

WISCONSIN SOCIAL SERVICES ASSOCIATION

Executive Committee Meeting
Sauk County DHS
3/28/08

PRESENT: Christy Mancl, Dave Zeller, Paula Hintze, Denise Jeffers and Kathy Brown

ABSENT: Ann Oven, Christy Duhr, Stephanie Gagnon, Kevin Loef, and Theresa Hannes

MINUTES OF 1/25/08:

Minutes were reviewed and no corrections/additions. MOTION: Dave/Paula to accept. Carried.

TREASURER'S REPORT:

Denise distributed copies of the financial report. Reviewed information. Rebate checks as of yet have not been cashed. President Mancl will contact Faith Valenti as she has bank account register and other financial information as he son had completed the audits for the organization. She will ask that Faith give materials to Cheryl Woltman to return as both Cheryl and Faith are on Conference Planning Committee. MOTION: Dave/Paula to accept report. Carried.

CORRESPONDENCE/PRESIDENT'S REPORT:

In February, President Mancl received email from Jackie Bennett asking about the E. S. Proclamation. President Mancl talked with Jayne Carroll regarding it. Last week, Jayne forwarded it to President Mancl who will get it down to Madison for the Governor to sign and get back so it can be out by week of 4/21. Suggestion: Call Linda Sweet to see if she can be of assistance. Once receive it back, can announce it on the website. The Print Shop can make copies of proclamation, letter, etc. and mail.

President Mancl received email from Tim Morgan. He will be going with Kaiser to Florida so not sure if can attend conference. Tim is on the Conference Planning Committee.

A social worker from Marathon County emailed President Mancl as she saw the flyer for the conference and asked about WSSA in the agency and no one could seem to help her with providing further information regarding the organization. President Mancl called and talked with the worker.

OTHER CORRESPONDENCE:

Paula stated that she went to a brown bag lunch (listening session) held by the new Department of Children and Family. Henry Wilde was the presenter and he is the Transition Coordinator. She mentioned WSSA to him and working with him to do an article. Discussed. Suggestion: Perhaps he could be a part of the learning circle or, another time during the conference, speak with attendees.

Future listening sessions are coming up soon. On April 7th at 141 NW Barstow, Waukehsa from 1:30 to 2:30 p.m.; on 4/15, WRO large conference room, 610 Gibson St., Eau Claire from 11:00 a.m. to 12:00 Noon and 4/29 at NRO large conference room, 2187 N. Stevens Street, Rhinelander from 11:00 a.m. to 12:00 Noon. If want to attend and ask questions, would need to email HilgeJA@dhfs.state.wi.us to register. Suggestion: Put dates/times/places on the website. Paula stated that by 7/1 the new department is suppose to be up and running.

INSURANCE:

Paula has not been able to look into the insurance the committee had questions about. It will be on the next meeting agenda.

2008/2009 CONFERENCE SITE:

Question arose as to whether Ann had picked her conference site yet. As of this date, no one has heard.

STATE OFFICES:

Sherri Arnold has agreed to be WSSA Treasurer for the next two years. She would like to also work on Conference Planning Committee again which should be no problem as the two committees usually meet on different dates.

RESPONSIBILITY LISTS:

Reviewed the lists which Paula had completed regarding responsibilities of President-Elect, Secretary, Ad Hoc Committees, etc. Corrections/additions were made. She will redo the lists and make copies for committee members.

LEARNING CIRLES:

Paula and Mark Schmitt are setting up the learning circles for the conference. They will again be on Friday morning and if anyone has any ideas for a learning circle, he/she should contact her or Mark.

2007/2008 CONFERENCE PLANNING COMMITTEE:

Eddie, co-chair of committee, met with Executive Committee. The conference pamphlet was mailed out to over 800 individuals/agencies. Sherri did an excellent in putting it together. Paula is still working on the E. S. track but it will be set up and ready for conference.

Minutes of their last meeting were sent out. There were not questions.

Pictures from past conferences are being gone through by Mark Schmitt and he will be putting a video together. It will be more of an entertaining video than an historical one which the organization already has. Eddie will remind Mark to bring the albums to the conference.

President Mancl mentioned having a thank you and a pen in the conference packet of every membership liaison instead of passing them out later.

