

# BAYFIELD COUNTY HUMAN SERVICES BOARD MEETING

## EOC

April 25, 2019

**Board Members Present:** Larry Fickbohm, Jim Crandall,  
Lona Schmidt, Susan Rosa, Aimee Kaufmann, George Newago  
(arrived at 4:05 p.m.)

**Board Members Excused:** Kent Seldal, Jeremy Oswald, Tom Gordon

**Others Present:** Elizabeth Skulan, Nikki Revak, Carrie Linder (arrived at 4:15 p.m.),  
Jeanine Spuhler, Cheryl Hanson (arrived at 4:10 p.m.), Sarah  
Traaholt

### Call to Order and Introductions

Crandall called the meeting to order at 4:00 p.m.

### Discussion and Possible Action – Review of the March 28, 2019, Meeting Minutes

Motion by Fickbohm seconded by Kaufmann, to approve the March 28, 2019 minutes as presented. Motion passed unanimously.

### Opportunity for Public Comment (Limit 3 minutes) - None

### Program Presentation – Caregiver Challenge, Sue Rosa

Rosa presented a PowerPoint on the Caregiver Challenge.

### Monthly Section Reports

#### Family Services – Cheryl Hanson

May is Foster Care month. Display is being created for the courtroom entrance to reflect the number of foster care children and providers in Bayfield County. Submitted grant to support foster parents with training and social events.

Members of the reentry grant committee met to discuss how program is working. Program offers different educational opportunities when people are in jail. Group will continue to revisit the services provided by the grant.

Red Cliff Indian Child Welfare (ICW) has had some staffing shifts. ICW may need more assistance from Bayfield County until fully staffed again.

Working with District Attorney on setting up structured meetings for Youth Justice and Child Protective Services (CPS).

Mary Anich is taking the lead on updating the local Juvenile Court Intake process. Current document has not been updated since December 1997. The first draft has been sent to judge for review.

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Interviews held for open CPS position formerly held by Rebecca Kruit. Formalizing offer for the position. Kruit moved to North Dakota to be closer to family.

Three Comprehensive Community Services (CCS) staff will be hired. Julie Winters accepted an offer and will begin her role as a CCS Service Facilitator on April 29, 2019. Julie was formerly employed in the same capacity at New Horizons North, Inc.

#### **Economic Support Services – Jeanine Spuhler**

Wisconsin Shares, the childcare program administered by the Northern Income Maintenance Consortium (NIMC) is regionalized. A plaque was issued to each NIMC county that met or exceeded the WI Shares program performance standards. Although Bayfield County Economic Support does not employ a NIMC regional childcare worker, Social Worker Mary Anich certifies daycare providers in Bayfield County and performs required unannounced home visits, which are part of the performance standards. The plaque will be hung in Mary's office.

It is Economic Support and Case Managers week next week. Governor Evers issued a resolution to recognize the important work done by these workers.

Postcards were mailed to parents who are recipients of childcare assistance. The cards reminded parents to contact their childcare provider now to arrange summer daycare.

Received Keep Wisconsin Warm funds for this heating season. Money will provide additional crisis support for county residents who are behind on their bills or who face disconnect.

#### **Aging & Disability Services – Carrie Linder**

CLTS file review completed by the State. There were no issues of non-compliance. Minor recommendations were made for improvement.

Lorraine Benson delivered Easter cards created by students in the Drummond School district to most Home Delivered Meal participants.

Transportation summit held at Northern Great Lakes Visitor Center. Hosted caregiver conference at WITC in Ashland. Both meetings were well attended.

*You Move* booklet has been completed. Publication provides exercises and activities available in Bayfield County to encourage a healthy lifestyle.

Working with Red Cliff on outreach to the frail elderly and disabled who are or have been taken advantage of financially or whose medication has been stolen.

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**Support Services – Nikki Revak**

Attended the CCS Mandated Conference in Wisconsin Dells last week with Skulan and Hanson.

Attended the ADRC-N Supervisor/Director meeting last week in Phillips with Linder and Skulan.

Attended the ADRC-N Advisory Committee Meeting in Cable on Monday with Skulan -presented the budget.

Participated in the Department Head Meeting on Wednesday.

Celebrated Administrative Professional Day with Support Staff – gave them each an opportunity to win \$8,000 – no winners.

Management Team provided a full breakfast buffet to celebrate staff and observe our annual Staff Appreciation Day.

Had a phone conference with Heather List the new coordinator for the ADRC-N. Discussed many items.

Working to get ready for the audit which will take place on May 13 – 17. Working on internal communications issues.

New phone system installation has begun. Training available Tuesday thru Friday next week for all staff.

**Monthly Reports**

Monthly reports reviewed and placed on file.

**Discussion and Possible Action – Resolution Establishment of a Non-lapsing Risk Reserve Account for the Children’s Community Options Program (CCOP) – Resolution required to establish account**

A portion of unspent 2018 Children’s Community Options Program funds can be held in a risk reserve account for future program expenses. A formal resolution is required to establish and account to hold the funds.

Motion by Schmidt, second by Rosa, to approve the establishment of a Non-lapsing Risk Reserve Account for the Children’s Community Options Program (CCOP). Motion approved unanimously.
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**Summary of Transportation Survey - Carrie Linder**

Linder gave a review of the survey information.

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**Aging and Disability Resource Center of the North (ADRC-N)** – Update on Dementia Care Specialist position, status of ADRC-N

Skulan reported hire of Natalie Schmaltz. Natalie starts on May 13<sup>th</sup>. Northland Counseling will be the employer of record.

**Human Services Day at the Capitol** – Summary of visit to Madison on April 2, 2019

**Comprehensive Community Services (CCS) Program Update** – Status report on 2019 contract with provider; program expansion; program restructuring; financial reporting, etc.

Extension through June offered for transition period and was denied. Goal to improve services for clients.

**Other (Informational Items)**

- A. E-mail re: Economic Support Specialist Jessica Soulier
- B. Other

**Future Meetings**

- A. May 23, 2019
- B. June 27, 2019
- C. July 25, 2019 – DHS Board meeting and annual Public Hearing to accept input on the 2020 budget; on the County Board Room

**Adjournment at 5:23 p.m.**

Submitted by Sarah Traaholt, Clerk III