

RECORD OF PROCEEDINGS

LOGAN COUNTY BOARD OF HUMAN SERVICES

April 13, 2022

Logan County Commissioner Chairman Byron Pelton called the Board meeting to order at 9:00 a.m. at the Logan County Central Services building with Logan County Commissioner Joseph McBride, Logan County Commissioner Jane Bauder, Logan County Human Services' Director David Long, and Logan County Human Services' Recording Secretary Peggy Kircher, present.

Minutes from the Board of Human Services meeting held on March 9, 2022 were presented. Commissioner Bauder moved to approve the Board meeting minutes as written. Commissioner McBride seconded the motion. The motion was approved.

Director Long presented the Commissioners with the Expenditure Summary report dated March 31, 2022, the February, 2022 Allocation Tracking report, and the February, 2022 TANF Reserve Balances report. Director Long said that the fund balance is as healthy as he has ever seen it for this time of year. He said that Karen Milner, finance/accounting manager, does a great job. Director Long requested the Commissioners' approval to purchase between \$80,000 and \$100,000 more TANF dollars from other counties. This would put the Department under the cap which is strategically a good place to have the cap being underfunded just a little bit because it will raise the allocation going into the next year. This would allow the Department to give more funding to Cooperating Ministry if there are additional funds. The Board agreed to have Director Long look for additional TANF funds to purchase from other counties.

Director Long gave the Commissioners the briefing highlights.

Director Long gave the Board information about the State's electronic document management system. Some counties purchased their own paperless system prior to the State's implementation of the EDMS system. Now the State wants to figure a way to tie all of the Counties' EDMS systems together. Some Counties are not willing to work with the State and are not willing to change their systems. This battle between the State and the Counties will not have any impact on Logan County.

Director Long informed the Board that he received the email memo from Diana Korbe, Logan County HR, regarding the annual employee performance appraisal evaluations, merit pay, and all department job descriptions. Chairman Pelton said that the new performance appraisal evaluations need to be used and the supervisors can determine if they want to perform the employees' performance evaluations using the self-evaluation process or the supervisor can complete the evaluation without the employee's self-evaluation. Commissioner McBride said that the self-evaluation process might be helpful with new employees.

Director Long gave the Board the staffing updates.

Director Long said that Peggy Meis, Resource supervisor, will be retiring on May 31st. Three internal caseworkers applied for the position and interviews were completed. Crystal Jackson, intake caseworker, was hired to fill the upcoming vacant Resource supervisor position. Director Long said that the Department has some really good employees in the child welfare units. Anthony Avalos applied for the upcoming supervisor vacancy but he was not chosen for the position. Director Long inquired if the Board would consider creating an additional manager level position under the supervisors to the organization chart in child welfare that Anthony Avalos could be moved into to utilize his talent. As a manager, his experience and knowledge could help other case workers in the mental health area; being a value allowing him to consult with other caseworkers to be able to help identify behavior modification ideas and strategies in regards to mental health. Director Long would like Mr. Avalos to start working on getting his degree in mental health. He would like to create the ability and give him the recognition and the pay to go with it to keep him working at Logan County DHS. The Commissioners are in favor of looking at the idea and hearing Director Long's request. Commissioner Bauder said that she would be in favor of looking at the idea to utilize Mr. Avalos' talents and encourage him to use them. She said that this would give him job satisfaction so he would stay. Commissioner McBride said that historically this has not been done for any county departments. He would like to complete the salary survey first before adding levels and positions. He said that there have

been other departments that have requested similar ideas and they have been turned down. Commissioner Pelton asked if this would cause conflict between the supervisors and the caseworkers. Director Long said that it would not cause conflict right now with the current staff.

The next Logan County Board of Human Services meeting will be held on May 11, 2022 at 9:00 a.m. at the Logan County Central Services building.

There being no further business to come before the Board, the meeting was adjourned at 9:28 a.m.

Respectfully submitted,

Approved by:

Byron H. Pelton, Chairman
Logan County Commissioner

David E. Long, Director

Joseph A. McBride, Logan County Commissioner

Jane E. Bauder, Logan County Commissioner