



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, February 24, 2010 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the meeting to order at 4:35 p.m. on Wednesday, February 24, 2010, in the 3rd floor Conference Room at the Rock County Health Care Center, Janesville, Wisconsin.

**Committee Members Present:** Brian Knudson, Supervisor; Phillip Owens, Supervisor; William Grahn, Supervisor; Terry Thomas, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; and Susan Masterson, Citizen Representative.

**Committee Members Absent:** Marvin Wopat, Supervisor; and Minnie Murry, Citizen Representative; and Jennifer Bishop, Supervisor.

**Staff Present:** Charmian Klyve, Director; Jason Witt, Deputy Director; Cindy Schultz, Controller; and Sara Mooren, Admin Services Division.

**Others Present:** Neil Deupree.

**Approval of Agenda:** Supervisor Thomas moved the agenda, seconded by Supervisor Owens with unanimous approval. APPROVED.

**Approval of Minutes of Human Services Board meeting of February 10, 2010:** Citizen Representative Weaver-Landers moved the minutes as presented, seconded by Supervisor Grahn with unanimous approval. APPROVED.

**Citizen Participation:** Mr. Deupree advised that he would be making contact with Ms. Thompson and Ms. Sutton and requesting staff participation in the 2010 Census presentation on March 10<sup>th</sup> at the Job Center by the League of Women Voters.

**Discussion of Juvenile Justice Report:** Mr. Witt updated and consulted with the Board on two areas related to the JJS report and responded to questions. A handout out was provided for overview:

- a. Detention Center Maintenance Issues  
We are now working with General Services after a walk through of the facility with them, to establish a plan for maintenance needs at the Detention Center. Supervisor Owens is setting up a walk-through for the Board members if interested. That date is tentatively set for March 16<sup>th</sup>. Supervisor Owens will confirm date and time at the next meeting.
- b. WCCF Contract Development and Approval Status  
The contract for ongoing consultation services will be brought to the March 10<sup>th</sup> Board meeting for approval. If the Board agrees with the contract, it will proceed through our contract review procedure.

The Juvenile Justice Division Manager position recruitment began two weeks ago. The deadline for applications is March 12<sup>th</sup>.

Supervisor Thomas recommended staff attend the Best Practices training being offered by Janesville Police Department. There are two more sessions being held in March.

Chair Knudson thanked staff for all their work on the JJS report and follow-up.

**Discussion of Lobby Day:** Ms. Klyve advised a Lobby Day has been scheduled through the Wisconsin Counties Association for Human Services Departments throughout Wisconsin to present concerns to Wisconsin legislators. Mr. Boutwell is our registered lobbyist for Rock County and will be attending, along with Ms. Klyve and Chair Knudson. Citizen Representative Masterson volunteered to attend as well. Supervisor Grahn will attend if more persons are requested. Lobby Day is scheduled for March 4<sup>th</sup>. The briefing papers will be shared with the HSD Board members.

**Approval of Contracts, Transfers, and/or Encumbrances:** Ms. Schultz presented seven contracts and one pre-approved encumbrance for approval and responded to questions. Citizen Representative Masterson moved the encumbrance and contracts, seconded by Supervisor Grahn with unanimous approval. APPROVED.

**Approval of Bills:** Ms. Schultz presented the bills for approval and responded to questions.

W-2 Admin	355.25	TANF	1,014.02
Child/Fam Incent	862.22	CPS	3,131.86
Job Center	9,122.57	Interim Assist	2,625.70
Job Center	23,790.27	IDP	2,935.00
IDP	270.00		

Supervisor Owens moved to approve the bills as presented, seconded by Citizen Representative Weaver-Landers with unanimous approval. APPROVED.

**Director's Report:** The W-2 numbers are at 152 cases with no intensive CSJ's.

Ms. Klyve reported Income Maintenance and W-2 areas will be addressed at Lobby Day on March 4<sup>th</sup>.

The Mental Health/AODA Division Manager has been hired. Ms. Kate Flanagan began her duties on Monday, February 22<sup>nd</sup>. She will be at a future board meeting for introductions.

Mr. Jones resigned his position as Admin Services Division Manager. Ms. Schultz will be serving in that capacity in the interim. Recruitment has begun.

**Committee Requests for Future Agenda Items:** Supervisor Grahn requested a resource guide for Board members to consult when asked by constituents. Supervisor Owens suggested provided business cards with the First Call information to Board members to hand out when needed.

Supervisor Owens requested a status report on Family Care. This will potentially be on the March 10<sup>th</sup> meeting agenda, or shortly thereafter.

**Next Meeting:** Wednesday, March 10, 2010 at 4:30 p.m. at the Rock County Health Care Center, 3<sup>rd</sup> Floor Conference Room, Janesville, Wisconsin.

**Adjournment:** Supervisor Owens motioned to adjourn, seconded by Citizen Representative Masterson, with unanimous approval at 5:24 p.m.

  
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Kim Roehl, Administrative Secretary