

MENDOCINO WORKS

W C C

WILLITS CENTER COUNCIL

MINUTES

Date: July 7, 2009

PRESENT

HHSA, Social Services Branch: Jennifer Miller, Laura Stebbins. **HHSA, CHB - Nursing:** Jeannine Shaw. **HHSA, CHB - AODP:** Helen Falandes. **DOR:** Ernie Waugh. **MPIC:** Debbi Purcell

DISTRIBUTION

HHSA SSB: Pat Atkinson, Sandi Brown, Susan Era, Alice Langton-Sloan, Janet Lombard, Bryan Lowery, Judy Morgan, Jennifer Miller, Marla Quintana, Debra Reed, Laura Stebbins, Sue Trotter, Cathy Vaughan, Rebecca Wilson. **MPIC:** Pam Harpster, Debbi Purcell, Claudette Rhodes, John Ulvila. **DOR:** Ernie Waugh. **JP:** David Barrett. **HHSA, CHB - WIC:** Jeannine Sandler. **HHSA, CHB - Nursing:** Jeannine Shaw. **HHSA, CHB - AODP:** Helen Falandes. **HHSA, MHB:** Jenine Miller. **Mayacama:** Connie Diamond. **EDD:** Emelia Bartolomeu, Kay Nord. **WAG:** Cyndee Logan. **NCO:** Patty Bruder. **DSL/C:** Tanner Silva

Facilitator:

Notetaker:

Jennifer Miller

Laura Stebbins

WISC BUILDING AND ACRONYM LEGEND

221 Building: Health and Human Services Agency, Social Services Branch, (HHSA-SSB), Adult and Aging Services Division (AAS), Family and Children's Services Division (FCS), Employment and Family Assistance Services Division/CalWORKs Job Services (EFAS/CJS), Mendocino Private Industry Council (MPIC), Department of Rehabilitation (DOR), Juvenile Probation (JP), Employment Development Department (EDD)

221B Building: Health and Human Services Agency, Community Health Branch (HHSA-CHB) and Mental Health Branch (HHSA-MHB)

221C Building: Health and Human Services Agency, Social Services Branch (HHSA-SSB), Family & Children's Services Division, Family Resource Center, (HHSA-FCS-FRC)

221D Building: Willits Action Group (WAG), North Coast Opportunities (NCO)

CORRECTION TO MINUTES

- None

APPROVAL OF MINUTES

- Minutes for June 2, 2009 were approved with no corrections.

AGENDA ITEMS

ADD – AMEND - APPROVE

- Agenda was approved with no changes.

SAFETY ISSUES

- Jennifer reported that last night (7/6) at about 6:00 pm Judi Butow identified a fire smoldering in the mulch in a landscaped bed on the south west side of the 221 Building. The fire was probably caused by a cigarette butt. Jennifer will issue a building bulletin and will ask that staff be aware of smokers outside flicking their cigarettes. There was discussion about the possibility of making the WISC a non-smoking campus or designating one location where smoking is allowed.

WISC FACILITY MAINTENANCE

- Jeannine asked about how the 911 procedure will work now that they will be without clerical staff in their building. She was wondering if they will still be part of the 911 system in the 221 building and if staff in the 221 building will know if they call 911. Jennifer said that staff in the 221 building will know if they call 911 and that we just need to make a new plan on how to respond. The telephone console is turned off after –hours so any calls made to 911 after hours will go straight to 911.
- Helen reported that there is a shattered glass bottle in the gravel parking lot. Jennifer said that she will pick it up.
- Jennifer will now be the designee to issue and facilitate work orders for Building B. In Jennifer’s absence please contact Sheri Santee at Community Health in Ukiah directly.
- Jennifer reported that work on the swale system is progressing. The swale system will allow water to permeate the ground and soak into the surrounding soil. In the future the plan is to hopefully do some plantings and to incorporate some rolling paths and seating areas.

