

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

Minutes

DATE: Monday, February 1, 2016

TIME: 3:00 p.m.

PLACE: Oshkosh Human Services Building, Rm. 33

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

MEMBERS EXCUSED: Jerry Finch, Ron Kuehl, and Tom Widener

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

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 JANUARY 4, 2016 HUMAN SERVICES BOARD MEETING

Donna Lohry moved for approval of these minutes; seconded by Larry Lautenschlager and carried.

AGENDA ITEM #3: ACCEPT MINUTES OF THE DECEMBER 14, 2015 ADRC COMMITTEE MEETING AND THE DECEMBER 15, 2015 FAMILY SUPPORT PROGRAM ADVISORY COMMITTEE MEETING

Mike Norton moved for acceptance of these minutes; seconded by Donna Lohry and carried.

AGENDA ITEM #4: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Ellen Shute reported on statistics outlined on the statistical chart for inpatient and institutional placements. Child Welfare Division–Juvenile Corrections had an average daily population (ADP) of 2.9 through December and below the budgeted number; for Child Residential Care Centers the ADP was 5.1 and below the budget of 8; for Behavioral Health & LTS Division–Specialty Hospitals for adults the ADP was 5.8 and has been above the budgeted level; Specialty Hospitals for individuals under 22 years of age shows an ADP of .8, but for the month of December there were no individuals placed; Secure Detention’s ADP for December was 7.1, and through the end of the year it was 6.4 (below the budgeted number); the ADP for Foster Care for children was 112.1 and above the budgeted number.

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AGENDA ITEM #5: FINANCIAL REPORT

Ellen Shute said the unexpended tax levy has stayed at \$1.6 million. The final 2015 Financial Report will be presented in April. A 2016 Financial Report will be presented at a next Board meeting.

AGENDA ITEM #6: REVIEW AND APPROVE LETTER RE: LINCOLN HILLS

Bill Topel shared a letter that he drafted to the Division of Juvenile Corrections regarding the Board's concerns for the children of Winnebago County that have been housed at the Lincoln Hills and Copper Lake facilities during the events of the past year. He said that the Board supports all efforts to restore confidence in the assurance of safety and appropriate treatment of the children at those facilities. Larry Lautenschlager moved that the letter should be sent out as is; seconded by Donna Lohry and carried unanimously.

AGENDA ITEM #7: DIRECTOR'S REPORT

Bill Topel said he will be attending a National Council on Behavioral Health Convention from March 5 – 9 where he plans to get information on certified community Behavioral Health clinics.

AGENDA ITEM #8: BOARD MEMBER REPORTS

Donna Lohry said the Town of Algoma has decided that it will no longer pay a share of the para-transit rides for its residents. The ride cost share for all of the towns will be put into our budget for 2017.

Rob Paterson said there will be a meeting of the Transportation Advocacy Coalition on Thursday, February 4 starting at 2:00 p.m. at the Oshkosh Senior Center. Rob shared that he spoke with the office of Representatives Peter Barca and Gordon Hintz regarding a bill being introduced to conduct an audit of the MTM Company (Medical Transportation Management, Inc.) due to concerns about its service and partnership.

PROGRAM: ORGANIZATIONAL EFFECTIVENESS PROJECT:

Bill Topel said organizational effectiveness is a training opportunity where we learn skills on how to evaluate our programs and go through a methodology that helps us solve future problems. Leo Podoski said our Child Welfare supervisors and he went through the 7-day training with state facilitators to learn the DAPIM (Define, Assess, Plan, Implement, Monitor) approach to continuous improvement in performance, capacity, and client outcomes. It is a systematic systemic process for reviewing services to identify root causes, look at remedies to establish a plan and then monitor the plan. Supervisors will continue meeting with staff facilitators to achieve the goal of partnership with families.

With no further business Donna Lohry moved for adjournment; seconded by Larry Lautenschlager and carried at 4:30 p.m. The next meeting of the Human Services Board will be on **Monday, March 7, 2016 at 3:00 p.m.** in the Neenah Human Services Building, Room 008.

Respectfully submitted by Mike Norton, Board Secretary

/dd