Kathy gave Eddie copies of some old materials from years gone by such as the Past Presidents' song, ES song, etc. Eddie made copies to give to Jackie Bennett and Ken Cady who are the presenters at the Past Presidents' luncheon in case they could use any information from the materials.

Thus far they have 13 vendors. They also have a lot of give away items. This year they decided to try something new and will have no ribbons. The buttons will be different colors. For example, black button for award winners and blue for Executive Committee members.

Visitors Bureau has been great to work with. They will bring bags, folders, pens, etc. to the conference to give away. They will also have a few DVDs of the Dells area and 25 vacation guides.

Eddie past around a copy of the conference pamphlet for committee members to sign their name next to the workshop they can monitor/introduce.

Question arose as to whether or not the membership liaisons where sent the conference pamphlet to distribute/post at his/her agency. President Mancl will send/email it to the liaisons.

MEMBERSHIP LIST:

Denise mentioned that a new member who attended last year's conference had contacted her as she had not received any information from WSSA over the past membership year. Question arose as to whether the new members where put on last year's membership list and if not, they then won't be receiving any mailings. Paula will check to see if the individuals are on the mailing list.

President Mancl mentioned that Marjean Sutherland stated that she would be willing to keep the membership list updated. She will contact Marjean as the committee would appreciate her doing so.

WSSA AWARDS/HONORARY LIFE:

President Mancl received nominations. One was for Margaret Desarmo receiving the Gayle Farris award. Discussed. President Mancl will contact the individual who submitted the nomination for further information and will then email information to committee members to vote on. She will get it out to members within the next two weeks.

Edie Udulutch was nominated for Distinguished Service Award. MOTION: Dave/Paula to accept. Carried.

Christy Mancl nominated for E. S. award. MOTION: Dave/Paula to accept. Carried.

Waukesha County nominated for Friend of WSSA award. MOTION: Dave/Paula to accept. Carried.

One honorary life nomination and that was for Fred Baewer. MOTION: Dave/Paula to accept. Carried.

Paula will send President Mancl copy of letter she mailed out to award winners/honorary lifes.

TRAINING:

Discussed regional trainings (4) that were planning to hold around end of September/end of October. Paula mentioned that the NEW Conference is in October. Discussed. Committee decided to hold trainings at a later date. Plan to discuss at organizational meeting in July. Kathy distributed information on several facilities in the Rice Lake and Stevens Point area. Materials will be reviewed when discuss the trainings at the July meeting.

ALZHEIMER'S CONFERENCE:

Kathy stated that she sent in form in order for WSSA to be a vendor at the Alzheimer's Conference on 5/5/08 in Milwaukee. There is no charge for us to be a vendor as they could then be a vendor at our conference in May. As of yet, do not know if they plan to be at the WSSA Conference. Expenses would include overnight stay, several meals, candy for table, and mileage. Kathy thought it would be around \$150.00. She would man the table. MOTION: Dave/Christy to approve the costs and Kathy to have receipts for all expenses. Carried.

Denise will make sure Kathy receives around 100 WSSA applications to have on the vendor table.

UPDATE:

Paula submitted article for Update regarding April being sexual assault awareness month and recommended reading. Conference Planning Committee will be submitting an article. Paula will also submit an article on the new Department of Children and Family. UPDATE should be out in April.

CONFERENCE PLANNING BUDGET SHEET:

Dave distributed copies of the budget sheet used by conference committees. He reviewed it and what should be listed on it. Discussed and corrections/additions made to form. Dave will redo the form and have copies at the next meeting.

December, mid-year training, should be a separate sheet.

THEME NIGHT:

Executive Committee discussed what they would be as committee for theme night. Decided to be the Mouseketeers. Kathy, Denise and President Mancl will look into acquiring light blue shirts, put names on and buy the Mouseketeer hats. Committee agreed to keep it under \$20.00. The members who were not able to attend the meeting will be contacted to see if they are able to attend the Wednesday evening festivities and "be a Mouseketeer".

MAY AGENDA:

Agenda set for Tuesday, 5/27/08 for Executive Committee. Meeting will begin at 1:00 p.m.

ADJOURNMENT:

Committee adjourned at 2:15 p.m.

RESPECTFULLY SUBMITTED BY: _____
Acting Secretary

DATE: _____