

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

Minutes

DATE: Wednesday, September 9, 2020

TIME: 3:00 p.m.

PLACE: Virtual Meeting via Zoom

MEMBERS PRESENT: Jim Koziczkowski, Donna Lohry, Mike Norton, Larry Lautenschlager, Jerry Finch, Chris Kniep, Karen Powers, Stephanie Spellman

MEMBERS EXCUSED: Judy Wright

STAFF PRESENT: Bill Topel, Renee Soroko, Janet Rohloff, Ann Kriegel, Annette Beattie, Elizabeth Wagner and Pam Bartelt

Jim Koziczkowski called the meeting to order at 3:00 p.m.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

PROGRAM #2: CHILDREN'S LONG-TERM SERVICES UPDATE

Elizabeth Wagner, Supervisor for Children's Long-Term Support (CLTS) Program, shared information on the services provided. The Family Support Team consists of the supervisor, ten service coordinators and also two contracted service providers through Lutheran Social Services. They predominantly work with a program called CLTS Waiver. The goal for this program is to work with families that may have a child with developmental disability such as autism, a physical disability or a significant emotional disability. This team serves to support these families and children by providing resources in the community and possibly provide funding for equipment or services to meet the needs of the child as they grow. This is a voluntary program. Referrals can be taken at the referral line at 920-236-4650 and can come from a parent, medical provider, school personnel and internal DHS referrals. Some of the support the program can provide include adaptive aids, communication aids, assistive technology, child care services, consumer education and training, counseling, financial management, home modifications, personal emergency response system, relocations services, respite, mentoring, transportation, specialized medical and therapeutic supplies to name just a few. Winnebago County currently has a waitlist of less than ten to access these programs. Since October 2017, 262 youth have been enrolled with approximately 125 youth that have closed for reasons such as transitioning to adult services, moving out of state or county or voluntarily ending services. New referrals for 2018 were 174; for 2019 were 201 and for 2020 were 118. The Family Support Team has continued to meet the needs

of families during the pandemic using methods of communication that the families are comfortable with. More information can be found at the county website: www.co.winnebago.wi.us/human-services/divisions/long-term-support/family-support-team

AGENDA ITEM #3: APPROVE MINUTES OF THE AUGUST 3, 2020 HUMAN SERVICES BOARD MEETING

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

AGENDA ITEM #4: ACCEPT MINUTES OF THE AUGUST 10, 2020 ADRC COMMITTEE; AUGUST 11, 2020 SPECIALIZED TRANSPORTATION COUNCIL; MAY 12, 2020 ADVISORY COMMITTEE FOR CHILDREN'S VOLUNTARY SERVICES MEETINGS

Donna Lohry moved for acceptance of these minutes; seconded by Jerry Finch and carried unanimously. (8-0)

AGENDA ITEM #5: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Bill Topel stated that placement statistics are looking very good. Child Welfare (CW) Division – Juvenile Corrections remains at 0.0 Actual Daily Populations (ADP). Residential Care Centers are at 0.8 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 1.4 ADP with the youth being at 0.9 ADP. Secure Detention is at 1.1 ADP. Foster Care is at 81.0 ADP.

AGENDA ITEM # 6: FINANCIAL REPORT

Bill shared that Janet Rohloff is now acting Administrative Manager for the department. This will be analyzed over the next couple months to determine the need for the department with a decision being made later this year. Janet will be delivering our financial report until that time. Janet stated that a favorable levy impact is being projected being at 73.4% of the budgeted levy. Expenses are expected to be about 6.9% less than budgeted with overall revenue being at 5.7% over what was budgeted. It is expected there will be an increase in travel expenses due to an increase in registrations for online trainings. Auto allowance reimbursement is expected to be under budget due to COVID and less travel taking place. Labor projections increased with a psychotherapist position being filled that has been open since the beginning of the year and the CW division currently only as 2 vacancies. Fringe benefit savings are significant with BH & CW coming in at lower percentages than projected. Revenues are projected to be \$1.6M over budget due to an unexpected increase in service provision via telehealth due to decrease in no-show rates with approximately a 5% decrease. Similar occurrence was noted in the CCS program as well. Other revenue has come from unanticipated sources and additional grants. The second claim for the CARES Act expense reimbursements request for federal COVID money along with the request for labor reimbursements. Bill added that much of the overage is due to COVID with families being very receptive of the services that are being provided by the agency to help the families navigate through the pandemic.

AGENDA ITEM #7: DIRECTOR'S REPORT

Bill mentioned that NACo is providing a webinar on updates to the discount prescription drug program. Bill will be attending to determine if this is something that Winnebago County and NACo can get going again. The Administrative Division Manager and Deputy Director position will be brought to this board for action this fall to separate these positions to best meet the needs of this agency. Interviews will be held this week for the BH Division Manager. The WCHSA Meeting for December will be virtual. It will be held over 3 days for half day sessions. More information to come. A budget meeting with Mark Harris took place with a slight change of taking money out of salary and fringe in the amount of approximately \$200,000. The Mortgage Assistance Program began on September 1st with ES Division staff processing the applications. Staff are working on getting the word out to mortgage lenders, local non-profit networks, church networks and possibly advertising in newspapers. Bill shared that Advocap received money from the state for rental assistance for several local counties and have expended about 80% of the allotted \$800,00 which should be assisting a lot of our families.

AGENDA ITEM #8: BOARD MEMBER REPORTS

Mike Norton has concerns in regards to assistance being provided to landlord and would like to look into eviction diversion program.

Jerry Finch noted that program funds should be dispersed throughout the entire county. Bill confirmed that we are reaching out to include all the communities throughout the county for all programs offered.

Chris Kniep mentioned that there is an Eviction Task Force group in Winnebago county that has been working since last March. It has been in the works for years and coming to fruition. Chris also commented that the *Powerful Tools for Caregivers Class* has gone very well with virtual connections and Rebecca has done a great job reaching out to caregiver groups.

With no further business Mike Norton moved for adjournment; seconded by Jerry Finch and carried at 3:00 p.m. The next meeting of the Human Services Board will be held on **Monday, October 5, 2020 at 3:00 p.m. with location to be determined.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb