



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, July 28, 2021 – 4:30 P.M.**

**Call to Order:** Vice Chair Weaver-Landers called the virtual meeting to order at 4:30 p.m. on Wednesday, July 28, 2021.

**Committee Members Present:** Sally Jean Weaver-Landers, Citizen Representative; Shirley Williams, Supervisor; J. Russell Podzilni, Supervisor; Kathy Schulz, Supervisor; Pam Bostwick, Supervisor; and Stephanie Aegerter, Supervisor.

**Committee Members Absent:** Brian Knudson, Supervisor. Ashley Hoffman, Citizen Representative. Angelina Reyes, Citizen Representative. Note role was taken.

**Staff Present:** Katherine Luster, Director; Tera O'Connor, Deputy Director; Greg Winkler, Deputy Director; Sara Mooren, Administrative Services Manager; Kofi Abaidoo, QI Coordinator; Tracy Mayer, BH Clinician; Nick Zubow, Analyst; Jennifer Wilson, Subcare Social Worker.

**Others Present:** Peg Cadd. Becky D. Jerry Rabbach. Rick Richard. Theresa Wixom. Jennifer Nash Elliott. Peter Berg. Dan Schumacher. Cheri Diehls. Sid Schwartz. N. Johnson.

**Approval of Agenda:** Supervisor Schulz 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 July 14, 2021:** Supervisor Podzilni moved the minutes to the floor, seconded by Supervisor Williams. The minutes were unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Public Hearing on July 14, 2021:** Supervisor Schulz moved the minutes to the floor, seconded by Supervisor Bostwick. The minutes were unanimously approved. APPROVED.

**Public Comment:** Ms. Cadd stated when the FCAC group was formed she was eager for better collaboration, but feels it is not happening. She has offered to train on Primary Care Teams but the Department has not utilized her for this. She stated she has asked for a mentor list for years and finally developed one on her own but does not know if it went out. She has also requested a Welcome Committee to be created for new foster parents but that has not been implemented. She expressed that the FCAC meetings spend too much time with ice breakers and do not lead to action items.

**Communications and Announcements from Staff and Board Members:** None.

**Approval of Contracts and Transfers:** Supervisor Schulz moved the eleven contracts to the floor, seconded by Supervisor Aegerter. Ms. Mooren provided details regarding changes that were

made to two contracts after the handout was sent to the HSD Board members. Ms. Luster highlighted the Alia contract and invited any additional questions about this contract. She advised the HSD Board members that she sent out information by email to them in response to Supervisor Bostwick's question regarding payments to Alia.

**Rock County HSD July Employee Impact Recognition Award:** Ms. Luster introduced Nick Zubow, the HSD July Employee Impact Recognition recipient. Nick is the sole analyst supporting CCS contracting. In the last couple of years contracts have more than doubled in CCS to be over 40 contracts. Nick manages all the staff rostering, and ongoing document collection and monitoring. He touches over 800 documents per month related to invoicing to get providers paid while supporting a plethora of new contracts. He is an instrumental part of CCS functioning and often goes unnoticed. The program would not be able to serve people without his ongoing support of contracts.

**Resolutions and Committee Action:**

- a. **Resolution to Recognize Geri Heim** – Supervisor Podzilni moved the resolution to the floor, seconded by Supervisor Aegerter. Ms. O'Connor presented the resolution and noted that Ms. Heim was not in attendance. Ms. Heim has served the citizens of Rock County for twenty-five years as a dedicated and valued employee of Rock County. Ms. Heim began her career in 1996 as a CPS Ongoing worker. She was also a Foster Parent and LTE for Rock County Human Services prior to this time. She moved into a CPS Supervisory position in 2008 where she has remained until retirement. Ms. Heim worked diligently and consistently over the years where she engaged with families, assessed for safety and provided nurturing support. She provided oversight and encouragement to CPS staff, and prioritized Functional Family Case Management. She was involved in the Foster Care Advisory Committee throughout her career when it was operational. Ms. Heim has built many positive relationships and will be greatly missed. The resolution was unanimously approved. APPROVED.

