

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

Minutes

DATE: Wednesday, January 4, 2023

TIME: 3:00 p.m.

PLACE: Oshkosh Human Services Building Room 33

MEMBERS PRESENT: Jeffrey Beem, Ralph Harrison, Larry Lautenschlager, Rebecca Nichols, Karen Powers, Harold Singstock, Rachel Youngquist

MEMBERS EXCUSED: Chris Kniep

STAFF PRESENT: Bill Topel, Renee Soroko, Annette Beattie, Heather Foust, Ann Kriegel, Beth Roberts, Janet Rohloff, Tammy Steier (Zoom) and Pam Bartelt

Chairman Larry Lautenschlager called the meeting to order at 3:00 p.m.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments.

PROGRAM #2: UPDATE ON EMERGENCY WARMING SHELTER

Deputy Director Renee Soroko provided an update on Emergency Warming Shelter. The Day by Day Warming Shelter closed due to staffing issues and safety concerns. They plan to reopen January 9th.

Due to severe weather conditions, Executive Doemel issued an emergency order for the county emergency shelter operations in the same location Day by Day Shelter was operating. Human Services Executive Team prepared to begin operations on December 21st, 2022 after notification on December 20, 2022. Human Services staff, as well as other county employees, covered shifts from December 21, 2022 through Monday, January 9, 2023. Oshkosh Police Department aided with law enforcement officers present overnight to ensure staff and guest safety.

AGENDA ITEM #3: APPROVE MINUTES OF THE DECEMBER 5, 2022 HUMAN SERVICES BOARD MEETING

Jeff Beem moved for approval of these minutes; seconded by Ralph Harrison and carried unanimously.
(7-0)

AGENDA ITEM #4: ACCEPT MINUTES OF THE DECEMBER 12, 2022 ADRC COMMITTEE AND NOVEMBER 8, 2022 ADVISORY COMMITTEE FOR CHILDREN'S VOLUNTARY SERVICES MEETINGS

Harold Singstock moved for acceptance of these minutes; seconded by Ralph Harrison and carried unanimously. (7-0)

AGENDA ITEM #5: CONSIDER & ACT ON RESOLUTION FOR PAY DIFFERENTIAL FOR THE CRISIS CENTER / SHELTER CARE

Becky Nichols made a motion to bring the resolution to the floor for discussion; seconded by Ralph Harrison.

Director Bill Topel explained that Human Services has two separate facilities that operate 24/7: *Winnebago County Crisis Center* and *Shelter Care*. Staff are being hired on for 2nd and 3rd shift, however, as soon as a position is available on 1st shift, many staff transfer over to those positions. In reviewing retention efforts in other Winnebago County 24/7 facilities and regional counties, it is found offering differential incentive pay is one strategy to keep 2nd and 3rd shifts staffed with less turnover. For weekdays on 2nd shift, staff would receive their base pay plus \$1/hour with 3rd shift staff receiving base pay plus \$2/hour. Weekend shifts would receive a pay differential of their base pay plus \$1/hour on 1st shift; base pay plus \$2/hour on 2nd shift and base pay plus \$3/hour for 3rd shift. Facility staff working on a county paid holiday will be paid 'time and a half' for hours worked and be paid for any unused floating holidays at year end. Pay differential is also being requested for up to three supervisors to receive 'on-call' pay for being available after hours and should they need to respond after hours.

An amendment was made to line 31 changing "*... as for four Child Protective Services Investigation Supervisors as set forth below*" to now state "*...as for three Supervisors as set forth below...*"

Chairman Larry Lautenschlager called for a vote for the motion on the floor. The resolution was approved unanimously 7-0.

AGENDA ITEM #6: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Human Services Director Bill Topel reviewed placement statistics: Child Welfare (CW) Division – Juvenile Corrections remains at 1.0 Actual Daily Populations (ADP). Residential Care Centers are at 2.3 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 3.2 ADP with the youth being at 0.3 ADP. Secure Detention is at 2.4 ADP. Foster Care is at 52.1 ADP.

AGENDA ITEM # 7: FINANCIAL REPORT

Janet Rohloff, Administrative Division Manager, reported that the year-end surplus is projected to be \$4 million. November expenses were as budgeted. The Emergency Warming Shelter expenses are being tracked in Human Services and will be split between 2022 and 2023. WICMR revenue, which is our cost reporting for Medicaid, exceeded budgeted amounts. Crisis reimbursement has not yet been received. Excess revenue is estimated at approximately \$400,000. An unbudgeted Income Maintenance revenue of

\$224,281 was received as part of a 2021 year-end true-up. The monthly cost for juvenile corrections for the one placement is approximately \$35,000 per month.

AGENDA ITEM #8: DEPUTY DIRECTOR REPORT

Renee Soroko's Deputy Director report was covered in the Emergency Warming Shelter Update.

AGENDA ITEM #9: DIRECTOR REPORT

Bill Topel thanked Renee Soroko for taking the lead in the Emergency Warming Shelter operations along with all those who assisted, directly and indirectly. Our staff 'stepped up' to fill the needed positions. We are lucky to have such dedicated staff willing to help at a moment's notice. The Emergency Management team will review the process to identify what worked well and what could have been handled differently later this month.

Bill is the president of the Wisconsin County Human Services Association (WCHSA) and shared that there will be three opportunities this spring for board members to be involved with the biennial budget. April 12, 2023 is the Human Services Day at the Capitol. If there are enough interested members, a van can be used to take the group. January 25, 2023 is County Ambassador Program (CAP) Day which is a much broader event where the address all county concerns, not specific to Human Services. Bill is looking into what extent this would be beneficial for a group to attend. February 28 - March 1, 2023 is the Legislative Exchange which is again an all-county all department event. Bill will be attending as the president of WCHSA. More to come on these events.

WCHSA Eastern Region Board Member Group will again be starting up later this year. This is a group for Human Services Board Members of surrounding counties to meet to share topics of interest. Updates are shared by participating counties. A presentation is arranged by Bill for relevant county issues of interest. This is a great opportunity to meet counterparts from surrounding counties. This is a quarterly meeting that takes place at Fox Valley Technical College from 10:00 a.m. – 12:00 noon.

AGENDA ITEM #10: BOARD MEMBER REPORTS

Jeff Beem thanked Beth Roberts and her team for going above and beyond in assisting Jeff recently.

Karen Powers enjoyed the Holiday Gathering. She shared her appreciation of all Human Services staff as they've provided services in the community and stepped up to help out with the Emergency Shelter.

Chairman Larry Lautenschlager commented on the interesting and educational opportunity provided at the Human Services Day at the Capitol.

With no further business Karen Powers moved for adjournment; seconded by Ralph Harrison and carried at 4:25 p.m. The next meeting will be held on **Monday, February 6, 2023 at 3:00 p.m. in the Neenah Human Services Building in Room 008.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb