

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

Minutes

DATE: Monday, February 3, 2014

TIME: 3:00 p.m.

PLACE: Oshkosh Human Services Building, Rm. 33

MEMBERS PRESENT: Jim Koziczkowski, Ron Kuehl, Larry Lautenschlager, Donna Lohry, Mike Norton, Rob Paterson, and Harold Singstock

MEMBERS EXCUSED: Jerry Finch and Tom Widener

STAFF PRESENT: Bill Topel, Ellen Shute, Mary Krueger, Ann Kriegel, Leo Podoski and Dorothy De Grace

OTHERS PRESENT: Angie McCarthy, Day by Day Warming Shelter

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

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM #2: APPROVE MINUTES OF THE DECEMBER 2, 2013 HUMAN SERVICES BOARD MEETING

Ron Kuehl moved for approval of these minutes; seconded by Larry Lautenschlager and carried.

AGENDA ITEM #3: ACCEPT MINUTES OF THE NOVEMBER 11, 2013 AND DECEMBER 9, 2013 ADRC COMMITTEE MEETINGS

Rob Paterson moved for acceptance of these minutes; seconded by Ron Kuehl and carried.

AGENDA ITEM #4: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Ellen Shute said the average daily population (ADP) of .1 for Child Welfare Division Juvenile Corrections through December 2013 is well below the budgeted number. The ADP for Residential Care Centers (RCC) is 10.1, which is higher than the 6.7 ADP for last year. Leo Podoski explained that some kids end up in group homes or treatment foster homes, but those with behavior or emotional issues are generally placed in RCC's when they require a higher level of care. Leo said they have been using a new measurement tool, CANS (child's assets & needs assessment) in determining the child's level of care. The state coordinates the CANS assessment to the child's service plan. The ADP for Specialty Hospitals for adults is 4.5, which is nearly the same as in 2012; Specialty Hospitals for youth under 22 years of age has an ADP of 1.9, which is similar to 2012. The 7.5 ADP for Secure Detention is similar to last year's number; and the 94.7 ADP for Foster Care is well below the budgeted number.

MEETING OF THE DEPARTMENT OF HUMAN SERVICES BOARD

Minutes for Monday, February 3, 2014

Page 2

AGENDA ITEM #5: FINANCIAL REPORT

Ellen Shute presented the preliminary end-of-year financial report for 2013. Currently we have an unexpended tax levy of \$696,413 of which \$429,469 is for labor. Bill Topel said we received federal revenue because of the health care exchange and we used it to pay for the hours of two part-time employees; therefore, we didn't need to spend tax levy for those positions. Ellen said we still have some Long Term Support Risk Reserve grant funding in the amount of \$159,950 which is still intact.

AGENDA ITEM #6: DIRECTOR'S REPORT

Bill Topel said the next WCHSA meeting is scheduled for Friday, April 11—a change from the original date of April 18, which is Good Friday. The spring WCHSA Conference will be held May 13-15 at the Osthoff Lodge in Elkhart Lake, Wisconsin.

Bill said that after the bus stop had been removed from in front of our building, he talked with Chris Strong of Go Transit and was told it would be reinstated in order to accommodate our many clients.

AGENDA ITEM #7: BOARD MEMBER REPORTS

Rob Paterson reported that he attended the Transportation Summit in December where two consultants presented the results of a transportation study. He also attended a meeting regarding rural transportation needs.

Donna Lohry also attended the Transportation Summit and the meeting regarding rural transportation needs. She said she was disappointed that more public transportation users weren't contacted for input on transportation needs. She said Nick Musson did a good job of following up by talking to individuals in the rural area.

Mike Norton said he attended the Transportation Summit and also felt the consultants should have contacted more users of transportation. The Transportation Advisory Board will continue to look at suggestions for solutions to rural transportation needs.

PROGRAM: DAY BY DAY WARMING SHELTER – Angie McCarthy

Angie is the executive director of the Day by Day Warming Shelter located on High Avenue in Oshkosh at the St. Peter's former school cafeteria. The shelter opened its doors in the fall of 2011 as an emergency warming shelter from mid-October to mid-April for a high risk population. Their capacity was 20 individuals for their first season, which was met within three weeks of being open. Angie said she had contacted the city in the fall of 2012 to see if they could increase the number of beds in the facility, and they were given permission for five overflow beds. They have already turned away six people this season and have been open 24 hours on four separate occasions because of the extremely cold weather. Since it would cost too much to remodel the facility to be more accommodating, Angie said she would like to eventually find a larger permanent home for the shelter.

MEETING OF THE DEPARTMENT OF HUMAN SERVICES BOARD

Minutes for Monday, February 3, 2014

Page 3

Angie said they currently have a budget of about \$175,000. She said that besides herself, they have nine part-time employees, including a director of finance, support grant writer, media communications specialist, front line staff and eight student interns. Angie said transportation is becoming a huge issue in transporting their guests to other shelters if needed. They had 127 different guests during their second season of operation, compared to 103 in their first season. So far this season they've served 100 guests and will probably end up serving between 125-150 guests. They are open from 6:00 p.m.–8:00 a.m. Their goal is not to create dependency on them, but to help raise their guests' self-sufficiency.

Angie said they've added resources such as medical staff volunteers that come in weekly to do medical triage; they have started AA meetings on site; spirituality groups; hair cuts; training in literacy and English-speaking skills; and computer skills for job search. They have a partnership with the Human Service Crisis Team, the Police and Sheriff's Departments and others. It is a collaborative effort with everyone working together. Angie said they do an intensive intake and background check when a guest arrives. They don't discriminate, and they treat all of their guests with respect and dignity regardless of their circumstance or situation.

Angie thanked the Human Services Board for including \$5,000 in their budget for the warming shelter.

With no further business Donna Lohry moved for adjournment at 4:35 p.m.; seconded by Mike Norton and carried. The next meeting of the Human Services Board will be held on **Monday, March 3, 2014 at 3:00 p.m.** in the Neenah Human Services Building, Room 008.

Respectfully submitted by Donna Lohry, Board Secretary/dd