff with ALIA Innovations on February 25 in regard to the need for changes within the child welfare system. There will be discussion about why changes are occurring across the country, how those changes will impact staff, families and children, and how we can continue to work together. Staff are excited about this opportunity. Our CPS Leadership team will also be meeting with ALIA for a two-day local off site training for ideas about how to provide support to staff and themselves in regard to their challenging work.

**Executive Session:** Supervisor Fell moved to enter into Executive Session, seconded by Supervisor Aegerter at 5:57 p.m. per Section 19.85(1)(c), Wis. Stats. – Performance Evaluation – Human Services Director. ADOPTED on a roll call vote with the following: Ayes – Supervisors Thomas, Schulz, Fell, Aegerter, Homan, Knudson; Citizen Representatives Williams, Weaver-Landers, Kleven. All present.

Supervisor Fell moved to exit Executive Session at 6:05 p.m., seconded by Supervisor Homan. ADOPTED.

**Next Meeting:** Wednesday, February 26, 2020 at 4:30 p.m. at the Rock County Health Care Center, in the 3<sup>rd</sup> Floor Conference Room, Janesville, WI.

**Adjournment:** Supervisor Thomas motioned to adjourn, seconded by Supervisor Homan with unanimous approval at 6:05 p.m.

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Kathleen Wellnitz, Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**