

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

**Minutes**

**DATE:** Monday, September 13, 2010

**TIME:** 3:30 p.m.

**PLACE:** Orrin King Building, Human Resources Conference Room

**MEMBERS PRESENT:** Jerry Finch, Jim Koziczkowski, Ron Kuehl, Donna Lohry, Mike Norton, Rob Paterson, Harvey Rengstorf, and Tom Widener

**MEMBERS EXCUSED:** Jef Hall

**STAFF PRESENT:** Bill Topel, Tom Saari, Ellen Shute, Ann Kriegel, Mary Krueger, Jim Travis, Melissa Hoodie and Dorothy De Grace

**OTHERS PRESENT:** Margaret Winn, Lakeside Packaging Plus; Guy Hegg, County Board Supervisor

Jim Koziczkowski called the meeting to order at 3:30 p.m. Introductions were made.

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

Guy Hegg explained that he recently received calls from a couple of constituents regarding the transition from the County's COP program to the Family Care program. They had concerns about what services are or are not being offered in the IRIS program. Mr. Hegg said there is concern whether we are doing something good for the people in the program, or if it's potentially just beneficial for the county budgets.

**AGENDA ITEM #2: APPROVE MINUTES OF THE AUGUST 2, 2010 HUMAN SERVICES BOARD MEETING**

Mike Norton moved for approval of these minutes; seconded by Jerry Fink and carried (8-0).

**AGENDA ITEM #3: 2010 FINANCIAL REPORT**

Ellen Shute referred to the financial report showing January through July actual expenses and revenues. We project an unexpended tax levy of \$883,493. Ellen said that amount includes an estimated labor increase for 2010, since the employee labor contract is still outstanding. We do not plan on using the COP Risk Reserve this year.

Ellen referred to the graph showing inpatient and institutional placements. The average daily population (ADP) for juvenile corrections is .6, which is part of an ongoing downward trend. Residential care centers have decreased to 5.5 ADP. The ADP for adults in specialty hospitals is slightly up to 7.1 from 6.2 last month; whereas the ADP for children in specialty hospitals has decreased to .2 from .5 last month. Bill Topel said starting in January we pay 40% of the Medicaid cost per day per child for inpatient or institutional placement at Winnebago Mental Health Institute. We continue to try to divert the kids into a safe placement of care in the community. Bill noted that since the numbers of placements for kids and adults at mental health institutes are down, the state has initiated a rate increase to counties to make up for its cost.

**MEETING OF THE DEPARTMENT OF HUMAN SERVICES BOARD**  
**Minutes for Monday, September 13, 2010**  
**Page 2**

**AGENDA ITEM #4: BUDGET UPDATE**

Bill Topel said our department's 2011 Budget was accepted by the County Executive with a zero per cent tax levy increase. The budget includes a request for an Economic Support Specialist position and money to help fund another attorney for the Corporation Counsel's office for processing Termination of Parental Rights for our department. Bill said if the County Executive doesn't get changes from the Legislature regarding tax controls, we will probably look for a 2% decrease in county tax levy for our budget for 2012. He said the budget hearings with the County Executive will be at the end of October.

**AGENDA ITEM #5: FAMILY CARE/ADRC UPDATE**

Mary Krueger explained the history of the startup of Family Care in Winnebago County. She said we have a contract with Lakeland Family Care District to provide services to adults with developmental or physical disabilities and to the elderly. Those individuals also have a choice of choosing the IRIS self-directed approach to services. Mary said each of our case managers discussed the choice with their clients, with 85% of them choosing Family Care and 15% choosing the IRIS approach. Under the Family Care model an individual would work with an interdisciplinary team—a case manager and a nurse—doing an assessment and putting together a plan for services. Most individuals continued with the same services they were receiving prior to Family Care. Lakeland Family Care District authorized many services for a three-month period ending in September. Many of the plans are now being refined moving forward. Individuals who chose the IRIS plan had their functional screen updated, which includes the budgeted amount for services. The person meets with a consultant to work out the individual service plan to stay within the budget. In some cases an allocation adjustment is requested and given. Mary said the state is currently reviewing the IRIS budgeted amounts. The Family Care capitated amounts are reviewed by the state every year for each individual who is receiving services. Mary said 548 phone calls were received at the ADRC desk during the month of August. Of that number, 42% were for people under age 60, and 58% were for people over age 60. Over 30% of the calls are from relatives; 30% from non-related individuals, and 30% are calls on behalf of themselves. Bill Topel said the state pays each Family Care District or IRIS program every month. No money is exchanged between the County and the District. All counties in the state must move to Family Care by the year 2013.

