

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

Minutes

DATE: Monday, June 7, 2021

TIME: 3:00 p.m.

PLACE: Virtual Meeting via Zoom

MEMBERS PRESENT: Larry Lautenschlager, Donna Lohry, Mike Norton, Jerry Finch, Chris Kniep, Karen Powers, Harold Singstock, Nicole Neuhoﬀ

MEMBERS EXCUSED: Judy Wright

STAFF PRESENT: Bill Topel, Renee Soroko, Janet Rohloﬀ, Beth Roberts, Ann Kriegel, Annette Beattie, Heather Foust and Pam Bartelt

OTHERS PRESENT: Steve Binder, County Board Member District 13

Chairman 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 MAY 3, 2021 HUMAN SERVICES BOARD MEETING

Jerry Finch moved for approval of these minutes; seconded by Karen Powers and carried unanimously. (8-0)

AGENDA ITEM #3: ACCEPT MINUTES OF THE MAY 10, 2021 ADRC COMMITTEE AND MAY 11, 2021 SPECIALIZED TRANSPORTATION COUNCIL MEETINGS

Mike Norton moved for acceptance of these minutes; seconded by Harold Singstock and carried unanimously. (8-0)

AGENDA ITEM #4: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Bill Topel reviewed placement statistics: Child Welfare (CW) Division – Juvenile Corrections remains at 0.0 Actual Daily Populations (ADP). Residential Care Centers are at 2.0 ADP. Behavioral Health (BH)

- Specialty Hospitals for adults is at 4.6 ADP with the youth being at 2.3 ADP. Secure Detention is at 0.7 ADP. Foster Care is at 65.3 ADP.

AGENDA ITEM # 5: FINANCIAL REPORT

April finance reports show a year end projection of a \$3.7 million surplus. Of this amount, \$1.6 million is expected without Covid effects; \$2.1 million Covid related. As we re-open, it is expected that this may shift. Actual monthly expenses are closer to the budgeted amounts. It is expected this will continue to approach the budgeted amounts as we resume normal operations. Revenue for April is higher than budgeted due to the time schedule of reimbursements from the state. Certain months may continue to be higher for this reason. A summary chart shows the majority of surplus will come from Operations with \$2.2 million of unspent money. Labor is projected to be very close to budget. Operating Expenses are projected to be below budget. Travel will be below budget due to virtual meetings as we slowly resume in-person meetings. Intergovernmental Revenues, Client and 3rd Party Fees will be slightly over budget. Overall levy impact will be \$3.7 million of unspent funding.

AGENDA ITEM #6: DEPUTY DIRECTORS REPORT

Renee Soroko shared that the Division Manager team has been working diligently on the budget as they work to reduce tax levy funding across divisions given the significant cuts we are facing for next year.

It was approved that Bill Topel will do his Directors Report as the next agenda item.

AGENDA ITEM #8: DIRECTOR'S REPORT

Bill Topel shared that a directive from the County Executive was to decrease tax levy funding by \$2.6 million. The senior management team developed a plan to reduce \$1.8 million without reducing services, staff or support for non-profit programs. It was agreed that this would be a good balance to lessen expenses and maximize revenues while we preserve services, programs and staff. Bill mentioned that he did ask for a non-lapsing reserve fund specifically for Human Services Department. If it is decided to fund other organizations, it was suggested that Rescue Act Funding be used. Bill will support the proposed cuts of \$1.8 million but anything more than that may affect services, programs and staff. As it is, this is an "optimistic" budget that we may not be able to meet with overages in expense areas that were reduced and underage in revenue projections.

AGENDA ITEM #7: PRELIMINARY ANNUAL REPORT 2020

Bill Topel noted the Annual Report is in the same format as last year. The mission statement, performance targets and outcomes all remain the same. We serve 25,000 to 30,000 different individuals in the county as we are the seventh largest county in the state. Each division shares work charts, accomplishments for 2020 and goals for 2021 for their division. The department is trying to ensure that employees have the tools, adjusted work schedules, support and supervision that is needed for a healthy work-life balance. The county has invested in trainings to help support employee preparedness as well as increase awareness of culture, diversity, ethnicity and other areas of concern we will be working on this year. The report wraps up with financial reports for the year. Two-thirds of the budget comes from client or 3rd party sources and state and federal funding.

AGENDA ITEM #9: BOARD MEMBER REPORTS

Public Hearings will take place June 16, 2021 at 6:00 p.m. and on June 17, 2021 at 8:30 a.m.
Judy Wright will no longer be serving as a Human Services Board member.

With no further business Mike Norton moved for adjournment; seconded by Jerry Finch and carried at 4:40 p.m. The next meeting of the Human Services Board will be held on **Monday, August 3, 2021 at 3:00 p.m. in the Oshkosh Human Services Building in Room 33.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb