

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

Minutes

DATE: Monday, December 7, 2020

TIME: 3:00 p.m.

PLACE: Virtual Meeting via Zoom

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

MEMBERS EXCUSED: Judy Wright, Stephanie Spellman

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 District 13

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

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

PROGRAM #2: DIVERSITY AND INCLUSION

Beth Roberts shared information about a group that met virtually to discuss diversity and inclusion in our community. The group included a wide variety of participants including people from the housing authority, the senior center, school districts, public health department. One area of focus was 'learning' to identify who we are and learning about others. Some of the attendees from varied ethnic backgrounds shared their experiences of living here and what they value about their heritage. The group looked at how our agency is presented to the public. Some items included décor, demographic make-up of the staff, what do our brochures and web-site look like. Looking at being inclusive of all languages and ethnic group and making the resources that are available clearly communicated to all. While we can learn from others, we need to reach out to different groups to share what services we can offer. Given what other counties have been doing, it was agreed that it would be helpful to have a county appointed committee which was reviewed by this board and sent over to UW Extension and will be going to the county board. More of these types of community are developing in areas all through the state. Discussion on the importance and need for this education in our community and the importance of reaching out to youth. While this proposed committee will have seven voting members, anyone is invited to join.

AGENDA ITEM #3: APPROVE MINUTES OF THE NOVEMBER 2, 2020 HUMAN SERVICES BOARD MEETING

Jerry Finch moved for approval of these minutes; seconded by Karen Powers and carried unanimously. (7-0)

AGENDA ITEM #4: ACCEPT MINUTES OF THE SEPTEMBER 8, 2020 ADVISORY COMMITTEE FOR CHILDREN'S VOLUNTARY SERVICES; NOVEMBER 9, 2020 ADRC COMMITTEE AND THE NOVEMBER 10, 2020 SPECIALIZED TRANSPORTATION COUNCIL MEETINGS

Donna Lohry moved for acceptance of these minutes; seconded by Jerry Finch and carried unanimously. (7-0)

AGENDA ITEM #5: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Bill Topel stated the numbers are good where placement statistics show that Child Welfare (CW) Division – Juvenile Corrections remains at 0.0 Actual Daily Populations (ADP). Residential Care Centers are at 1.0 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 2.0 ADP with the youth being at 1.2 ADP. Secure Detention is at 1.7 ADP. Foster Care is at 76.6 ADP.

AGENDA ITEM # 6: FINANCIAL REPORT

Due to the holidays & the fact that we will be starting year end processes, this will be the last formal projection report you receive until the final 2020 report when the books are closed later in the spring. This summary includes year to date covid related adjustments entered by the Finance Department; however, there are more entries prior to year-end closing. Please note our unanticipated revenue has increased by \$269,000 to over \$761,000 total with the addition of the final 2019 Income Maintenance payment. The pie chart shows where the projected surplus is. With the additional income maintenance revenue, the unanticipated revenue has increased to 13% of the total. In addition to the usual monthly information, you also have a summary of the estimated covid budget impact through October which is 68% of expenditures and 34% of revenues. For labor, vacant positions have been open longer than usual. This may be due to a number of reasons that are affecting prospective employees nation-wide such as: fear of exposure in the workplace; child care issues; and the virtual hiring environment. For our travel and registration budget, we are attributing 100% of our savings to covid because of fewer home visits, trainings and meetings being cancelled or conducted virtually. Our rate of savings is similar to other counties. Our operating expenses are significantly impacted largely due to contracted agencies having difficulty staffing or staying open. We have also been cautious in placing individuals in congregate care. The impact of Covid revenue is difficult to pinpoint. We have had contract adjustments with CARES funding and we anticipate additional revenues through the "Routes to Recovery" program, but we have not yet received final confirmation of amounts. Medical Assistance revenue is exceeding our budgeted amounts. This may be due to an increased number of consumers eligible for coverage and the increase in the state's federal medical assistance percentage of 6.2% as a way to provide fiscal relief under the CARES act. This has been passed on to the counties by the state. The "no-show" appointment rate has decreased significantly with telehealth services. In summary, with estimated expense and revenue impact, the surplus transfer to the general fund is anticipated to be slightly less than what was returned last year. We will continue to monitor as the pandemic continues.

AGENDA ITEM #7: WINNEBAGO COUNTY CRISIS CENTER PICTURES

Renee shared pictures from the new crisis center. All staff are required to wear masks with consumers encouraged to do so but not required. The facility has antigen testing if staff or consumers are interested. Breakfast and lunch are prepared by the consumers with assistance if needed. Staff prepare dinner daily.

DIRECTOR'S REPORT

The WCHSA Fall Conference took place virtually for the first time this year. Bill participated on a panel regarding how counties have reconstructed the workplace due to COVID to promote confidence, positive energy, provide compassion, communication from the "top down" and coordination across all county

departments. Discussion regarding the future possibility of combining Public Health and Human Services Departments as other counties have done this with great success. Continuous process improvement is of utmost importance in order to make quick decisions to best meet the needs of the community and the agency. Other division managers also shared their processes used throughout the pandemic.

AGENDA ITEM #8: BOARD MEMBER REPORTS

Donna Lohry mentioned that she enjoyed the conference and found the discussions to be thought provoking.

Karen Powers enjoyed the conference as well and appreciated a virtual option. As she inquired about the Eastern Region WCHSA Human Services Board Member Group, it was shared those meetings are currently on hold. Many counties that have been participants may not have adequate internet access. Karen mentioned that a young lady working on her Girls Scout Silver Badge was giving a webinar presentation 12/7/2020 on Foster Care where she would be interviewing foster parents. Contact Karen or Bill for additional information.

Chris Kniep inquired about the '*Closet of Care*'. Annette shared this is a project for supplies for children going into foster care. Some of our staff are volunteering.

Mike Norton mentioned the moratorium on evictions is ending at the end of the month and is asking that we monitor to determine if we need any further actions. Mike would like a virtual meeting with state legislators in February as we have two new representatives. Mike invited all interested members to the ADRC meeting December 14, 2020 for the presentation on ADRC Reinvestments.

Larry Lautenschlager enjoyed the conference sessions and the ability to participate virtually.

Jim Koziczkowski has served on the County Board, Human Services Board and various other committees for 29 years. With his retirement, he has passed the gavel to Larry Lautenschlager. Bill and all committee members thanked Jim for his years of service, support and dedication. He will be missed!

With no further business, Mike Norton moved for adjournment; seconded by Jerry Finch and carried at 4:20 p.m. The next meeting of the Human Services Board will be held on **Monday, January 4, 2021 at 3:00 p.m. via Zoom.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb