

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

**Minutes**

**DATE:** Monday, November 5, 2012

**TIME:** 3:00 p.m.

**PLACE:** Neenah Human Services Building, Rm. 008

**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, Mary Krueger, Ann Kriegel, Beth Culp and Dorothy De Grace

**OTHERS PRESENT:** Cindy Flauger, Birth-to-Three Program

Jim Koziczkowski called the meeting to order at 3:00 p.m.

**AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS**

There were no comments on agenda items.

**AGENDA ITEM #2: APPROVE MINUTES OF THE OCTOBER 1, 2012 HUMAN SERVICES BOARD MEETING**

Jerry Finch moved for approval of these minutes; seconded by Larry Lautenschlager and carried.

**AGENDA ITEM #3: ACCEPT MINUTES OF THE AUGUST 28, 2012 ADRC PUBLIC MEETINGS; THE SEPTEMBER 10, 2012 ADRC COMMITTEE MEETING; AND THE SEPTEMBER 11, 2012 FAMILY SUPPORT PROGRAM ADVISORY COMMITTEE MEETING**

Tom Widener moved for acceptance of these minutes; seconded by Donna Lohry and carried.

**AGENDA ITEM #4: BIRTH-TO-THREE PROGRAM**

Beth Culp, supervisor of the Long Term Support Division explained that the Birth-to-Three program is initiated through the federal government at the Office of Special Education Programming (OSEP). She said Winnebago County has been recognized as providing services in an evidence-based practice as requested by the state. Each family in the Birth-to-Three program is assigned a primary person, such as a speech therapist who provides services in the home. The primary provider works in consultation with other specialists. The family is also given access to additional services as needed, such as physical therapy and occupational therapy. A service coordinator is also assigned to the family, and an individual family service plan (IFSP) is developed. Most referrals to the program are made by the family's doctor who has done a screening. In addition, our Child Welfare Division is mandated by the state to refer children to the program who have been abused.

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Cindy Flauger said that Early Intervention Services has been providing the Birth-to-Three program in partnership with Winnebago County for over 20 years. Cindy shared a story of a family that has been recognized as outstanding achievers in the program. She said the Birth-to-Three program participates in public awareness outreach by giving presentations and offering early identification screening. She said there has been a steady increase in referrals to the program, with 344 active at the end of October. The state sets forth the following criteria for eligibility to receive services of the program: a child must have a 25% or greater delay in any one area of development which must be determined by at least two professionals; or a child must have a diagnosed condition with a high probability of resulting in a developmental delay. Families may have a cost share based on their income, but in certain circumstances the cost share could be waived. Cindy said that every four years the state does an onsite review of the program to determine if we met the 14 indicators as set forth by the state; and every year the Birth-to-Three staff does a self assessment of the program and gives a report to the state. If we're not meeting the indicators, the state provides assistance through resources to meet each indicator at certain levels. Cindy said our last determination letter indicated that we met all indicators and requirements.

**AGENDA ITEM #5: FINANCIAL REPORT**

Ellen Shute referred to the Inpatient and Institutional Utilization chart which shows that in the Child Welfare Division—Juvenile Corrections the average daily population (ADP) year-to-date is 2.4 which compares to 2.5 at the end of last year. The ADP for Residential Care Centers is 6.8 which is higher than last year at the same time. We have seen a downward trend the last few months, and the numbers have stabilized in August and September. The ADP for Specialty Hospitals for adults in the Behavioral Health and Long Term Support Divisions is 3.9—this figure continues to be below the ADP of recent years. The 1.1 ADP for Specialty Hospitals for individuals under age 22 doesn't have a large impact on the budget because most are covered under Medical Assistance. The ADP of 7.4 for Secure Detention is slightly higher than last year, but well below our budgeted number. Foster Care's ADP of 106.6 is below the 113.5 for last year at this time.

The 2012 Financial Projection Report indicates we currently project an unexpended tax levy of \$936,945 of which Labor surplus is \$708,593. Ellen said the deficit of \$237,922 in Long Term Support is mostly due to unanticipated funding of specialized transportation at the pre-Family Care level. Bill Topel said the surplus of \$625,080 in the Financial Projection Report is due to a loss of state Youth Aids revenue of \$393,016 which was offset by lower numbers of placements or service expenses. He said his understanding is that the state intends to go back to funding counties an amount nearly the same as it did in past years.

**AGENDA ITEM #6: DIRECTOR'S REPORT**

Bill Topel said that at the last Wisconsin County Human Services Association (WCHSA) meeting it was discussed that WCHSA is planning contract negotiations with the Department of Children & Families (DCF) to try and get a contract that is more mutually agreed upon between the state and counties. Bill said he feels counties should support the negotiating process because WCHSA is the voice for all counties; each county should not be negotiating separately with the state.

**AGENDA ITEM #7: BOARD MEMBER REPORTS**

There were no reports.

With no further business Jerry Finch moved for adjournment; seconded by Ron Kuehl and carried at 4:30 p.m. The next meeting of the Human Services Board will be **Monday, January 7, 2013 at 3:00 p.m.** at the Oshkosh Human Services Building.

Respectfully submitted by Donna Lohry, Board Secretary/dd