

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

Minutes

DATE: Monday, April 3, 2017

TIME: 3:00 p.m.

PLACE: Neenah Human Services Building Room 008

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

MEMBERS EXCUSED: Donna Lohry

STAFF PRESENT: Bill Topel, Mary Fredrickson, Beth Culp, Annette Beattie, Mary Salzer, Leo Podoski, Ann Kriegel 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 MARCH 6, 2017 HUMAN SERVICES BOARD MEETING

Jerry Finch moved for approval of these minutes; seconded by Harold Singstock and carried (7-0).

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

Mike Norton moved for acceptance of these minutes; seconded by Jim Koziczowski and carried (7-0)
Mike Dillon arrived at 3:03 p.m.

AGENDA ITEM #4: PROGRAM: Trauma Informed Care / Secondary Traumatic Stress

Bill Topel shared that Trauma Informed Care (TIC) is a philosophy becoming infused in Human Services throughout Wisconsin. Providers that work with clients that deal with traumatic experiences will need to take care of themselves and be aware of how this affects them, their families and workplace which is Secondary Traumatic Stress (STS). Human Services Department has a STS/TIC workgroup consisting of staff from all levels of Human Services to promote awareness and trainings. Mary Salzer and Annette Beattie were introduced and shared the progress of the STS/TIC Workgroup. Handouts were shared with the committee identifying STS and TIC as well as the purpose and progress of the workgroup. The focus is to take care of staff so that they can do the best in taking care of their clients. The workgroup which started in 2012 meets monthly working on ways we can best serve our staff. Speakers have been brought in to educate staff, surveys were done to gather staff input, agency wide Adverse Childhood Experience's (ACE's) training was provided,

several workgroup members met with all individual teams to address needs specific to each team. All of this information is used to

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move forward with our workgroup goals. The goal is that this philosophy be shared by the entire agency from the hiring process onward. Job descriptions now include this information. Trainings in STS and TIC will continue to be offered and encouraged for our staff. Discussion was had about sharing our concepts/ model with other departments of Winnebago County.

AGENDA ITEM #5: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Bill Topel shared the good news that Child Welfare Juvenile Corrections numbers are down. One of the girls were accepted into a residential program for Human Trafficking. This program is free to the county and the client must agree to be an active participant in the program. Winnebago County is part of a regional group that is approved to receive grant funds to create local resources to assist victims of Human Trafficking. Outagamie County is the hub for this area. Child Welfare Residential Care Center numbers are low. Behavioral Health Specialty Hospital numbers were a concern; however this is mainly due to 2016 being an exceptional year and this affects the budgeted numbers for 2017. Numbers are coming down again. Behavioral Health Specialty Hospital numbers for children are coming down as well. Secure detention number are coming down close to average. Foster Care numbers are down. New programs and services available are helping keep these numbers down.

AGENDA ITEM # 6: FINANCIAL REPORT

Final report for 2016 that has not yet been audited. Under budget due mainly to less Child Welfare placements. Also due to Behavioral Health record low placements. In addition we are asking that hospitals do what is called "Presumptive Eligibility" to determine all other available assistance is utilized. Long Term Support was over budget due to less revenue; and also due to an issue with getting some aging funds properly allocated to us. We are just getting that money now in 2017. There is one child in a placement where we could previously use a waiver and we no longer are able to do that.

AGENDA ITEM #7: CONSIDER & ACT ON CHANGE TABLE OF ORGANIZATION

Mary Fredrickson explained the change being requested to: 1) eliminate one part time Administrative Associate – Human Services; 2) eliminate one full time Administrative Associate III; 3) add one full time Administrative Associate – Human Services. Mike Norton made motion to approve the change to the Table of Organization and Harold Singstock seconded it. Approved. (7-0)

AGENDA ITEM #8: DISCUSS & APPROVE THE PROCESS OF ACCEPTING COMMITTEE MEETING MINUTES

Discussion of accepting draft minutes prior to the committee approving them. Mike Norton made a motion to approve the process of accepting committee meeting minutes as they now stand and Jerry Finch seconded it. Approved. (6-1)

AGENDA ITEM #9: DISCUSSION & RECOMMENDATION OF DIRECTION FOR ADRC COMMITTEE

Beth Culp is asking what areas the Human Services Board members would like to see the ADRC Committee to focus on. Some popular topics Beth shared were: transportation (specialized), persons that need to be secured in locked units, respite care, adequate healthcare advocacy.

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AGENDA ITEM #10: DIRECTOR'S REPORT

Bill shared the appreciation of the support of the 16 Bed CBRF, which has now been passed by the County Board.

There is a group going to look at a facility in Marinette that is a similar building design to what Winnebago County is looking at. Human Services Day at the Capital is this week Wednesday. WCHSA Spring Conference is coming up May 3-5, 2017 in Elkhart Lake.

AGENDA ITEM #11: BOARD MEMBER REPORTS

Mike Norton mentioned the 1st Annual Wheelchair Wash coming up June 17, 2017 in Human Services parking lot 9:00 a.m. until 1:00 p.m. Volunteers and door prizes are needed.

Larry Lautenschlager shared information on Dementia Care Specialist Program provided by WAN

With no further business Karen Powers moved for adjournment; seconded by Mike Norton and carried at 5:15 p.m. The next meeting of the Human Services Board will be held on **Monday, May 1, 2017 at 3:00 p.m. in Oshkosh DHS, Room 33.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb