

**FAMILY SUPPORT PROGRAM
ADVISORY COMMITTEE**

Meeting Minutes

DATE: Tuesday, December 16, 2014

TIME: 12:00 p.m. – 1:30 p.m.

PLACE: Oshkosh Human Services Building
220 Washington Ave., Oshkosh
Conference Room #33

PRESENT: Beth Culp, Deb Fleming, Sharon Oberkrieser, Amy Stack, Marie Boleman, Beth Schendel, Lisa Smith, Dave Fazer, Kortney Dahm, Tracy Gehrke, Cindy Flauger, Rob Paterson, and Erin Hollister

STAFF PRESENT: Mary Wiatrowski and Dorothy De Grace, Human Services

Sharon Oberkrieser called the meeting to order at approximately 12:00 p.m.

1. **Approval of Agenda:** Tracy Gehrke moved for approval of the agenda as written; seconded by Amy Stack and carried.
2. **Approval of Minutes for the September 16, 2014 Meeting:** With no additions or corrections, Amy Stack moved for approval of the minutes of the September 16, 2014 meeting; seconded by Beth Culp and carried.
3. **Member Sharing:**

Deb Fleming is with the Menasha Joint School District. She said all of the 4K's are now in the elementary schools.

Sharon Oberkrieser represents the Down to Earth support group for parents of children with a disability.

Amy Stack is a parent of a kindergarten child with a disability.

Marie Boleman heads the children's services at the Oshkosh Public Library. They offer a "High Hopes Early Literacy" program that collaborates with parents to interact with their children to help develop reading skills.

Beth Schendel is the Principal of Early Learning with the Oshkosh Area School District. The program's main focus in the Early Childhood Learning and Development Program is family engagement.

Lisa Smith is the Associate Director and Program Manager for Child Care Resource & Referral, Inc.

Dave Frazer is the new Executive Director of Cerebral Palsy of Mideast Wisconsin.

Kortney Dahm is a Public Health nurse with the city of Menasha. She said they are currently seeing more influenza cases.

Mary Wiatrowski is the Supervisor of the Child Protective Services team at Human Services.

Tracy Gehrke is with the Winnebago County Public Health Department. She said they are currently seeing an increase in illness, particularly in the grade schools.

Cindy Flauger is the Director of Early Intervention Services.

Rob Paterson is a member of the Human Services Board.

Beth Culp is Program Supervisor of the Family Support Team at Human Services.

Erin Hollister is with the Northeast Wisconsin Children & Youth with Special Health Care Needs program (CYSHCN). She distributed a brochure explaining their services which include assuring that children and youth with special health care needs are identified early, receive high quality coordinated care, and that their families are supported.

4. Child Care Resource and Referral Presentation:

Lisa Smith said Child Care Resource & Referral (CCR & R) agencies are located in every state, since they were mandated in the 70's to provide CCR & R services. Wisconsin is part of the Supporting Families Together Association, which is an umbrella for some of the CCR & R agencies. Their main mission is to be sure that families have access to quality regulated child care. Their agency is located in Kimberly, and they provide free referral service for eight area counties. This year they have already done about 1,100 referrals, which are processed according to the age of the child, the hours needed, and the area or location. They only do referrals of licensed or certified child care programs that are in their database. They do not base their referrals on participation in the Young Star Child Care program which is under the Department of Children & Families; but if a provider is a Wisconsin Shares recipient, the provider must have Young Star qualifications. Lisa said they are becoming more of a family resource center model, where they are seeing families that need child care assistance, food share or other county assistance. They are seeing more requests for 2nd shift child care and are starting to get individuals certified and their names in the database for 2nd shift child care. It takes them at least 30 days to certify someone to do child care. They trained about 900 Oshkosh area child care providers last year, and they also do Young Star trainings. A certifier works with certain agencies for special needs child care. They educate parents about quality child care, and they give them a checklist and a full-page profile on each child care provider listed in their database so they can make an informed choice for child care. People can access the services of CCR & R in person or on-line. Lisa said last year they had 46 requests for evening child care out of 230; they had 40 other requests for overnight child care; and they had many more for weekend care, which isn't currently available through CCR & R. She said a person could care for three children under the age of seven without being regulated.

5. Family Support Program Updates:

- 2014 Statistics – Beth Culp said up to \$3,000 in Family Support funds can be used solely for a family or they can be matched to a federal waiver. We authorized close to \$55,000 in Family Support funds and close to \$73,000 matched to a federal waiver. Our actual anticipated utilization so far is approximately \$61,000. We used county levy dollars for some services to families; but we will switch the waiver funds to Family Support funds near the end of the year. We currently have 87 kids that are benefitting from Family Support funds. Beth said we continue with not having a waiting list for Family Support dollars.

6. Birth-to-Three Program Report:

- 2014 Stats – Cindy Flauger said they have 14 compliance indicators from the state that they must meet at 100% or be found to be in non-compliance. They were issued one finding of non-compliance in the last cycle of data from 7/1/13 to 6/30/14 for not referring a child from Birth-to-Three who was still potentially eligible for services of the Three-to-Five program at the school. A referral must be made within 90 days prior to the child's 3rd birthday. We must respond to the state with a reason for missing that timeline and explain what we have done to be sure it doesn't happen again moving forward. They received 358 referrals through December 1 compared to 334 last year at the end of the year. As of December 1 we were serving 120 children compared to last year when we were serving 101 children with an active individual family service plan (IFSP).

7. Funding Eligibility:

Beth distributed a list of criteria explaining who is eligible for Family Support funding. The criteria indicate that a child must have substantially compromised functional capacity across multiple major life domains which require long-term nursing, restorative, or substantial treatment supports or services. The three target groups are children with physical, developmental, or mental health disabilities. The level of care needed is determined by certain conditions in each target group and is based on federal Medicaid institutional admission criteria for hospitals, nursing facilities, psychiatric or developmental disabilities institutions.

8. Additional Items: There were none.

9. Future Agenda Items and Meeting Time/Place:

Committee members were asked to let Beth Culp know about their request for specific topics or speakers for future meetings. We will meet again in February.

10. Next Meeting: With no other business, the meeting was adjourned at approximately 1:15 p.m. The next meeting of the Family Support Advisory Committee has been scheduled for **Tuesday, February 10, 2015** from 12:00 p.m. to 1:30 p.m. in **Room 33** of the **Oshkosh Human Services Building**.