

Ward County Social Service Board
Minutes
February 6, 2018 – 8:00 AM
Ward County Commissioner's Chambers

The meeting was called to order by Shelly Wepler, Board Chairperson, at 8:00 am.

PRESENT:

John Fjeldahl	Alan Walter
Larry Louser	Shelly Wepler
Jim Rostad	

Also present were Melissa Bliss, Director, and Karen Schultz, Recording Secretary

MOTION:

It was moved by Alan Walter, seconded by Larry Louser and unanimously carried by the Board approval of the Minutes of the January 16th, 2018 Regular Board Meeting.

MOTION:

It was moved by Jim Rostad, seconded by Alan Walter and unanimously carried by the Board approval of the bills for February 6, 2018.

The Board reviewed the General Assistance approvals and denials. No appeals were scheduled.

The 2017 Annual Department Report had been provided to the Board for their review. Director Bliss pointed out to the Board that caseloads are consistent with showing an increase across most programs with an exception being the Parent Aide program as that position has been vacant for many months. It was noted that the caseload numbers for CPS reports for 2017 had been inadvertently omitted. Karen Schultz will make the correction to the report with the addition of those numbers. Chairman Wepler inquired as to whether there was a greater reimbursement from the State for certain types of cases. Melissa Bliss indicated that each type of Economic Assistance and Social Service case has a reimbursement rate set for it by the state and some are weighted higher than others.

MOTION:

It was moved by Larry Louser, seconded by Jim Rostad and unanimously carried by the Board to receive and file the 2017 Annual Department Report.

Director Bliss updated the Board on personnel vacancies and new hires indicating that an In Home Family Services Specialist as well as a CPS Family Services Specialist had been hired, with both starting on February 20th; an Office Assistant III began employment February 1st; interviews are currently being done for an additional Office Assistant III and the interview process will soon begin for the HSPA IV vacancy in the In Home Unit. As discussed prior, the Parent Aide position is still vacant and has not yet been advertised. Melissa indicated the family dynamics that are typically in place for a family to receive Parent Aide services as this was a question of the Board.

In other informational business, Director Bliss indicated she had emailed the Board regarding clarification of funding based on FY 2015 figures. She expressed that Ward County Social Services had a greater than expected carryover going into 2018 and the reimbursement received from the State in December greatly contributed to that. She reiterated that the excess of \$17,610 must be set aside and cannot be levied for next year.

Melissa Bliss informed the Board that she had been approached by Community Options in regards to setting up an event outdoors on July 11 and July 12 of this year between the Courthouse and the Administration Buildings. The purpose would be to provide 'for you' items to members of the community who may be in need of items that they would provide free of charge. Melissa had brought this to the other Department Heads who were in agreement of doing so. Chairperson Wepler asked Melissa to check with States Attorney Rosa Larson to see if there was any type of agreement in place or that needed to be put in place and signed between the two parties in case anyone would get hurt on the premise. Melissa indicated she would check into that.

Meeting adjourned at 8:25 am.

Shelly Wepler , Chairperson

Date

Karen Schultz, Recording Secretary