

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

**Minutes**

**DATE:** Thursday, January 14, 2010

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

**PLACE:** Orin King Building—Human Resources Conference Room

**MEMBERS PRESENT:** Don Griesbach, Jim Koziczowski, Ron Kuehl, Mike Norton, Rob Paterson, Harvey Rengstorf, and Tom Widener

**MEMBERS EXCUSED:** Jef Hall and Donna Lohry

**STAFF PRESENT:** Bill Topel, Ken Stoffel, Ellen Shute, Ann Kriegel, Renee Soroko and Dorothy De Grace

**OTHERS PRESENT:** Margaret Winn – Lakeside Packaging Plus, Inc.

Jim Koziczowski called the meeting to order at 3:30 p.m.

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

There were no comments.

**AGENDA ITEM #2: APPROVE MINUTES OF THE DECEMBER 10, 2009 HUMAN SERVICES BOARD MEETING**

Ron Kuehl moved for approval of the minutes; seconded by Harvey Rengstorf and carried (7-0).

**AGENDA ITEM #3: ACCEPT MINUTES OF THE NOVEMBER 25, 2009 COMMISSION ON AGING MEETING**

Don Griesbach moved for acceptance of the minutes; seconded by Tom Widener and carried.

**AGENDA ITEM #4: 2009 FINANCIAL REPORT**

Ellen Shute said the 2009 Financial Report shows an unexpended tax levy of \$563,000. Child Welfare and Economic Support continue to have deficits. The surplus of \$495,836 in Long Term Support is due to increased revenues and a final Clarity Care payment. The surplus has allowed us to take people off the wait list for waiver services and transition them to Family Care in July. The surplus of \$436,209 in Behavioral Health is due in part to reduced admissions to specialty and general hospitals because of diversions to our new crisis center at Summit House.

Ellen said we estimate the average daily population of youth in juvenile corrections for December to decrease to 2.0 from 3.8 in November; for juvenile corrections the estimate is expected to stay the same at 7.2; and the average daily population in specialty hospitals is expected to decrease from 6.6 to 6.0.

**AGENDA ITEM #5: REORGANIZATION UPDATE**

Bill said we are in the process of reorganizing Behavioral Health this year. Three non-represented supervisory positions have been submitted to the County Executive for re-evaluation and then they are slotted into a salary grade. Bill pointed out that since supervisory positions in our agency no longer include a pay step increase, applicants will look to other counties for jobs that include step increases. Supervisors would like to earn more than the people they supervise and want to be treated fairly. Bill said there are also concerns that our cost of living increase won't be equal to what other counties are getting. Bill referred to a document that he prepared which shows the 2010 anticipated step and cost of living percentage increases for employees in the northeast regional counties, including Winnebago. Jim Koziczowski said we would put this topic on next month's agenda as an action item.

**AGENDA ITEM #6: POSITION TITLE CHANGE IN BEHAVIORAL HEALTH DIVISION FROM PSYCHIATRIC NURSE TO CASE MANAGER**

Bill Topel explained that we are proposing to change the title of a psychiatric nurse position to a team case manager. The person in the past had been doing mostly case management duties. The nursing responsibilities of the position will be divided between the other psychiatric nurses. The change will have no financial impact as the positions are in the same salary range. Tom Widener moved to approve the title change of a psychiatric nurse position to a case manager; seconded by Ron Kuehl and carried (7-0).

**AGENDA ITEM #7: NEW POSITION REQUEST FOR A 50% SUBSTANCE ABUSE COUNSELOR**

Bill Topel said a grant was recently awarded to the District Attorney for \$80,000 per year for three years for a Safe Streets Misdemeanor Drug Diversion Program. Our department's role would be to have adequate staff time for a substance abuse counselor to assess, treat, and case manage the program participants. Bill asked the Board's approval to hire a half-time AODA counselor based on the acceptance of the grant. Bill said our costs would be covered from charges for assessments; the \$80,000 would help cover the cost of ongoing care for participants. Don Griesbach moved for approval of a new half-time substance abuse counselor based on approval of acceptance of the grant by the County Board; seconded by Tom Widener and carried (7-0).

**AGENDA ITEM #8: DIRECTOR'S REPORT**

Bill Topel referred Board members to the tentative meeting schedule for the remainder of the year. The May 13 meeting will be changed to May 6 due to the WCHSA Spring Conference being held on May 6. Bill asked for suggestions on program topics for the meetings.

**AGENDA ITEM #9: BOARD MEMBERS' REPORTS**

Mike Norton said that after hearing several suggestions in recent weeks to change the bus route (between Neenah and Oshkosh), he said he will bring a draft of a resolution to the next Board meeting recommending that the Transit System change the bus route.

Harvey Rengstorf reported that there would be another Safe Streets graduation this month for three more participants to the program.

**PROGRAM: CHILD FOSTER CARE LICENSING**

Renee Soroko explained that the state has begun a graduated implementation for levels of care to the Kinship and Foster Care programs. She said that currently foster homes get licensed for a specific kind of care. Under new guidelines, foster homes will continue to be licensed and they will also need to be certified for different levels of care. Renee explained that the foster homes must follow this new ruling in order to receive funding. She said the state can receive federal funding for having licensed foster parents. The state is strongly encouraging that kinship homes be licensed as a level one foster home—which has fewer requirements than levels 2-5. If new kinship homes choose not to be licensed, they won't receive any funding from the county for having a relative child under their care. If existing homes refuse licensure but continue to meet kinship eligibility, kinship funding can continue. If a home is found ineligible for licensure, a court can order that a child remain with the relative and kinship funding will continue. Renee explained that the state has given Human Service agencies permission to grant exceptions to the requirements for a relative caregiver as long as there isn't a safety issue. She pointed out that the new state guidelines to start the licensing process for relative caregivers will increase the workload for employees.

With no further business Mike Norton moved for adjournment; seconded by Rob Paterson and carried unanimously at 5:00 p.m. The next meeting of the Human Services Board will be **Thursday, February 11, 2010 at 3:30 p.m.**

Respectfully submitted by:

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Donna Lohry, Human Services Board Secretary  
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