

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

**Minutes**

**DATE:** Thursday, June 21, 2018

**TIME:** 8:30 a.m.

**PLACE:** Oshkosh Human Services Room 33

**MEMBERS PRESENT:** Jim Koziczkowski, Donna Lohry, Mike Norton, Harold Singstock, Larry Lautenschlager, Jerry Finch, Judy Wright, Karen Powers

**MEMBERS EXCUSED:** Michael Conley-Kuhagen

**STAFF PRESENT:** Bill Topel, Mary Fredrickson, Beth Culp, Ann Kriegel, Leo Podoski, Renee Soroko, Janet Rohloff and Pam Bartelt

Jim Koziczkowski called the meeting to order at 8:30 a.m.

**AGENDA ITEM #1: PUBLIC HEARING:**

The Public Hearing concluded at 9:30 a.m.

**AGENDA ITEM #2: REVIEW, DISCUSS AND RECOMMEND 2019 HUMAN SERVICES BUDGET TO COUNTY EXECUTIVE:**

Jerry Finch made a motion to begin the 2019 Budget Review and Discussion at 8:50 a.m. with the intent of considering any additional testimony for the Public Hearing as needed; seconded by Karen Powers and carried.

Bill Topel shared that our county begins the planning process for 2019 budget in January 2018 with discussions of the needs of the county. Discussion with County Executive was to hold the budget to 0% increase, however would include some increase for salary and fringes. Five positions have been requested to be added to the 2019 budget and will be discussed under their associated division. There will be some unexpended surpluses in salary due to the time lag in filling a position. Economic Support Division will likely have some surplus due to unknown amounts of monies from the state balancing out previous years. We have had a couple extremely good years due to using many community based services to keep families together. There may be situations where this will not be an option and we need to budget accordingly. Discussion was had on decisions of hiring new staff as well as taking care of current staff. Once the budget is reviewed, all departments will be working with County Executive and then it will go to the County Board in October.

Donna Lohry asked that Bill address Mr. Eisens request for the Mental Health Court. In order to address this issue other local members such as police, sheriff, Safe Street Committee and courts would need to be in a coordinated effort to decide what is needed in the community. There are currently a lot of diversionary services provided including the new crisis team. More information would be needed from all to define the need.

Mary Fredrickson shared that Human Services was asked to come up with a levy increase of no more than \$615,163 and that is what this budget does. There are two changes to the Table of Organization. One is in Behavioral Health (BH) where a position that is currently on the *Case Management & Community Support Team* will be moved to the *Medical Team* as most of their work is done with that team. Only the supervisor will

change as the duties will not change. The other change is under Child Welfare (CW). The team that has been called the *Juvenile Justice Team* will now be called the *Youth Justice Team*. None of the positions are changing.

#### ADMINISTRATIVE SERVICES DIVISION:

Mary Fredrickson shared that an increase of \$120,525 in revenue is due to admin overhead reimbursement. Expenses went up 3.5% due to annual wage increase of 2.5% and fringe increase of 7%. Travel increased by 3.6% which was based on prior years travel. Capital expenses were decreased by 4% as the estimated value is about \$1000 less than originally estimated. Other Operating Costs were decreased 13.5% as several ergonomic standing desks and Chromebook were included in the 2018 budget. Maintenance needs for TCM system have also been discontinued as we will be using a different system soon. No new positions are being added. A temporary project position is planned to fulfill record requests.

Jerry Finch departed the meeting at 10:15 a.m.

#### BEHAVIORAL HEALTH DIVISION:

Renee Soroko explained that a new position is being requested for an evening/night supervisor position at Towards Tomorrow/Summit House and after hours crisis services. Although a supervisor is available by phone, there is not a supervisor in the building after hours. A project position is being requested in Youth Comprehensive Community Services. Revenue reflects a decrease due to federal changes in reimbursement for Community Recovery Services (CRS) and a decrease in client cost shares. Labor costs increased due to annual wage and fringe increases and the additional positions as requested above. Travel decreased due to registration and auto allowance based on prior years. Other Operating Costs show a decrease due to a decrease in contracted services and Institute of Mental Disease (IMD) budgets.

#### CHILD WELFARE DIVISION:

Leo Podoski mentioned that a new position is being requested for a social worker to replace the current project position. This will be a phone access position that will take calls from the public as 25% of callers that were not able to talk directly to a worker would not leave a message nor contact information for follow up. Travel is down due to auto allowance based on prior years' experience. Other Operating Expenses shows a decrease as we continue to have limited youth and children in more expensive placements. More community based and in-home services are being utilized.

#### ECONOMIC SUPPORT DIVISION:

Ann Kriegel shared that two new positions are being requested; one Lead Worker and one Economic Support Specialist I. Winnebago County is the largest county in the consortium we are now part of. Revenue shows a decrease of 2.9% due to decreased Child Care Administration funds from the State. Labor costs show an increase due to annual wage and fringe increases as well as the addition of two full-time positions as mentioned above. Travel costs will increase due to mandatory trainings staff must travel for and the intensive amount of training required for these positions. Other Operating Expenses show a decrease due to Medical & Dental based on expected Partnership expense in 2019. Economic Support Division may get money throughout the year from various state and federal programs but cannot budget this as the amount is not known.

#### LONG TERM SUPPORT DIVISION:

Beth Culp commented on the increase of referrals that are coming in from Nursing Homes and the need for additional outreach in the community. A position that is currently a project position is being requested as a regular full-time position. Revenue will increase due to the grant for the Dementia Care Specialist which has

been approved. There has also been an increase in funding for Transportation Aids and Benefits Specialist. Labor Costs show an increase due to annual wage and fringe increases as well as the addition of the full time ADRC Specialist position mentioned above. Travel reflects a decrease of 9.2% due to auto history. Other Operating Expenses show an increase due to general inflationary increase for children' services, specialized transportation and nutrition services and lower client cost shares. Moving forward, the state will be determining rates for children's waiver services and these rates are not currently available.

Mike Norton made an amendment to the budget to grant \$45,000 to Reach Services. Larry Lautenschlager seconded this. Discussion was had. This motion was withdrawn.

The motion on the floor to review, discuss and recommend the 2019 Human Services Budget as presented to the County Executive was passed unanimously 7-0. (Jerry Finch and Michael Conley-Kuhagen were not present for the vote)

With no further business Mike Norton made a motion to adjourn the meeting at 1:25 p.m., seconded by Larry Lautenschlager and carried unanimously. The next meeting of the Human Services Board Members will be held on August 6, 2018 at the Neenah Human Services Building in Room 008.

Respectfully submitted by Pam Bartelt, Human Services Department/pb