

# MENDOCINO WORKS

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## WILLITS CENTER COUNCIL MINUTES

Date: November 4, 2008

### PRESENT

**HHSA, Social Services Branch:** Pat Atkinson, Jennifer Miller, Laura Stebbins. **Department of Rehabilitation:** Ernie Waugh. **MPIC:** Debbi Purcell. **HHSA, Public Health - AODP:** Helen Falandes. **HHSA, Public Health – Nursing:** Jeannine Shaw. **HHSA - Mental Health:** Cheryl Cramer

### DISTRIBUTION

**HHSA SSB:** Pat Atkinson, Sandi Brown, Susan Era, Alice Langton-Sloan, Janet Lombard, Judy Morgan, Jennifer Miller, Marla Quintana, Debra Reed, Jennifer Sookne, Laura Stebbins, Sue Trotter, Cathy Vaughn, Susana Wilson. **MPIC:** Pam Harpster, Debbi Purcell, Claudette Rhodes, John Ulvila. **DOR:** Nina Presmont, Ernie Waugh. **JP:** David Barrett. **HHSA, PHB - WIC:** Jeannine Sandler. **HHSA, PHB - Nursing:** Jeannine Shaw. **HHSA, PHB - AODP:** Helen Falandes. **HHSA, MHB:** Cheryl Cramer. **Mayacama:** Connie Diamond, Suzanne Warner. **EDD:** Amelia Bartolomeu, Kay Nord. **WAG:** Cyndee Logan.

**Facilitator:**

**Notefaker:**

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, Family and Children's Services Division, Employment and Family Assistance Services Division, Mendocino Private Industry Council (MPIC), Department of Rehabilitation (DOR), Juvenile Probation (JP), Employment Development Department (EDD)

**221B Building:** Health and Human Services Agency, Public Health Branch (HHSA-PHB) 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), Mendocino County Youth Project (MCYP)

### CORRECTION TO MINUTES

- Ernie Waugh said that the October 7, 2008 minutes under Inter-Agency reports for DOR should read "axis 1 severe mental health clients" instead of "access 1 severe mental health clients".

### APPROVAL OF MINUTES

- Minutes for October 7, 2008 were approved with the above noted correction.

### AGENDA ITEMS

ADD – AMEND - APPROVE

- No additions, amendments, agenda was approved

### SAFETY ISSUES

- Pat mentioned that she has been seeing a lot of debris (leaves, acorns, etc...) on the sidewalks around the WISC. Jennifer said that it has been hard to keep up with the debris clean-up due to the high winds, but she has been in communication with the janitor about this.
- Jennifer said that the roofs and gutters were cleaned last week prior to the rains and no new roof leaks were detected after the rains.
- Jennifer reminded everyone that with the winter weather upon us and temperatures dropping "Ice-B-Gone" should be stationed at various places throughout the buildings. If you do not have a supply please let Jennifer know and she will get some ordered.
- Pat asked if the exterior lights have been adjusted for the change from daylight savings to standard time that occurred this weekend. Jennifer confirmed that she has already made the adjustment and she had Gary check to make sure all of the lights are working. There is one ballast out that will be ordered and replaced.

## **WISC FACILITY MAINTENANCE**

- Jennifer said the good news is that there were no new leaks detected from the recent rains.
- Jeannine Shaw reported the 221B building had some problems with their alarm due to the roof hatch. The sensor has been repositioned so it is not as likely to get bumped.
- Cheryl brought up a problem that had occurred recently regarding front desk coverage and crisis calls. The group agreed that this was an HSA issue, not a WCC issue, and Jennifer, Cheryl, Helen, Jeannine and Pat agreed to meet separately about the concern.

## **INTERAGENCY REPORTS**

- **MPIC – Debbi Purcell** – Due to the Ukiah Mervyn’s closure MPIC is in the process of preparing a Rapid Response meeting with the affected employees at the Mervyn’s site to discuss their options. 80-90 people are being laid off toward the end of December because of the closure. A Dislocated Worker grant is also in the process of being written. Debbi explained that the Mendocino County Workforce Investment Board has defined a “substantial layoff” as one person. The majority of the employers in Mendocino County employ four or fewer employees. If you know of any person being laid off let Debbi know and she will follow up on it.
- **PHB – Nursing – Jeannine Shaw** – One new nurse has been hired in Fort Bragg. Half of her time will be allocated for Public Health Nursing and the other half of her time will be for CHDP. She started work on November 3<sup>rd</sup>.

