

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

**Minutes**

**DATE:** Thursday, June 21, 2012

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

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

**MEMBERS PRESENT:** Jerry Finch, Jim Koziczkowski, Ron Kuehl, Larry Lautenschlager, Donna Lohry, Mike Norton, Rob Paterson, Harold Singstock and Tom Widener

**STAFF PRESENT:**

Bill Topel, Ellen Shute, Tom Saari, Leo Podoski, 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: APPROVE MINUTES OF THE JUNE 4, 2012 HUMAN SERVICES BOARD MEETING:**

With no additions or corrections, Jerry Finch moved for approval of these minutes; seconded by Ron Kuehl and carried (9-0).

**AGENDA ITEM #3: ACCEPT MINUTES OF THE MAY 14, 2012 ADRC COMMITTEE MEETING:**

With no additions or corrections, Tom Widener moved for acceptance of these minutes; seconded by Donna Lohry and carried (9-0).

**AGENDA ITEM #4: REVIEW, DISCUSS AND RECOMMEND 2013 HUMAN SERVICES BUDGET TO COUNTY EXECUTIVE:**

Tom Widener moved to bring the Budget information to the floor for review, discussion and recommendation; seconded by Jerry Finch and carried (9-0).

Bill Topel said we base our budget off a tax levy amount from the county, and this year our targeted amount to work with was \$18 million. We've kept our expenditures down to that level, and at the same time we are recommending making some changes to our current organizational structure that would better meet the needs of our consumers and give us better budget and program outcomes. Even with the overall position count changing by +3, we are able to come in at the \$18 million and have a balanced budget.

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## ADMINISTRATIVE SERVICES DIVISION:

Ellen Shute explained that because we start the budget process early each year to prepare for our Public Hearings, we built into our Budget an estimate of the labor inflationary increase. The county has purchased new financial software, and at the end of July we will have the exact amounts to be incorporated into our 2013 Budget for labor overall. Ellen said the overall net increase to the table of organization for the Administrative Services Division is zero. The request in the budget to eliminate a full-time position and create two part-time positions would allow an opportunity for people to work half-time, and it broadens the number of people to provide coverage when someone is on vacation or leave of absence. Ellen distributed an agency vehicle inventory, and said we have included two additional vehicles in our 2013 Budget request. The increase in labor expense is primarily due to temporary and overtime help to convert documents to electronic records.

## BEHAVIORAL HEALTH DIVISION:

Tom Saari said the levy impact to Behavioral Health is an overall 2.6% increase or \$167,465. He is anticipating a 1% increase or less to the contracted agencies. He explained the proposed changes as listed on the table of organization summary which are designed to improve service access and ongoing availability. He is proposing the elimination of a half-time AODA counselor position, which was created in 2010 as part of a grant through the DA's office that is ending in December. Tom said if the DA's office continues the initiative, we would use our existing AODA staff for the assessments and case management of those referrals. In addition, Tom will be eliminating a one-half time Mental Health Tech position in Neenah. He is proposing to add an Advanced Practice Nurse Prescriber; an in-home Family Therapist; an in-home Team Case Manager; moving a ¾ time Mental Health Tech position to full-time; a half-time Therapist; a half-time Crisis Worker; a half-time Program Specialist at Toward Tomorrow and a Psychiatric LPN to the table of organization. With these changes, the staff count for Behavioral Health would change from 64 full-time employees to 69; the total number of part-time staff would remain at nine.

## CHILD WELFARE DIVISION:

Leo Podoski said the state will be decreasing our Youth Aids grant by approximately \$428,000 and our Community Intervention grant by \$23,500. Leo said our efforts to provide more community-based services have resulted in fewer kids being placed in correctional facilities. To compensate for the decrease in grant money, Leo decreased our budgeted placement costs for foster care, residential care centers, juvenile correctional institutions and secure juvenile detention facilities; he increased our anticipated costs for group homes, since those placement numbers have been higher this year. Leo said part of the initiative for the Behavioral Health Division to add another therapeutic intensive in-home team has been based on a community effort with Outagamie & Calumet County to deal with youth sexual predators. With Child Welfare and Behavioral Health working together, we've had a successful group treatment that is unique to this population, but our family teams need additional therapy time to work one-on-one with these youth and their parents. Leo said he is requesting a decrease of \$162,000 for the Youth Wrap Around program because the utilization of this program is significantly declining. We have built our internal programs and local resources to likely surpass what it offers. He is requesting an additional home consultant position to the table of organization. The person would work the pm shift doing family home visits and engaging parents in skill building and other change processes that are needed in order to keep more kids living in their home environment.

ECONOMIC SUPPORT DIVISION:

Ann Kriegel said she is not requesting any new positions to the table of organization for 2013. She said much of the W-2 costs are with our vendors—Fox Valley Workforce Development Board, Kaiser Group, Inc., and Lakeside Packaging Plus, Inc. The request for proposals to operate the W-2 program closed on June 8. We are waiting to see if the current contracts will be extended or if they will be awarded to someone else. Mike Norton asked for justification of the amounts of money that are given to the Living Healthy Community Clinic and the Fox Cities Community Health Center. It was decided that a meeting will be set for the two directors of the health clinics and the Board to discuss how the clinics could do more collaborating.

LONG TERM SUPPORT DIVISION:

Mary Krueger said our lease with Lakeland Care District will end on December 31, and therefore we have offset our revenue by \$416,405 and decreased our Family Care contribution by \$976,664 in the 2013 Budget. We increased the budget by \$122,171 for specialized transportation due to the Family Care transition leveling off. Mary said we included a request to increase a part-time staff person's hours due to increased referrals for children's long term support services.

Mary Krueger informed the Board that she received a letter from the village administrator of Winneconne alerting us that he is requesting \$12,000 for a Senior Center which will be incorporated into a new housing unit in Winneconne for people aged 55 and over. The Senior Center would be open to the public. Bill Topel suggested that the Board study the facility after it is built to look at what it offers and see if it is a good community resource.

Mary Krueger informed the Board that the Community Foundation is planning a community plunge that will focus on specialized and public transportation. Mary also said the meal program offered through Advocap to various meal sites is looking at making some changes, such as offering a brunch once a month.

Harold Singstock recommended that the Board pass the proposed 2013 Budget as it is with no changes. With no further action, Ron Kuehl moved to adopt the 2013 Budget as presented and move it to the County Executive; seconded by Tom Widener and carried unanimously (8-0). (Finch not present).

With no further business, Mike Norton moved to adjourn the meeting at 12:30 p.m.; seconded by Larry Lautenschlager and carried unanimously. The next meeting of the Human Services Board will be Monday, August 6, 2012 at 3:00 p.m. at the Neenah Human Services Building in Room 008.

Respectfully submitted by:

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Donna Lohry, Human Services Board Secretary

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