

**MEETING OF THE  
WINNEBAGO COUNTY  
DEPARTMENT OF HUMAN SERVICES BOARD**

**Minutes**

**DATE:** Monday, February 7, 2011

**TIME:** 3:30 p.m.

**PLACE:** Neenah Human Services Building, Room 008

**MEMBERS PRESENT:** Jerry Finch, Jef Hall, Jim Koziczkowski, Ron Kuehl, Donna Lohry, Mike Norton, Rob Paterson, and Harvey Rengstorf

**MEMBERS EXCUSED:** Tom Widener

**STAFF PRESENT:** Bill Topel, Ellen Shute, Mary Krueger, Ann Kriegel, and Dorothy De Grace

Jim Koziczkowski called the meeting to order at 3:30 p.m.

**AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS**

There were no comments.

**AGENDA ITEM #2: APPROVE MINUTES OF THE DECEMBER 6, 2010 HUMAN SERVICES BOARD MEETING**

Jerry Finch moved for approval of these minutes; seconded by Ron Kuehl and carried (8-0).

**AGENDA ITEM #3: ACCEPT MINUTES OF THE NOVEMBER 8, 2010; THE DECEMBER 13, 2010; AND THE JANUARY 10, 2011 ADRC COMMITTEE MEETINGS**

Harvey Rengstorf moved for acceptance of these minutes; seconded by Donna Lohry and carried (8-0).

**AGENDA ITEM #4: 2010 FINANCIAL REPORT**

Ellen Shute referred to the final projected financial report for 2010. She said we will be doing some accruals after our books are closed on March 6, which will determine if the state will pay us additional money based on our expenses. Currently we are looking at \$1,722,114 unexpended tax levy due in part because of decreased labor costs and a continued decrease in multi-divisional institutional placement costs. The surplus also includes a small amount in the travel account. Ellen said we will not have to do a budget transfer explanation to acknowledge that we received funding that exceeded our budgeted revenue amount. She said she will prepare information regarding the impact of Family Care on the unexpended tax levy.

Ellen reported that the average daily population (ADP) for juvenile corrections is well below the budgeted level; the ADP for residential care centers is slightly below the average number of 4.9 for 2010. Ellen said the ADP for specialty hospitals for adults is 4.9, which is just below the average of 6.6 for 2010; the ADP for children in specialty hospitals continues to be below the .56 average.

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**AGENDA ITEM #5: BUDGET UPDATE**

Bill Topel informed the Board that since the Lakeland Care District is not financially responsible for the inpatient psychiatric admissions for their long term developmentally disabled clients, we have been covering the cost of approximately \$900 per day. We have been working with Lakeland Care District to be sure they are actively engaged in finding alternative placements or other resources for those clients. Bill said other counties have experienced this same dilemma and have asked the state for payment of these admissions. Donna Lohry suggested we send a letter to the state explaining our county's situation.

Bill Topel said the state budget will probably be available by the end of February. We expect to see a plan for decreasing costs, but we don't expect to see any new initiatives. Bill said we are expecting some changes to the Medicaid program, which will have a significant impact on us.

**AGENDA ITEM #6: ADRC UPDATE**

Mary Krueger reported that over a 12-month period we saw 2,123 known people and we had 234 anonymous contacts to the ADRC. Of the contacts we've had, 76% were via telephone, e-mail or written form. There were 412 walk-ins, which is 9% of the overall total. 58% of the people are over 60 years old; 34% are under 60 and 8% are of an age unknown to us. Most people contact us because of an elderly person's issues; 23% for physical disabilities; and the remainder is regarding mental health or AODA issues. Mary said we are working on putting together a marketing plan. She said because we are still transitioning into Family Care, we still have a waiting list. Most people contact the ADRC for information & assistance; the second biggest reason is for options counseling. We did enrollment counseling for 156 people since the latter part of last year, and we did disenrollment counseling to 46 people. Mary said we've added two disability benefit specialists to the ADRC last July. They saw 100 people during the first six months of the start-up of the ADRC. The two elderly benefit specialists had 564 contacts from August to January and they did 49 presentations. Mary said we can continue to use funding from the National Caregiver's fund, the Alzheimer's fund, and Elder Abuse fund to help support people who aren't eligible for Family Care or who are on a wait list for services.

Mary said the ADRC Committee held its first meeting in October. We have been studying the policies and procedures, since they need to be updated every year. We recently completed a site survey and submitted it to the state. Mary said we will be working on a marketing plan and a resource directory.

**AGENDA ITEM #7: DIRECTOR'S REPORT**

Ken reported that Deputy Director Ken Stoffel retired on February 2.

**AGENDA ITEM #8: BOARD MEMBER REPORTS**

Jerry Finch heard that Florida recently received federal grant money for investigating prescription drug abuse. He suggested that two Board members research this when they make a scheduled trip to Florida.

Donna Lohry reported that she attended the recent WCHSA Executive Committee meeting.

With no further business Mike Norton moved for adjournment; seconded by Jerry Finch and carried unanimously at 5:00 p.m. The next meeting of the Human Services Board will be **Monday, March 7, 2010 at 3:30 p.m.**

Respectfully submitted by Donna Lohry, Board Secretary

/dd