**AGENDA ITEM 6: RECOMMEND A PROCLAMATION RECOGNIZING WISCONSIN DISABILITY EMPLOYMENT AWARENESS MONTH**

Mary Krueger asked the Board's approval to recommend to the County Executive a proclamation recognizing Wisconsin Disability Employment Awareness month, as suggested by the Employment Coalition of Northeast Wisconsin. The idea is to create awareness that people with disabilities are part of an underemployed workforce; although they have the ability to work. Mike Norton moved to send the proclamation to the County Executive for the County Board's approval as presented; seconded by Ron Kuehl and carried (8-0).

**AGENDA ITEM #7: DIRECTOR'S REPORT**

Bill Topel informed the Board that our Department will host the Wisconsin Council on Mental Health on September 14. The group will hear presentations by our Behavioral Health staff on our hospital diversion mental health programs, and then proceed for a tour of the Summit House facility and the Fox Valley Children's Mental Health Center.

Bill Topel said our staff will also make a presentation at the Wisconsin Counties Association Conference regarding our innovative programming for mental health.

**AGENDA ITEM #8: BOARD MEMBERS' REPORTS**

Rob Paterson reported on his attendance at the WCHSA meeting in Green Bay.

Donna Lohry reported that she attended the WCHSA regional meeting in Stevens Point.

Harvey Rengstorf said there will be two more graduates of the Drug Court program, for a total of 32 graduates so far.

**PROGRAM: COMPREHENSIVE COMMUNITY SERVICES (CCS) PROGRAM**

Tom Saari introduced Melissa Hoodie, the supervisor of the Comprehensive Community Services (CCS) in Oshkosh and Jim Travis, the supervisor of the same program in Neenah. Melissa said our agency has been certified for the CCS program so we can receive federal Medical Assistance revenue. She said our program is voluntary to individuals aged 18 and over that have psychiatric disorders; severe emotional disorders; and/or AODA issues. The persons who participate in the program learn coping skills for their disability under the guidance of a case manager. There are three case managers in Neenah and six in Oshkosh that operate the program with a team approach. The team meets daily to discuss crisis situations and ways to assist the consumers in getting their needs met. Melissa said we have a CCS committee which is comprised of 60% consumers. Every year the committee sends out a Recovery Oriented Service Assessment (ROSA) survey to its consumers. Jim Travis referred to a breakdown of the survey results from April 2010. He said 40% of the surveys were returned, and those consumers self-identified what they believe they are getting out of services. The survey results show that our consumers are generally quite satisfied with their services. Jim said the survey helped staff to identify any problems in our service program. He said staff has also identified that the survey asks several questions negatively, which can be confusing to consumers. Last year the CCS committee identified a quality improvement project from the survey results, which would include incorporating a peer specialist into CCS. They also plan to start interacting with staff of the Outagamie County CCS committee to find out what works for them.

With no further business Jerry Fink moved for adjournment; seconded by Mike Norton and carried unanimously at 5:15 p.m. The next meeting of the Human Services Board will be **Monday, October 4, 2010 at 3:30 p.m. at the Neenah Human Services Building located at 211 N. Commercial Street, Neenah.**

Respectfully submitted by Donna Lohry, Board Secretary

/dd