

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

Minutes

DATE: Monday, January 7, 2019

TIME: 3:00 p.m.

PLACE: Oshkosh Human Services, Room 33

MEMBERS PRESENT: Jim Koziczowski, Donna Lohry, Mike Norton, Larry Lautenschlager, Harold Singstock, Judy Wright, Karen Powers

MEMBERS EXCUSED: Jerry Finch,

STAFF PRESENT: Bill Topel, Mary Fredrickson, Beth Culp, Annette Beattie, Renee Soroko, Paula Way, Mike Breuer and Pam Bartelt

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

The program was moved to follow item #3 on the agenda.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM #2: APPROVE MINUTES OF THE DECEMBER 3, 2018 HUMAN SERVICES BOARD MEETING

Donna Lohry moved for approval of these minutes; seconded by Judy Wright and carried unanimously. (6-0)

AGENDA ITEM #3: ACCEPT MINUTES OF THE DECEMBER 10, 2018 ADRC COMMITTEE MEETING

Donna Lohry moved for acceptance of these minutes; seconded by Larry Lautenschlager and carried unanimously. (6-0)

PROGRAM: LUNA Consumer Database

Bill Topel introduced Mike Breuer, Development Supervisor, Information Services; and Paula Way, Data Systems Coordinator for Human Services. The Clinical Manager (TCM) was the previous third party software that we were using prior to the change to Luna which our Information Services employees with Human Services staff input started to develop in 2012. TCM was used with a consortium involving several counties with one programmer serving all the counties with varying needs,

where the cost of the enhancements was shared between the counties. TCM planned to get their software certified with our portion being substantial. Luna was created to be certified and was made to be specific to our department needs making a more efficient user experience. In 2015, Behavioral Health (BH) Division and some of the billing for that division, went live. Long Term Support (LTS) Division, tracking of the restitution program, and tracking of employee trainings and policies went live November 1, 2018. Certification of Luna allowed us to meet the qualification for extra funding. There is a final step in updating the certification planned to be completed in 2019. Other areas of functionality will be added as we move forward in regards to meeting the state requirements for reporting, tracking, billing, etc.

Karen Powers arrived at 3:30 p.m.

AGENDA ITEM #4: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Bill Topel shared that this has been a great year. The placement statistics showed that Child Welfare (CW) Division – Juvenile Corrections remains at 0.0 Actual Daily Populations (ADP). Residential Care Centers are at 0.0 ADP. BH Specialty Hospitals for adults is at 2.5 ADP with the youth being at 0.6 ADP. Secure Detention is at 3.0 ADP. Foster Care is at 90.4 ADP.

AGENDA ITEM # 5: FINANCIAL REPORT

Mary Fredrickson mentioned that we have a \$130,000 increase in our balance from last month primarily due to a payment received from Comprehensive Community Services (CCS) of \$110,000 for work done in 2017. We received an unbudgeted revenue of \$800,000 through November 2018.

AGENDA ITEM #6: DIRECTOR'S REPORT

Wednesday, January 16, 2019, County Ambassadors Program (CAP) Day at the Capital is taking place and Bill will be taking a van down to Madison. Andrea Palm was appointed as new Secretary for Department of Health Services. A new Department of Children and Families Secretary was appointed and announced, Emily Amenson. WCHSA Eastern Region Board Member Group meeting will take place Friday, January 18, 2019 at 10:00 a.m. at FVTC of Appleton. Human Services Day at the Capital will be Tuesday, April 2, 2019.

AGENDA ITEM #7: BOARD MEMBER REPORTS

Mike Norton mentioned that a new Head of Correction has been appointed.

WCHSA Spring Conference will take place May1-3, 2019 and will be held at Osthoff Resort in Elkhart Lake.

With no further business Mike Norton moved for adjournment; seconded by Karen Powers and carried at 4:45 p.m. The next meeting of the Human Services Board will be held on **Monday, February 4, 2019 at 3:00 p.m. in the Neenah Human Services Building in Room 008.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb