

Ward County Human Service Zone Board

Minutes

September 21st , 2021 – 7:30 a.m.

Second Floor-Ward County Commissioner's Chambers

PRESENT:

Melissa Bliss, Zone Director
Clayton Fegley
Mac McLeod
John Fjeldahl
John Pietsch
Shelly Wepler
Rich Berg
Hiedi Folstad-Miller

ABSENT:

Also present was Karen Schultz, Zone Board Secretary designee and Tammy Terras, County HR Director

MOTION:

It was moved by Shelly Wepler, seconded by Rich Berg and unanimously carried by the Board that the Agenda for September 21st , 2021 be approved.

MOTION:

It was moved by John Pietsch, seconded by Mac McLeod and unanimously carried by the Board that the minutes for the regular board meeting of August 17th , 2021 be approved.

MOTION:

It was moved by Mac McLeod, seconded by Rich Berg and unanimously carried by the Board to receive and file the August 2021 Expenditures and bills for September 7th and September 21st.

MOTION:

It was moved by Rich Berg, seconded by Hiedi Folstad-Miller and unanimously carried by the Board to receive and file the Budget Recap Expense Report for August 2021.

MOTION:

It was moved by Shelly Wepler, seconded by Mac McLeod and unanimously carried by the Board to receive and file the August 2021 Budget Revenue Report.

MOTION:

It was moved by Shelly Wepler, seconded by Rich Berg and unanimously carried by the Board to receive and file the August 2021 Foster Care Recruitment and Retention report .

Old Business:

Melissa informed the Board that she had been contacted for two placements in the Covid shelter between September 2nd and 11th. It was recommended that the shelter remain open, however, a replacement will be needed to fill her role due to her upcoming retirement. She is going to meet with Jen Wiechmann in Emergency Management to discuss options.

New Business:

Director Bliss has implemented some Covid guidelines once again as there have been 4 positives in the agency over the summer months. Masks will now be required when being outside of your office space, when on home visits and for incoming clients.

The Board was asked for either 2 or 3 members to be part of the interview panel for the Director position. Those that volunteered were Hiedi Folstad-Miller, Shelly Weppler and Mac McLeod.

MOTION:

It was moved by John Pietsch, seconded by John Fjeldahl and unanimously carried by the Board to have Hiedi Miller, Shelly Weppler and Mac McLeod represent the Ward CHS Zone Board in the interview process for hiring a new Director for the agency.

The Board was informed by Director Bliss that as of January 2022, only two County Commissioners will be allowed to be represented on the Zone Board. There was discussion to move to a 7 member board and that 1 member continue to be a member that represents the State Legislature. John Fjeldahl and Clayton Fegley's term will end as Board members the end of this year.

MOTION:

It was moved by Shelly Weppler, seconded by Mac McLeod and unanimously carried by the Board to move to a 7 member Ward County Human Service Zone Board effective January 1, 2022.

MOTION:

It was moved by Shelly Weppler, seconded by Rich Berg, and unanimously carried by the Board to offer Clayton Fegley the opportunity to continue to serve on the Ward CHS Zone Board for an additional 2 year term as a legislative member of the Board, effective January 1, 2022.

A handout was provided to the Board regarding the Baby Safe Haven Law. Brief discussion was held regarding this new law, indicating that Ward County Human Service Zone is an approved location to take in a child that is within the guidelines as to how the Baby Safe Haven Law is written.

MOTION

It was moved by Shelly Weppler, seconded by Hiedi Folstad-Miller and unanimously carried by the Board to receive and file the Baby Safe Haven Law information.

Director's Report:

The Board was informed that the all 4 major County Human Service Zones are in the process of hiring new Directors this year. The Ward County Human Service Zone Director job posting is set to close on September 22nd.

Director Bliss gave an update regarding personnel. A Foster Care case manager has been hired to fill the additional FC Supervisor position and therefore, the case management position is now open and advertised. Interviews will begin today for the front desk vacancy.

Awards for 3 and 5 years of service were presented to Ward County Human Service Zone Employees. There were 4 recipients for a 3 year award and 2 recipients for the 5 year award.

Melissa Bliss gave some updates from the most recent Directors meeting . The work group is still working on Board Member training which will include the history of SB 2124, the role of Zone Board Members as well as duties and responsibilities. Two videos have been completed thus far. She gave an update on the CPS centralized intake and indicated that numerous work groups are being created for various programs that affect the zones and special teams are being created to address various areas.

John Fjeldahl wanted to pass along that he had been informed that the foster parent relicensing process can be very frustrating. Director Bliss stated that she understands but that there are State requirements that need to be followed for this process and that she will pass along that information to the Foster Care supervisors involved in the redesign process.

The meeting was adjourned at 8:45 a.m.

Melissa Bliss, Ward CHSZ Director

Date

Mac McLeod, Secretary