

Ward County Social Service Board
Minutes
June 5, 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
Larry Louser
Jim Rostad

Alan Walter
Shelly Wepler

Also present were Melissa Bliss, Director, Karen Schultz, Recording Secretary and Connie Zieske, Account Budget Specialist

MOTION:

It was moved by Larry Louser, seconded by Alan Walter and unanimously carried by the Board approval of the Minutes of the May 1, 2018 Regular Board Meeting.

MOTION:

It was moved by Jim Rostad, seconded by Larry Louser and unanimously carried by the Board approval of the bills for June 5, 2018.

MOTION:

It was moved by Jim Rostad, seconded by Larry Louser and unanimously carried by the Board to receive and file the Budget Recap and Revenue Reports for April 2018.

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

Director Melissa Bliss updated the Board in regard to personnel vacancies. She indicated that interviews have been conducted regarding two vacant Foster Care positions. Reference checks will now be completed on the potential candidates. A resignation has also been received from a Foster Care case manager with his last day of work being August 6th. The In Home Unit maintains one vacant position. The Parent Aide/Direct Care Associate vacancy will be advertised this month. An additional resignation from the CPS Unit has been received and that will occur in August as well.

Two new employees will begin on Monday June 11th with one having been hired for the In Home Unit and the other for the CPS Unit .

Melissa addressed with the Board a letter which had been written by former foster parents and sent to the Board members, which she is aware of though she had not personally received the letter. The case manager who was involved with the family is no longer with our agency. Melissa acknowledged that there are concerns that need to be looked into and she will address those. She also plans to review the Code of Ethics with all employees. She plans to

reach out to the former foster parents once she is able to respond with answers to their concerns.

In other business, Board member John Fjeldahl inquired as to how the County IT Department works with our agency. Melissa indicated that we submit service tickets for work that needs to be completed, adding that the State office offers support for our State implemented programs such as FRAME. Jason Blowers from IT, recommends software updates to us and orders our computers, equipment and software. Melissa then makes the decisions as to purchases to be made as well as what we budget for those needs. The Auditor's Office recommends the budget amount that we need to include for our share of IT services which amounts to one-half of Jason's salary and benefits.

Melissa Bliss informed the Board that the contract for the panic button devices is soon ending and she has chosen to not renew that contract as the devices were minimally used by the workers in the agency.

Meeting adjourned at 8:30 am.

Shelly Wepler , Chairperson

Date

Karen Schultz, Recording Secretary