There will be flu shot clinics this month in Fort Bragg, Willits and Ukiah (2 clinics in each town). In Willits the dates are November 12<sup>th</sup> and 19<sup>th</sup>. The clinics are open to everyone ages 19 and over. Appointments should be made ahead of time by calling 456-3800. Flu shots for kids can be done on these days as well at the regular immunization clinics.

- **SSB Children’s Services – Pat Atkinson** – A workgroup was formed to get fiscal data together for Carmel to present to the CEO’s office and subsequently to the Board of Supervisors (BOS) regarding the cost of closing the WISC. A document has been prepared and submitted to Carmel. Carmel will meet with the CEO’s office prior to the BOS meeting on December 9<sup>th</sup> where this will be on the agenda. If it becomes necessary Pat said she knows of staff who would be interested in participating in a workgroup to organize a “campaign” in support of keeping the WISC open (client testimonials, etc...). A recommendation that came out of the fiscal workgroup is that an annual fiscal analysis of the WISC be prepared in order to be pro-active and ready for any future inquiries of the costs/benefits of the WISC.

Jennifer said that at today’s Supervisors Support Group it was shared that discussions are in process about trying to get information out in printed format (newspapers, etc...) to openly discuss the WISC, what we do, services provided, etc... Various ideas of how to do this and timeframes are still being considered. *Not: Since this meeting the Willits News was contacted and will be doing an article about the WISC.*

Helen reminded everyone of Carmel’s reminder that as private citizens we can advocate in any way we choose. Helen submitted an article to the Willits News but it has not yet been published. Jennifer also emphasized Carmel’s sincere interest in hearing from staff directly about their concerns, ideas, suggestions, etc... which can be done via email, the reflecting committee or the Director’s call-in days.

HHSA has taken several cost saving measures including implementing a hiring freeze and revising the guidelines for the issuance of vouchers to clients.

Jennifer said that between the silent auction and the yard sale just over \$500 was raised for the Foster Children Summer Activity Fund. Additional fundraisers are being planned. The foster care holiday party will be on December 4<sup>th</sup> at the Carl Purdy Hall at the Fairgrounds in Ukiah. The Willits FCS staff is responsible for the decorations for the hall. The theme this year is “Country Christmas”.

- **Department of Rehabilitation – Ernie Waugh** – The good news is that they have been given permission to hire one counselor. This will make a total of three counselors. They are beginning to see the budget impact on their clients. Previously counselors could approve their own assessments, but they will now need to be pre-approved which will result in fewer assessments being completed.
- **PHB – AODP – Helen Falandes** – The HHSA hiring freeze has delayed hiring a staff person for the new “At Home” grant. Other news is that Walt Ayres wonderful artwork has been taken down and Ann Maglinte’s art work will be put up this afternoon.

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

- Nothing to report this month. The next Mendocino Works Partnership Council meeting will be on November 13<sup>th</sup>. As a result of the previous discussion (last paragraph under Cheryl Cramer’s report) Debbi will bring the request to the MWPC that they communicate to the WCC information about any new programs in the county that they become aware of.

### COMMITTEES

- **WISC Events Committee** – A soup/chili/bread event will be held on Wednesday November 12<sup>th</sup> in the Atlantic Conference Room from 12-1. Sign up for this event is on the bulletin board by the lunch room. A request for interest in the holiday craft fair has gone out. If you want to participate let Sue Hammer or Fran Johnson know. The event will not be held if there is not enough interest. For this event there is a small charge to the crafters for table rental and the crafters get to keep the proceeds.

**NEXT MEETING: December 2, 2008**  
**from 1:30 – 3:00**  
**WISC 221 Building**  
**Atlantic Conference Room**

**Facilitator: Jennifer Miller**  
**Minute Taker: Laura Stebbins**

Don't forget request for agenda items may be requested through Jennifer Miller via email at [millerj@mcdss.org](mailto:millerj@mcdss.org) or 456-3705!