

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

**Minutes**

**DATE:** Thursday, June 11, 2009

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

**PLACE:** Orin King Building, 1<sup>st</sup> Floor Meeting Room

**MEMBERS PRESENT:** Don Griesbach, Jef Hall, Jim Koziczkowski, Ron Kuehl, Donna Lohry, Mike Norton, Rob Paterson, Harvey Rengstorf, and Tom Widener

**STAFF PRESENT:** Bill Topel, Ken Stoffel, Ellen Shute, Mary Krueger, Leo Podoski, Ann Kriegel, Beth Culp; and Dorothy De Grace

**OTHERS PRESENT:** Cindy Flauger, Early Intervention Services; Lea Kitz, ARC; Lynnae Sievert, Cerebral Palsy of Mideast WI; and Tom Mentele, Lakeside Packaging Plus

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 MAY 14, 2009 HUMAN SERVICES BOARD MEETING**

Don Griesbach moved for approval of the minutes of the May 14, 2009 Human Services Board meeting; seconded by Ron Kuehl and carried (9-0).

**AGENDA ITEM #3: ACCEPT MINUTES OF THE APRIL 22, 2009 COMMISSION ON AGING MEETING AND THE MAY 12, 2009 SPECIALIZED TRANSPORTATION COUNCIL MEETING**

Donna Lohry moved for acceptance of these minutes; seconded by Tom Widener and carried (9-0).

**AGENDA ITEM #4: 2009 FINANCIAL PROJECTION REPORT**

Ellen Shute said we currently have a surplus of \$252,924 in unexpended tax levy based on January through April actuals and projections from May through December. We will continue to monitor the fringe benefit level, which might increase from the current 46%.

Ellen said the average daily population for juvenile corrections has increased from 9.6 to 9.8 through April and is over the budget level. The population for residential care centers has increased to 6.4 from the 6.2 reported last month, but is still under the budgeted number. The specialty hospital population has decreased to 7.4 from the 8.1 reported last month and is slightly over the budget level. Ellen said emphasis continues to be made on avoiding these admissions. Bill Topel said he would be conferring with state staff to consider whether several of the juveniles would qualify for earlier release from residential placement than we anticipated. They would be recommended to community based programs.

## MEETING OF THE DEPARTMENT OF HUMAN SERVICES BOARD

Minutes for Thursday, June 11, 2009

Page 2

### **AGENDA ITEM #5: MODIFY THE 2009 TABLE OF ORGANIZATION— ADMINISTRATIVE SERVICES DIVISION**

Ellen Shute asked the Board's approval to eliminate a 50% account clerk position that was occupied by an employee who has retired. She asked that we then increase the hours of a different account clerk from 50% to 75%. This would result in a net savings of 25% or \$13,121 for this year. Ellen said there is also a 21% clerk typist position that has been vacant for some time, and she asked for it to be discontinued from the Table of Organization. Bill Topel pointed out that if we have a position vacant for over 90 days we would need to put in a request with an explanation to the Personnel & Finance Committee to extend the vacancy. Tom Widener moved to eliminate a 50% vacant account clerk position and a 21% vacant account clerk position from the Table of Organization and then create a 75% position out of another 50% account clerk position; seconded by Mike Norton and carried (9-0).

### **AGENDA ITEM #6: FAMILY CARE UPDATE**

Ken Stoffel said the new Board of Directors for Family Care had its first meeting. Jim Koziczkowski said that at that meeting they were given some legal information and history on forming the Lakeland Family Care District. He said they started a process of searching for a CEO, and they are looking at creating bylaws and a mission statement. Lea Kitz said they set a work plan and a time line to proceed, and they've set some meeting dates which will be posted on the Lakeland website. Lea encouraged Board members to attend one of the Lakeland presentations in August and November. They are geared towards consumers and families to inform them of what to expect from Family Care.

Ken Stoffel said that although a Board meeting is usually not held in July, he suggested that we schedule a meeting on July 9 to talk about the ADRC and the changes that will take place to the Table of Organization for the future. He proposed that we have a workshop for the full County Board at its meeting on July 14 regarding creating an ADRC; present the ADRC process to P & F Committee on August 6; and present a resolution to the full County Board on August 18 for support of developing an ADRC. The Board agreed to this process.

### **AGENDA ITEM #7: BUDGET UPDATE**

Bill Topel said the state's budget is close to being finalized. He said the funding that was to be taken out for Income Maintenance has been returned to the budget. About 25% of the overall cuts in Child Welfare have been restored, and the daily rate for juvenile correctional facilities seems to be fixed. Bill said we don't expect to feel a big impact on the issue of paying 40% for children in juvenile and psychiatric institutes and for individuals above age 65.

Bill reminded Board members of the Public Hearings on June 24 from 6:00-7:00 p.m. at the Oshkosh Library and June 25 starting at 8:30 a.m. at our Neenah building.

**AGENDA ITEM #8: DIRECTOR'S REPORT**

Bill Topel said all of the eight positions requested in last year's budget have been filled with the exception of the Summit House nurse. He is asking for an extension for hiring that person.

Bill said Neil Blackburn is the new president of the WCHSA Executive Board. Bill reported on a Summit meeting that was held after the last Executive Board meeting. He attended the session on behavioral health for children.

**AGENDA ITEM #9: BOARD MEMBERS' REPORTS**

Donna Lohry reported on her attendance at a recent ADRC meeting where they heard about guidelines for an ADRC. It was a very productive meeting.

Harvey Rengstorf reported that Valley Transit II has a new transportation provider—Running, Inc. The company added 10 more vehicles because the requests have been greater than anticipated.

**PROGRAM: Birth-to-Three Program**

Mary Krueger said that Goodwill Industries is the contracted provider of the Birth-to-Three program, which is also known as the Early Intervention program. Beth Culp is the Human Services liaison for the program and Cindy Flauger is the director of the program. Cindy said the program is mandated to counties all across the state under the Individuals with Disabilities Education Act. The program has moved away from being center-based (in a clinical setting) to a natural environment for services with a family directed focus. They serve children who have a range of reasons for concern in their development, either because of a diagnosed condition where they are automatically eligible for the services, or because of a developmental delay that is significant enough to meet the eligibility criteria as defined by Wisconsin Statutes. Cindy said that throughout the state they have seen an increase in the number of children served, but a decrease in funding. She said the program receives state and county funding; a Goodwill match; and they bill insurance or medical assistance. Cindy said our referrals to the program have increased, but not every child referred is found eligible. Families are not mandated to accept services; therefore, not every family accepts services, even though their child is found eligible. Last year we served 171 children year-to-date; this year we are serving 159 so far. Cindy said the complexities of some families' needs are changing because they have other priorities. Sometimes they aren't as concerned about their child's development as the people that referred them. She said the team that works with the child consists of early childhood education staff, physical therapists, occupational therapists, and speech therapists.

Beth Culp said they partner with many community members and have a lot of referring sources to the program. A county staff person or someone from the Birth-to-Three program does the initial assessment of the child using specific screening tools to determine eligibility. If a child is found ineligible, we do follow-ups to see how the child is doing. Beth said if a child still has a diagnosed delay after age three, he would be eligible for an early childhood program through the school district. Cindy Flauger explained that there are diagnosed conditions that can cause developmental delays; for example, Downs Syndrome or hearing and vision impairments. She said most referrals to the program are for speech delays, but many times as they start working with those children they find there is some other underlining concern.

## **MEETING OF THE DEPARTMENT OF HUMAN SERVICES BOARD**

**Minutes for Thursday, June 11, 2009**

**Page 4**

Cindy said we have a cycle of review for the Birth-to-Three program from the state. It includes an annual self-assessment based on looking at indicator data from the child's records; interviews with families; and reporting to the state. Every fourth year there is an on-site review from the state. We received positive results from the most recent review. Beth Culp said we were given a 100% accuracy rate for several quarters in measuring the status of the timeliness of services, development of plans, and requirements to notify lead educational agencies through the DPI. Cindy said we have the potential to do program enhancements with stimulus dollars. Cindy noted that the county's funding obligation in 2004 was 32% of the budget; in 2007 it was 49%. She said there will be some American Recover & Reinvestment Act dollars available from the state that will be a bridge to help during budget constraints.

With no further business Mike Norton moved for adjournment at 4:45 p.m.; seconded by Ron Kuehl and carried unanimously. The next meeting of the Human Services Board will be **Thursday, July 9, 2009 at 3:30 p.m.**

Respectfully submitted by:

---

Donna Lohry, Human Services Board Secretary  
/dd