

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

**Minutes**

**DATE:** Thursday, June 24, 2010

**TIME:** 9:00 a.m.

**PLACE:** Oshkosh Human Services Building, Room 33

**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, Ken Stoffel, Tom Saari, Leo Podoski, Ellen Shute, Mary Krueger, Ann Kriegel, Gina Vanden Branden, and Dorothy De Grace

Jim Koziczkowski called the meeting to order at 9:00 a.m. with the intent of considering any additional testimony for the Public Hearing.

**AGENDA ITEM #1: PUBLIC HEARING:**

The Public Hearing concluded at approximately 9:30 a.m.

**AGENDA ITEM #2: REVIEW, DISCUSS AND RECOMMEND 2011 HUMAN SERVICES BUDGET TO COUNTY EXECUTIVE:**

Donna Lohry moved to bring the Budget book to the table for review, discussion and recommendation; seconded by Harvey Rengstorf and carried (8-0).

Bill Topel said that each year we look at where our large costs have been; look at ways to reduce those costs; and provide more and better access to care to families, adults, children in our community. We look at early intervention strategies, rather than waiting until problems become more complicated resulting in fewer choices for service. We've added some positions over the year, created a hospital diversion program, added staff to help kids and families in their homes, and we are continuing to utilize those services while exploring every option for services that the state allowed us. Bill said the financial crisis of the state and federal government impacts our services, because we receive less money from them to do the work that is mandated. He said the non-mandated services are put in place because we believe they reduce the costs of the mandated ones. The County Executive gave us an expectation of a zero per cent increase in county tax levy. Next year will reflect a six months savings for Family Care buy down. Bill said we are asking for one additional position to the table of organization in the Economic Support Division as a floater staff person. This position will help cover the 10% to 20% increase in individuals and families receiving services. He said the Budget reflects the reduction of several staff that moved to Family Care.

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Bill said the changing needs of our clients and court ordered services are out of our control, which is the difficult part of our budget. The mix of federal, state and county dollars that cover our costs constantly changes. Our goal is always to generate state and federal dollars. Bill said we will continue to focus on early intervention for 2011. We are not proposing any new programs, but will refine our current systems to make them better.

### ADMINISTRATIVE SERVICES DIVISION:

Ellen Shute said that although the Department has a zero per cent increased budget for 2011, we will see some adjustments being made in terms of the BCA (basic county allocation) within each Division. She said we didn't allocate BCA revenue to the Divisions as we have in the past, but we used it to balance the Department's budget as a whole. Basically, if we save money in one division we can spend it in another division. Ellen said we did our best to estimate labor costs, given that the labor contract isn't signed yet. She said the fringe rate increased from 47.33% to 47.61% for every division. She pointed out that one supervisory position was eliminated in February of this year through a retirement, and the work was absorbed by remaining supervisors. Ellen noted that capital equipment needed for the agency is listed under the Administrative Division, hence the \$15,000 for a replacement agency vehicle was recommended by the Highway Department. It was also recommended that we get a fleet of replacement vehicles by rotating out the older ones.

### BEHAVIORAL HEALTH DIVISION:

Tom Saari said the Behavioral Health Division will have a decrease in levy of 2.2% for 2011. He said he is not planning any new or expanded services. He noted that the AODA federal block grant increased, but the BCA decreased at the same time. When asked about our allocation to supported employment, Tom said we give \$10,000 to Friendship Place and \$7,500 to Hope & Care Center. This is a grant to them to fund consumers who work at the facilities, which helps keep their doors open. Tom said the services offered at the two facilities support what our staff does for those chronically mentally ill individuals, so potentially they won't need to go to our Crisis Center or a hospital for treatment. Tom explained that the 500% increase for small equipment is for new furniture at Summit House. Tom said the Crisis Center was opened in April 2009, and we have had 378 admissions to the facility—mostly for a short term of 1-4 days. We divert a significant number of folks who would have been admitted to a hospital. Tom said they've shifted staff in Behavioral Health and created two nurse positions—one in Neenah and one in Oshkosh. This allowed us to take the medication responsibilities away from the therapists and to assist the doctors and advanced practice nurse prescriber. We are now able to have a walk-in clinic where individuals can see someone the same day, and it reduces our no-show rate. We were also able to change a crisis position from a mental health intake screener to an AODA counselor. This person would be our link to a juvenile mental health AODA court. Tom said these changes were made because we are trying to be responsive to a variety of consumer needs. Tom explained the CIT (Crisis Intervention Training) for the Oshkosh Police Department. We had offered to use part of a grant in 2006 to send the officers to the training, which they continue now to do on their own. He said it has been very helpful in dealing with individuals in crisis.

CHILD WELFARE DIVISION:

Leo Podoski said we continue to see an increase in the needs of children and families. We are making more of a focus on mental health services, and are seeing more AODA issues. Leo said we are continuing efforts for community-based services, and therefore our wrap-around services are increasing for 2011. Some placement costs for less-restrictive settings will also increase, but corrections will decrease by \$315,000. Leo said we are proposing a 5.1% increase (\$94,000) for foster care and a 13% increase (\$87,000) for residential care. We are looking at a 19% increase (\$122,000) for group home costs. Bill Topel said we are seeing increasing costs for services, but in the long run we are hoping to keep expenses down by reaching kids earlier. Leo said an internal work group has been looking at the Shelter Care program and the inadequacy of the current facility. We are looking to add an in-home family therapy team to the wrap-around community-based services.

ECONOMIC SUPPORT DIVISION:

Ann Kriegel said she is proposing to add a new floater position, which we will need because of increased outreach in the W-2 area; troubleshooting for the state cases; and because of program changes. The person will concentrate on the elderly, blind & disabled cases, which have increased. Also, we have about 500 extra cases because of the move to Family Care. Ann pointed out that each worker currently has between 350 and 500 cases. Communication is important between the worker and the consumer, and case changes need to be processed in a timely manner according to state guidelines. Ann said sometimes it is delayed because of waiting for needed information from the consumer. Ann said Winnebago County is consistently between nearly 100% on time in processing cases for people who are eligible for expedited services.

LONG TERM SUPPORT DIVISION:

Mary Krueger said we have less revenues and expenses because of the start-up of Family Care and IRIS. The budget for 2010 reflected one-half a year of regular ongoing expenses for adults with physical or developmental disabilities and the elderly; the second half of the year we won't have those expenses for the actual provision of service. We do have the expense of leasing staff to Lakeland Care District, but we receive revenue from the state for the salary and fringe expense. Mary said some of the expenses in the 2011 Budget indicate a 0% increase, but it is really 100% decrease due to Family Care. It might show a 50% increase because of increased revenue from Family Care. Mary pointed out that Older Americans Act dollars will no longer pay for the meals of about 45 individuals who moved to Family Care. We authorize CIP or COP funding to pay for those meals. Mary indicated that Lakeland will contract with Advocap for meals for the remainder of this year. Mary said we communicated with our transportation providers regarding Family Care starting July 1, and that we no longer would be responsible for our part of the transportation to and from Lakeside Packaging Plus after June 30. We informed Oshkosh Transit we had heard that each group home would be responsible for transportation for a consumer. Mary said she understood that a lot of providers chose not to have the responsibility of providing the transportation. Lakeland Care District is apparently negotiating with Oshkosh Transit on this issue. Discussion followed.

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Mary said we are looking to have one of the ADRC employees do the transitioning of kids out of high school into adulthood. Regarding quality assurance with contracted agencies, Mary said we look at them from the standpoint of the contractual agreement by doing background checks, etc.; we get feedback from consumers; and we get feedback from staff or care managers. We then look at these issues compositely. In the past we have done these checks every three years, and we anticipate getting back on track.

Jef Hall moved to amend the 2011 Human Services Budget by adding \$2,500 to the budget line for Hope & Care Center; seconded by Mike Norton and carried (8-0).

Jef Hall moved to recommend the amended budget to the County Executive; seconded by Ron Kuehl and carried unanimously (8-0).

With no further business, Jef Hall moved to adjourn the meeting at 1:40 p.m.; seconded by Mike Norton and carried unanimously. The next meeting of the Human Services Board will be Monday, August 2, 2010 at 3:30 p.m. at the Neenah Human Services Building.

Respectfully submitted by:

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Donna Lohry, Human Services Board Secretary

Recorded by: Dorothy De Grace, Secretary, Department of Human Services