

**FAMILY SUPPORT PROGRAM
ADVISORY COMMITTEE**

Meeting Minutes

DATE: Tuesday, January 14, 2014

TIME: 12:00 p.m. – 1:00 p.m.

PLACE: Oshkosh Human Services Building
220 Washington Ave., Oshkosh
Conference Room #33

MEMBERS PRESENT: Gail Cismoski, Beth Culp, Tracy Gehrke, Elizabeth Jones, Valerie Mattair, Sharon Oberkrieser, Rob Paterson, Janel Retzlaff, Luann Rodriguez, Barbara Sheldon, Amy Stack, Mary Wiatrowski and Dorothy De Grace

Elizabeth Jones called the meeting to order at approximately 12:00 p.m.

Beth Culp explained that the Birth-to-Three Advisory Committee members were invited to today's meeting, along with a group of people that had been meeting separately to look at how to best help support children from birth to age six. We will plan to continue meeting together as the Family Support Program Advisory Committee meeting. Our goal is to have 50% family members and 50% professionals.

1. **Approval of Agenda:** Tracy Gehrke moved for approval of the agenda as written; seconded by Elizabeth Jones and carried.
2. **Approval of Minutes for the September 24, 2013 Meeting:** With no additions or corrections to the minutes, they were approved as presented.
3. **Member Sharing:**

Rob Paterson is a representative of the Human Services Board.

Gail Cismoski is an Early Childhood Grant Coordinator for CESA 6 and the statewide coordinator for Child Find for children aged three to five that have disabilities.

Tracy Gehrke works for Winnebago County Public Health Department.

Barb Sheldon is the WIC Director for Winnebago County.

Amy Stack is the parent of a child with a disability.

Sharon Oberkrieser is the parent of a son with downs syndrome. She is a facilitator for Down to Earth, which is a support group for parents of children with a disability. They hold monthly meetings and offer social activities.

Valerie Mattair is the department head for children's services at Oshkosh Public Library.

Mary Wiatrowski is employed at Human Services as supervisor of the Access Team.

Janel Retzlaff is coordinator of early childhood and pre-school screenings with Oshkosh School District. She informed the committee that Child Find activities will be held March 4-7 at the Oshkosh Recreation Department.

Luann Rodriguez is an employee of Human Services Behavioral Health Team.

Elizabeth Jones is a mother of a young man with autism. She is a volunteer with Friends of Autism. She informed the committee that the Fox Cities Walk for Autism will take place on Saturday, May 3 starting at Tanner's.

Beth Culp is an employee of Human Services Long Term Support Division. She supervises the team that serves Family Support, Birth-to-Three and Waiver programs. Beth distributed information regarding "Autism: A Day with the Experts," which is scheduled for Saturday, January 25 at the Menasha Public Library from 9:00 a.m. – 1:00 p.m. Beth said she plans to do more outreach regarding Family Support, especially to the rural areas of Winneconne and Omro.

4. Family Support Program Updates:

- 2013 Statistics – Beth Culp said that the program served 115 children last year. We had authorized \$166,000 in services, and our allocation is close to \$115,000. It appears that we will be under-spent for the year, so we will need to work more diligently in granting Family Support funds to families that need it.
- 2014 Statistics – Beth said we have at least 24 kids authorized for Family Support dollars totaling \$40,000 so far this year.

5. Birth-to-Three Program Report:

- 2013 Stats – Beth distributed the chart of referral statistics for the Birth-to-Three program and said there were 113 kids that had an active Individual Family Service Plan (IFSP) and were served as of December 31, 2013. Throughout 2013 there were 242 kids served. There were 402 referrals received for the Birth-to-Three program for 2013 compared to 367 referred in 2012. Some of the 410 referrals we received in 2013 were screened out in our agency before they were referred to Goodwill, the agency that provides the program.

Beth said the federal government oversees the program, and after evaluating us in several areas they found that none were out of compliance for last year. We will soon be doing a self-assessment with the state to talk about our programming.

6. **Additional Items:**

There were none.

7. **Future Agenda Items and Meeting Time/Place:**

The committee agreed to schedule the next meeting for March 25, 2014.

8. **Next Meeting:** With no other business, the meeting was adjourned at 1:00 p.m. The next meeting of the Family Support Advisory Committee will be **Tuesday, March 25, 2014** from 12:00 p.m. to 1:00 p.m. in **Room 33** of the **Oshkosh Human Services Building**.

Respectfully submitted by Dorothy De Grace, Secretary