

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

Minutes

DATE: Monday, March 6, 2017

TIME: 3:00 p.m.

PLACE: Winnebago County Sheriff's Office, Richard Meyer Community Room

MEMBERS PRESENT: Larry Lautenschlager, Mike Norton, Jerry Finch, Harold Singstock, Judy Wright, Jim Koziczowski, and Karen Powers

MEMBERS EXCUSED: Donna Lohry and Mike Dillon

STAFF PRESENT: Bill Topel, Mary Fredrickson, Beth Culp and Pam Bartelt

Larry Lautenschlager 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 FEBRUARY 6, 2017 HUMAN SERVICES BOARD MEETING

Mike Norton moved for approval of these minutes; seconded by Harold Singstock and carried (6-0).

AGENDA ITEM #3: ACCEPT MINUTES OF THE FEBRUARY 13, 2017 ADRC COMMITTEE MEETING

This was tabled until April meeting to discuss process of accepting sub-committee minutes.
Karen Powers arrived at 3:15 p.m.

AGENDA ITEM #4: FINANCIAL REPORT

Based on 2016, about \$2,000,000 surplus coming mainly from underspending in Behavioral Health and Child Welfare placements. Other large amount was in respect to labor. 2016 was budgeted for "all positions filled all of the time". APNP position was not filled at all 2016. Community Reduction Deficit revenue also contributes to overage.

AGENDA ITEM #5: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Bill Topel reported on the information given on the statistical chart for inpatient and institutional placements. Child Welfare Division - Juvenile Corrections had an average daily population (ADP) of 2.5. A resolution was passed at the last board meeting that would allow alternate placement options. Residential Care Centers doing well with ADP going down. Behavioral Health & LTS Division – Specialty Hospitals for adults, the ADP through January is 3.0; ADP for youth under the age of 22 is 1.2. Discussion followed of a situation where the

client is being kept in the facility but not receiving treatment (de-certified) as a placement issue. Winnebago County is responsible for this cost of approximately \$1000/day which is pushing us over budget. Secure Detention has an ADP of 6.5 through January; Children's Foster Care and ADP of 96.7 through December.

AGENDA ITEM # 6: VACANCY REPORT

Behavioral Health: hired Renee Soroko as division manager; Community Support Specialist opening; APNP – Susan Laux will be starting 4/3/17.

Child Welfare – interviewing for supervisor position; Home consultant position open.

Administrative Division – one person on leave; Dorothy DeGrace retired, Pam Bartelt took that full time position; Part time position open.

AGENDA ITEM #7: CONSIDER & ACT ON RESOLUTION TO CHANGE TABLE OF ORGANIZATION FOR DHS BEHAVIORAL HEALTH: ELIMINATE ADULT THERAPY SUPERVISOR / ADD PSYCHOTHERAPIST

George Benz retired. Mike Daehn could take on supervisory responsibilities. The resolution is to 1) eliminate the adult mental health supervisor position and 2) create a psychotherapist position, saving about \$5000-8000/year in salary. Jerry Finch made the motion to approve the discussed resolution. Mike Norton seconded and the motion carried (7-0).

AGENDA ITEM #8: CONSIDER & ACT ON STRATEGIES FOR COUNTY BOARD RECONSIDERATION OF 16 BED CBRF PLAN

County Board denied this proposal. Discussion of bringing it back for reconsideration. Consensus was that it would be worthwhile to bring it back to the County Board.

AGENDA ITEM #9: DETERMINE NEW SEPTEMBER 2017 BOARD MEETING DATE

Meeting for September will be changed to 9/11/17.

AGENDA ITEM #10: DIRECTOR'S REPORT

APNP is requesting an adjusted work schedule to 4 day week, 35 hours /week, and 92.7% position. This will benefit county as well as individual. All hours of clinic are covered. Consensus from DHS Board.

Budget looks good overall.

Human Services Day at the Capitol is April 5, 2017 – need commitment to secure transportation and get registered. Bill Topel has set up the individual meetings with the legislators.

AGENDA ITEM #11: BOARD MEMBER REPORTS

Mike Norton attended the NACo Conference and shared that information.

With no further business Jerry Finch moved for adjournment; seconded by Harold Singstock and carried at 5:10 p.m. The next meeting of the Human Services Board will be held on **Monday, April 3, 2017 at 3:00 p.m. in Neenah DHS, Room 008.**

Optional tour of the jail followed the meeting for anyone interested.

Respectfully submitted by Pam Bartelt, Human Services Department/pb