

**FAMILY SUPPORT PROGRAM
ADVISORY COMMITTEE**

Meeting Minutes

DATE: Tuesday, June 2, 2009

TIME: 11:30 a.m. – 1:00 p.m.

PLACE: Neenah Human Services Building
211 N. Commercial St., Neenah
Conference Room #002

MEMBERS PRESENT: Beth Culp, Cindy Flauger, Tracy Gehrke, Ashley Hesse, Cindy Knaggs, Luann Rodriguez, and Kathy Wagner

ABSENT/EXCUSED: Carie Achterberg, Mary Beth Conners, Elizabeth Jones, Danica Lewis, Lisa Mcallister, Katie Schierl, and Kara Van Vooren

OTHERS PRESENT: Rob Paterson, citizen and Dorothy De Grace, Human Services Department

Cindy Flauger called the meeting to order at approximately 11:30 a.m.

1. **Approval of agenda:** Beth Culp moved for approval of the agenda as written; motion carried unanimously.
2. **Approval of minutes for February 10, 2009 meeting:** Cindy Knaggs moved for approval of these minutes; motion carried unanimously.
3. **Member sharing:**

Cindy Knaggs said a special needs support group for parents started in Oshkosh in collaboration with Cerebral Palsy and ARC. They had a successful first meeting, and the next meeting is scheduled for Thursday, June 4. The group will communicate their needs to the Oshkosh School District. Cerebral Palsy provides child care during the meetings.

Ashley Hesse said the ARC received a “peer power” grant and will do a peer-to-peer mentoring project.

4. **Family Support Coordinator’s Report:**

Beth Culp said that in the past we would budget funds to support graduating seniors, but this year we weren’t able to do that. She said we did authorize some Family Support funds matched to MA waivers to help meet their needs. Beth said there is one person waiting for approval for funding.

5. Birth-to-Three Program Director's Report:

- Stats – Budget Update – Cindy Flauger shared charts showing the number of children in the program so far this year and last year. She said referrals are up, but the point-in-time count is down. Sometimes children leave the program because their problems have been remediated. Some referrals don't meet the level of eligibility requirement. Cindy said the state has been doing some outreach with physician groups regarding screening for the Birth-to-Three program.

Cindy said they haven't been able to hire a substitute occupational therapist, so they are currently using contracted services. They are sometimes able to offset the expense with third party reimbursement, which is ahead of budget for the year. They are using a trans-disciplinary team approach where the parents, teacher and other therapists support the needs of the child. Cindy said they are seeing more families who are income-eligible for BadgerCare.

- On Site Review Summary

Cindy said the state is on a four-year cycle of reviewing the Birth-to-Three program. The agenda this year was set on where our priorities are and on any past required actions being resolved. She said discussions at the review considered the possible areas to work on that will be an enhancement to the program. Cindy said the report was very favorable. Beth Culp said we plan to continue doing outreach to physicians and parents regarding the program. She said it will be important to keep the committee updated on Child Find and community events where we share information on Birth-to-Three.

6. Advisory Committee Rules:

As a follow-up to the last meeting, Beth Culp distributed a list of operating rules that had been in place for the Family Support Committee. She asked for comments or updates to the list. Beth said she would revise the list with the suggested changes. It was decided to consider the list as expectations for committee members.

7. Family Support Eligibility:

Beth Culp distributed a copy of a functional screen that determines a person's eligibility for Family Support services. Beth said a person's information is keyed into a computer and program eligibility is calculated. Beth said this same tool at the state level ties into the Katie Beckett Program. If a child is found ineligible for Family Support, he could lose Katie Beckett services based on our screening. It acts as a check & balances tool for the various programs available.

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8. Benefit/Cost of Splitting Family Support and Birth-to-Three Advisory Committee:

Beth Culp asked for comments on the benefit of possibly splitting the Family Support Committee into two advisory committees as they were in the past. She said a concern is that some of the Birth-to-Three provider issues aren't being addressed completely on the one committee. Cindy Flauger pointed out that having a separate committee doesn't prohibit Birth-to-Three from having more community members as is prohibited for Family Support. She said there isn't an advisory capacity requirement for Birth-to-Three, but there is an opportunity for information referral networking. Ashley Hesse said it makes sense that there would be two groups based on the guidelines from the state for the two programs, but a report from Birth-to-Three is very fitting to the Family Support Advisory Committee. Beth suggested that the two committees could meet back-to-back for anyone to attend both. Cindy suggested we take the opportunity and try having both committees.

9. Future Agenda Items:

Beth Culp will give an update on Child Find. We will talk about recruitment for the committee and an orientation process. We will discuss possible fund raising events.

With no other business Cindy Flauger adjourned the meeting at 1:00 p.m. The next meeting of the Family Support Advisory Committee will be held on Tuesday, **September 1, 2009** from 11:30 a.m. to 1:00 p.m. in **Room 002** of the Neenah Human Services Building.

Respectfully submitted by:
Dorothy De Grace, Secretary
Winnebago County Department of Human Services