

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

**Minutes**

**DATE:** Tuesday, September 10, 2013

**TIME:** 3:00 p.m.

**PLACE:** Oshkosh Human Services Building, Rm. 33

**MEMBERS PRESENT:** Jim Koziczkowski, Ron Kuehl, Larry Lautenschlager, Donna Lohry, Mike Norton, Rob Paterson, Harold Singstock, and Tom Widener

**MEMBERS EXCUSED:** Jerry Finch

**STAFF PRESENT:** Bill Topel, Ellen Shute, Leo Podoski, Mary Wiatrowski, and Dorothy De Grace

**OTHERS PRESENT:** Connie Klick, Child Advocacy Center

Jim Koziczkowski 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 AUGUST 5, 2013 HUMAN SERVICES BOARD MEETINGS**

Ron Kuehl moved for approval of these minutes; seconded by Rob Paterson; and with a typographical correction, the minutes were approved (8-0).

**AGENDA ITEM #3: ACCEPT MINUTES OF THE AUGUST 12, 2013 AGING & DISABILITY RESOURCE CENTER COMMITTEE MEETING**

Donna Lohry moved for acceptance of these minutes; seconded by Harold Singstock and carried (8-0).

**AGENDA ITEM #4: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS**

Ellen Shute reported that the average daily population (ADP) for Juvenile Corrections is zero; for Residential Care Centers the ADP is 9.1, which is higher than last year at this time, and overall it does not have a negative impact on our budget; the ADP of 4.4 for Specialty Hospitals (adults only) in the Behavioral Health & Long Term Support Divisions is up just slightly from last year; Specialty Hospitals for youth under 22 years of age has an ADP of 1.3 so far this year. The ADP for Secure Detention is 7.4 and is slightly less than our budgeted number; for Foster Care the ADP of 93.9 is below the budgeted number.

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**AGENDA ITEM #5: FINANCIAL REPORT**

Ellen Shute said this month's report shows an unexpended tax levy of \$754,556. Labor unexpended tax levy is \$207,339. Every division is doing well, and the bottom line is very positive.

**AGENDA ITEM #6: DIRECTOR'S REPORT**

Bill Topel said citizens can start applying for medical coverage through the Affordable Care Act starting October 1 with benefits scheduled to start January 1, 2014. We received money from the state to add additional Economic Support staff time which is needed to assist people with the process of applying for this initiative. We've hired three unclassified limited term employees to perform this service.

Bill informed Board members that a Wisconsin Counties Human Services Association (WCHSA) meeting will be held on Friday, December 6 in Wisconsin Rapids. It may be preceded by a focus group meeting on Thursday, December 5 to discuss the organizational structure of WCHSA. He will share the agenda when it is confirmed.

Bill said a bill was authored that would return some 17-year-old youth back into the Juvenile Justice system. He said if the state doesn't put new money into the Youth Aids formula for the bill, we could have a huge deficit problem without any ability to raise tax levy. Bill said the juveniles would receive more services in the Juvenile Justice system, and they would benefit by not being convicted in the adult system.

**AGENDA ITEM #7: BOARD MEMBER REPORTS**

Rob Paterson reported on his attendance at two meetings for the Aging & Disability Resource Center (ADRC) Committee regarding transportation issues.

Donna Lohry said she appeared before the Common Council regarding recent changes to the bus routes and bus stops and how they affect the elderly and disabled citizens. It appears the Common Council is trying to rectify our concerns which were presented to them on behalf of the ADRC Committee

Larry Lautenschlager said he attended the recent Common Council meeting on behalf of the ADRC Committee, and he also wrote a letter to Affinity Health System to express a safety concern at the bus stop near their clinic on Jackson Street.

Jim Koziczowski said the budget session between Human Services and the County Executive went very well—our 2014 Budget was approved.

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**PROGRAM: Child Advocacy Center – Mary Wiatrowski, Human Services and Connie Klick, Child Advocacy Center**

Mary Wiatrowski, supervisor of the Child Welfare Access Team said we have 12 workers who do initial assessments and two workers take phone calls regarding child abuse/neglect referrals. In a year's time we receive about 3,000 calls from people in the community (mandated professionals or other concerned citizens) who are calling about child abuse or neglect. All calls or referrals are judged against the criteria in Chapter 48, which is the Children's Code for the state of Wisconsin. Mary said about half of the 3,000 calls are "screened out," which means the names go into a database and we don't need to take any other action; the other half are screened in for investigation. A worker is assigned to make contact with the family to make sure the children are safe. They evaluate how the family is doing; find out what their needs are; advocate for the family; and refer them to services if necessary. Further action is taken in serious cases where we might need to take the child into custody; do a protective plan; or petition the court for a court order for the family to meet certain conditions. Our role is to keep families together; therefore the conditions are based on what the family needs to do to keep the child safe. Mary said that one of the initial resources we use to serve these families is the Child Advocacy Center (CAC).

Connie Klick said that the CAC is part of Children's Hospital of Wisconsin and is affiliated with the Children's Hospital in Milwaukee. They have resources and connections with Children's Hospital Fox Valley. She said they have a positive working relationship with Winnebago County workers. Referrals to the CAC must come from Child Protective Service workers, law enforcement or the District Attorney's office for a forensic interview. Information from the interview is put on a DVD and is provided to law enforcement and Child Protective Services to be used for prosecution or for Child in Need of Protection & Service (CHIPS) proceedings if needed. The CAC also does medical evaluations of children who have been physically abused, sexually abused or neglected. Connie shared statistical information on referrals from 2012 which shows that Winnebago County referred 200 children to the CAC.

With no further business Mike Norton moved for adjournment at 4:10 p.m.; seconded by Larry Lautenschlager and carried. The next meeting of the Human Services Board will be held on **Monday, October 7, 2013 at 3:00 p.m.** in the Oshkosh Human Services Building, Room 33.

Respectfully submitted by Donna Lohry, Board Secretary/dd