

FLORENCE COUNTY HUMAN SERVICES DEPARTMENT

April 22, 2021

BOARD MEETING MINUTES

Present: Sherry Johnson, Susan Theer, Ed Kelley, Vicki Antonini, Gary Steber, Jim Dunkel, Tom Jonet, Cinde Nichols

Absent: Charles Kellstrom

Others: Jen Steber, Janet Nanninga

Roll: S. Johnson called the meeting to order at 5:00p.m. Roll Call noted those members present and C.Kellstrom being absent.

Agenda: Motion by S.Theer, seconded by J.Dunkel, the agenda was approved as posted.

Minutes: Motion by J.Dunkel, seconded by G.Steber, the minutes of the January 21, 2021 meeting were unanimously approved.

Financial Reports: Motion by G.Steber, seconded by J.Dunkel, the Board voted unanimously to approve the February – April 2021 expenditures. It is understood that client identifying information is blacked out to protect client confidentiality and that staff approval for all expenditures is present before payments are made.

2021 Budget Update: J.Steber will provide further information at the next meeting about proposed changes to the new State biennial budget which may affect HSD programming.

Child and Family Unit Report: J.Steber provided a verbal report related to the Child and Family Unit and placement activity.

Community Services Unit Report: J.Nanninga provided a verbal report related to Community Services and placement activity.

Northern Income Maintenance Consortium (NIMC): J.Steber provided a NIMC Year-In-Review document noting significant policy changes due to the COVID pandemic. In-Person (on-site) training is being provided by Vilas and Ashland County workers. J.Steber also informed the Board of a potential Florence County Child Care provider seeking Certification—Certification would allow the provider to accept Child Care benefits from eligible families. Non-Certified providers (in-home day cares) cannot accept Child Care benefits.

HOUSING and WHEAP: J.Steber reviewed the written WHEAP activity report prepared by Kristina Williams, WHEAP Coordinator. Additional funds were awarded to Florence County to assist residents with back bills (particularly Florence Utilities and We Energies customers). A local distribution report will be shared at the next meeting; however, Statewide there have been approximately \$21.5 Million paid in back-bills.

Financial Commitment for Keyes Peak Bike Trail: Motion by E.Kelley, seconded by V.Antonini, the Board unanimously approved the transfer of \$6200 from the Human Services carry-over account (which was earmarked for positive and healthy youth and family activities) to Florence County Forestry for Phase 1 of the Keyes Peak Bike Trail. Florence County Health, Forestry, and Human Services are partnering in Phase 1 of the project.

High School and/or College Intern: Motion by G.Steber, seconded by V.Antonini, the Board unanimously approved the Human Services Department to consider placement of a High School or College Social Work intern. Discretion was given to the Director regarding appropriate placements.

Creation of a Casual Call-In Mentor/Respite Position: Motion by G.Steber, seconded by J.Dunkel, the Board voted unanimously to approve the Casual Call-In Mentor/Respite position and forward to Personnel for approval and HR Consultant to assign an appropriate wage. J.Steber explained the position was previously contracted as a service with a temporary employment agency; however, the contract for those services has not been renewed.

Open and Accept Bids for Human Services Agency Vehicle: J.Steber provided a summary of bids (2) received by Florence Motors and reviewed the State Bid Sheets that matched one vehicle submitted. Motion by G. Steber, seconded by T.Jonet, the Board voted unanimously to accept the bids from Florence Motors with the understanding that J.Steber will work with Florence Motors to match the State bid price on the 2021 Ford Escape. The item will be revisited at the next meeting if Florence Motors is not able to match the State bid price. It is understood that the current agency vehicle (Ford Fusion) will be purchased by Emergency Management.

Directors Report: J.Steber provided a verbal report outlining the following:

- HSD will work with Florence School Administration in developing youth prevention programming.
- 2020 Final Audit work being done and requested the County Board review the possibility of obtaining a more appropriate governmental accounting system to reduce the manual entries or other external programs needed by numerous Departments—reminding the Committee that Skyward is a school-based system. *Board recommended Auditors and other Department Heads share information and concerns with the Audit and Budget Committee for consideration.*
- HSD will partner with the Sheriff's Office in National Night Out efforts. K.Williams working with Sheriff's Office and others on planning activities. Event will be held August 3, 2021.
- J.Steber noted her recent completion of the NaCO Professional Leadership Academy and recommended participation by other Department Heads and possibly County Board members.
- Acknowledged the Health Department in their tireless efforts to serve Florence County residents during the pandemic and providing significant opportunities for those seeking vaccination.

Board Member Comments for Future Agenda Items: State Biennial Budget (HSD specific); Energy Assistance Report

Adjourn: Motion by V.Antonini, seconded by S.Theer, the Board adjourned.

Next Meeting: Thursday, June 3, 2021 at 5:00p.m.