INTERAGENCY REPORTS

- **MPIC – Debbi Purcell** – A new Youth Vocational Resource Specialist was hired and started work in late May. Her name is Michelle McQueen. MPIC applied for the summer youth program and it was granted on May 15th. They had 121 youth to place countywide by mid-July so Michelle has been very busy since she started. The summer youth program is a six week program and is funded through Federal stimulus dollars. In the North county area youth are, or will be, placed as follows:

Laytonville: Eight youth are placed at Laytonville Unified School District to do a variety of community service projects such as maintaining the community garden, town beautification (planting flowers, clean up), and working with Healthy Start in the summer program.

Covelo: Eight youth are placed at Round Valley World of Work Yuki Trails to continue the expanding gardening program (installing irrigation systems, planting and growing vegetables, etc...) and seven youth are placed with the school staff to perform maintenance of school grounds, painting projects, basic construction projects, etc...

Willits: Twelve youth have been placed at local public and private sites such as Howard Hospital, Willits Physical Therapy, Willits Power Equipment, and the WAG.

MPIC has been doing Rapid Response outreach for County employees who have been recently laid off. They did one in Willits and they are scheduled in Ukiah and Fort Bragg as well.

- **CHB – AODP – Helen Falandes** – Helen reminded everyone about the BBQ/Potluck retirement celebration for Gene Price on July 13th at the Willits Family Center.

Starting July 16th the AODP staff assistant will be assigned to the Ukiah office full time. The staff assistant currently assigned to Fort Bragg will now be assigned to Fort Bragg two days per week and to Willits two days per week. They will be getting a cooperative work experience person within the month that will be helping with reception.

Helen reported that they are having challenges with the At Home Grant because the Little Lake Health Clinic dropped out. They are looking for a licensed clinician (LCSW or MFT) to contract with. Please refer anyone who may be interested to Helen. The contract will be for about 20 hours of service per week and \$3,125 per month. There is some talk of Mental Health taking on the role as well.

Willits AODP currently has a waiting list of about three months with about 21 people are waiting for services.

- **DOR - Ernie Waugh** – Previously there was one supervisor for Lakeport and Ukiah and there are now two supervisors for these units. Several programs that DOR works with, including Mental Health and the SELPA TPP Program, are applying for funding from the Federal stimulus dollars.

DOR is now taking one more furlough day each month. They are now closed the first three Friday's of each month.

- **CHB – Nursing – Jeannine Shaw** – Four people who held three positions have been laid off in Community Health Nursing and one additional person may be impacted due to bumping rights.

The H1N1 virus (aka swine flu) is coming back on the horizon and a vaccine is currently being developed. The symptoms of H1N1 are fever, cough, and body aches. Anyone experiencing these symptoms should stay home.

- **SSB Adult and Aging Services – Jennifer Miller for Cathy Vaughan** –David Sundvold has returned to work.
- **SSB Employment & Family Assistance Services/CalWORKs Job Services – Jennifer Miller for Sue Trotter** – Effective July 1, 2009 CalWORKs recipients received a 4% reduction to their benefits. Layoffs for CalWORKs staff are also possible. To prepare for possible state budget cuts to the CalWORKs program layoff notices will be going out. If,

COMMUNICATION FROM WISC WCC (WCC) TO MW PARTNERSHIP COUNCIL (MWPC)

- Because of budget cuts to the ROP program Mendocino Works will not be receiving any more ancillary funds from ROP workshop attendance. The fund currently has a balance of about \$23,000 but no more money will be going into the fund. The \$23,000 will probably last through January or February 2010.

COMMITTEES

- **WISC Events Committee** – The Events Committee recently held a make your own root beer float event. No other events are currently being planned.

NEXT MEETING: August 4, 2009

1:30 – 3:00

**WISC 221 Building
Atlantic Conference Room**

Facilitator: Jennifer Miller

Note Taker: Laura Stebbins

Don't forget request for agenda items may be requested through Jennifer Miller via email at millerj@cdss.org or 456-3705!