**Foster Care Advisory Committee Update:** Ms. Mayer introduced Mr. Rabbach, Foster Care parent and FCAC member. Mr. Rabbach explained that the FCAC has established a Mission and Vision statement but has challenges getting through topics. There has been some turnover of team members for various reasons and some workgroups and topics have lost steam. A survey was completed and feedback led to identifying topics needing action and workgroups were formed. Action has been taken and Car seat trainings have been taking place. A foster parent website has been created and is being worked on. The CPS Program Manager is now attending meetings and a well-balance of members from all areas of CPS. The FCAC has talked about inviting members of CASA and others to improve team dynamics but at that time felt they needed to improve collaboration amongst themselves first. It seems like it is hard to get to the heart of topics. More collaboration is needed to even decide how to start on some topics. Sometimes it feels like County members may not have time to take on topics or feel it is not their role. Mr. Rabbach suggested that Human Services Board members observe a meeting. Supervisor Bostwick then asked to attend FCAC to observe, and Ms. Luster agreed. Ms. Mayer suggested she would like to communicate this to the FCAC and get feedback first. Mr. Rabbach will bring this topic to the August FCAC meeting agenda and will follow up with the HSD Board.

**DWRC Display Case Policy Discussion:** Ms. Luster advised there are two areas of displays at the DWRC. One area is in the front on a wall that could hold an attached exhibit. The other is an actual display case. Mr. Terronez drafted a policy from feedback he received to provide the Board authority over the process for what to allow for displays. Supervisor Bostwick asked to do the best

we can to provide security of the displays and would like everything in enclosed glass. Ms. Luster reiterated that there are two areas one is enclosed and the one on the wall is not in glass. Ms. Luster responded to questions regarding language that the County is not to be accountable if damaged and concerns about privacy. Ms. Luster stated she would add language to clarify the content of what can be displayed and that the intentional purpose would be for internal not public draw. Supervisors Schulz and Williams both stated concerns regarding being conscious of privacy and purpose of the space and to assure that community businesses and entities are not using the displays as a mechanism for advertising. Ms. Luster will make changes to the policy and bring back to the next HSD Board meeting.

**Reports and Updates:**

- Update: COVID Related Departmental and Community Needs – The HSD buildings are open to the public. The HSD is listening to potential guidelines as some high transmission areas are appearing. The HSD staff are still working as a hybrid approach to meet client needs.
- Update: Dr. Daniel Hale Williams Rock County Resource Center – The HSD is receiving increasing details and has reviewed the move calendar with Managers. Staff will receive guidance days before their move. The ribbon cutting is on track for August 26, 2021 at 1:00 p.m. There is a workgroup designated to work on client orientation.
- Update 2022 Budget – The HSD has been given a deadline extension to August 5, 2021, for the 2022 HSD budget. Ms. Luster will draft a budget memo to the County Administrator as she does annually detailing the 2022 request which she will share with the Board members. At an October meeting the HSD Board members will be asked to take action to approve the 2022 HSD budget. There will be a few changes from the pre-budget presentation. Ms. Luster advised the members to please contact her with questions and concerns as soon as possible. Ms. Luster thanked Ms. Mooren and her team for all their work on the budget while simultaneously working on the move.
- Report on CPS Vacancies – Ms. Luster advised she sent an email to the HSD Board members regarding CPS vacancies per the request from Supervisor Bostwick and asked Board members if they had any additional questions. She verified that all CPS resignations which were on the books were included in the information.

**Committee Requests:** Supervisor Schulz requested a report regarding the eviction moratorium with the Crisis clients and what they need.

**Next Meeting:** Wednesday, **August 11, 2021** at 4:30 p.m. – via Zoom

**Adjournment:** Supervisor Podzilni motioned to adjourn, seconded by Supervisor Schulz with unanimous approval at 5:37 p.m.

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Jodi Parson, Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**