

SOCIAL SERVICES BOARD

MARCH 7, 2018

The meeting was called to order by Dale Hood at 9:00 AM. Roll Call was taken, with Loy, Beinborn, Splinter, Ranum, Beals, Hood and Nelson present. Also present were Fred Naatz, Director and Robert Keeney, County Board Chairman. The meeting was in compliance with the open meeting laws. Nelson moved to approve the order of the agenda, seconded by Splinter. The motion carried. Splinter moved to approve the minutes of the February 15, 2018 meeting, seconded by Loy. The motioned carried. Beinborn moved to approve the summary of vouchers for January 2018, seconded by Ranum. The motion carried. Beals motioned to approve the January 2018 Administrative Report, seconded by Beinborn. The motion carried. Beals made a motion to approve the Training costs for January 2018, seconded by Ranum. The motion carried.

CORRESPONDENCE

Naatz shared a letter received regarding the recent review of the WHEAP Program. The review went very well, with some minor changes needed to be made to procedures. The changes had been made and submitted. Naatz complimented the Support Unit for a job well done.

ADMINISTRATION

LEAN UPDATE

Naatz shared the organizational effectiveness project has its first meeting on March 29th. Naatz explained that this is a continuous quality improvement program that is based on LEAN concepts, but specifically geared for a human services organization.

BUILDING UPDATE

Things seem to be moving along; we made some changes to the support staff area as well as the reception desk area, shifting to furniture in some areas rather than built-ins. Tori Iverson has been in contact with Brad Bierman regarding the ideas, and she submitted her drawing to him. Kevin Anderson had contacted regarding this, and he was referred to Brad.

FURNITURE PURCHASES FOR NEW BUILDING

Some changes have been made to the furniture estimate for the new building, primarily looking at a less expensive chair for all of the conference rooms and furniture for two of the support areas to replace the built-ins that were previously part of the building plans. It was thought that the moveable furniture would allow for changes down the line if needed, as well as allowing the support staff to utilize a sit to stand desk, which was not part of the original building plan. Bob Keeney shared that the original cost

estimate for furniture built into the budget was about \$420,000, so the current estimate is very close to that. The department did not have a final estimate, as upon review, it was found that chairs for the large conference room were missing, as well as some addition errors in calculating the cost. Naatz is working with the company to get an updated estimate.

CHILDREN'S LONG TERM SUPPORT WAIVER UPDATE

The department finalized a contract with Unified Community Services to administer the program for the physically disabled and mental health target groups. Overall, little will change from the current way we operate the program. The biggest change will be that Unified will be the sole contract holder for the programs in Grant and Iowa Counties, so we will need to verify with them when we want to take someone off the wait list. The Children's Community Options Program (CCOP) will also be operated the same way, with Unified as the contract holder.

PERSONNEL

NONE

CITIZEN COMMENTS

NONE

ADJOURNMENT

At 10:35 AM Nelson moved, seconded by Ranum to adjourn until April 4, 2018 at 9:00 AM IN THE Large Conference Room, second floor of the Community Services Building. The motion carried.

Gary Ranum

Date