

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

**Minutes**

**DATE:** Monday, August 7, 2023

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

**PLACE:** Oshkosh Human Services Building Room 33

**MEMBERS PRESENT:** Jeffrey Beem, Ralph Harrison, Larry Lautenschlager, Karen Powers, Harold Singstock, Mark Weisensel, Rachel Youngquist

**MEMBERS EXCUSED:** Chris Kniep, Rebecca Nichols

**STAFF PRESENT:** Bill Topel, Renee Soroko, Annette Beattie, Heather Foust, Ann Kriegel, Beth Roberts, Tammy Steier and Pam Bartelt

Chairman Larry Lautenschlager called the meeting to order at 3:00 p.m.

**AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS**

There were no comments.

**AGENADA ITEM # 2: NEW BOARD MEMBER INTRODUCTIONS**

Mark Weisensel has been appointed to the Human Services Board as a citizen member until December 31, 2025. Mark previously worked in the ADRC with the agency and is now retired.

**PROGRAM #3: COMMUNITY EVENTS SAFETY**

Detective Mike Sewall from the Sheriff's Department was unable to attend the meeting.

Director Bill Topel gave an update on the state of the biennial budget. Counties had asked for a substantial increase in Medicaid money for outpatient crisis services and an increase in community support programs, which was supported by the governor and NAMI, both of which did not end up in the budget. Winnebago County had requested a change in the amount we pay for maintenance of effort through our Children's Long Term Services as it is not a fair proportion compared to other counties, however this was not changed. We received additional funding for the ADRC; however, a designated amount has not been determined as it will be distributed among counties in the consortium.

Mark Weisensel joined the meeting and introductions were made. Mark shared a little about himself and noted that when he retired, he wanted to become involved as a citizen and give back to Winnebago County. He feels this is a great opportunity. Bill updated Mark that the proposed budget has been proposed to County Executive Doemel as recommended by this board including a \$35,000 increase for the purchase of another van.

Director Topel continued to explain that federal funding has not changed for the budget. As the unwinding from Covid takes place, the extra funding that was part of Covid will be going away after 2024. Ann Kriegel, Economic Support (ES) Division Manager shared that they have recently been informed they will be getting an increase of approximately 11%.

**AGENDA ITEM #4: APPROVE MINUTES OF THE JUNE 5, 2023 AND JULY 17, 2023 HUMAN SERVICES BOARD MEETINGS**

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

**AGENDA ITEM #5: ACCEPT MINUTES OF THE MAY 9, 2023 ADVISORY COMMITTEE FOR CHILDREN'S VOLUNTARY SERVICES; MAY 16, 2023 SPECIALIZED TRANSPORTATION COUNCIL AND THE JULY 10, 2023 ADRC COMMITTEE MEETINGS**

Harold Singstock moved for acceptance of these minutes; seconded by Karen Powers and carried unanimously. (7-0)

**AGENDA ITEM #6: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS**

Human Services Director Bill Topel reviewed placement statistics: Child Welfare (CW) Division – Juvenile Corrections remains at 1.0 Actual Daily Populations (ADP). Residential Care Centers are currently at 1.4 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 6.7 ADP with the youth being at 0.9 ADP. Secure Detention is at 1.6 ADP. Foster Care is at 38.3 ADP. Kinship Placements are at 135.0 ADP.

**AGENDA ITEM # 7: FINANCIAL REPORT**

Janet Rohloff, Administrative Division Manager, was not in attendance. Director Bill Topel shared the financial reports noting that we are over in labor due to the approved wage increases that went into effect this year. Other expenses of travel, capital and operating expense are favorable. The overall levy impact is projecting a \$3.2 million surplus. The actual monthly expenses were a bit higher this month due to higher number of bills paid off as well as a three payroll month. Revenue was a little lower than projected as this typically comes in towards the end of the year. The fiscal year 2022 audit has been completed and there were no issues. A report of unanticipated revenues from 2022 was shared and discussed.

**AGENDA ITEM #8: OHS ELEVATOR UPDATE**

Director Bill Topel shared that elevator repairs will begin 8/14/2023. They will dismantle the current elevator and replace all the parts.

## **AGENDA ITEM #9: DEPUTY DIRECTOR REPORT**

Renee Soroko mentioned the budget has been a focus of the executive team which has been completed and sent for County Executive review. We meet with County Executive near the end of August. Consideration is being given to other department needs such as other service or staffing needs. Recently a couple incidents have occurred in or near our building where law enforcement have been involved. We have safety procedures and continue to review and assess needs. For the Neenah evacuation incident, trained staff provided crisis debriefing sessions to those involved. There was an 'After Action Review' meeting with all staff involved. We recently received the written report with recommendations and will determine next steps. Bill shared that he has contacted the National Council on Behavioral Health to provide a "Mental Health First Aid" training for our staff.

## **AGENDA ITEM #10: DIRECTOR REPORT**

Bill Topel attended the 2023 NACo Conference in Texas. The conference was well attended. Sessions that Bill participated in focused on housing and workforce shortages and how counties are dealing with this. There was a demonstration on tiny homes and shelters that are being used in some counties.

The WCHSA Spring Conference, will now focus on concerns of human services board members so would be a good one to plan to attend. The Fall Conference in December will focus mainly on issues for directors, managers, and agency staff.

The WCHSA Eastern Region Board Member Group met at Fox Valley Tech in June. The next regional meeting will take place in fall and will be held at the Coughlin Center here in Oshkosh. More information will be shared closer to fall.

## **AGENDA ITEM #11: BOARD MEMBER REPORTS**

Mark Weisensel expressed his appreciation of being part of this well informed board and looks forward to serving with them.

Harold Singstock voiced his concern with the process of Priority Based Budgeting and brainstorming options and issues that may arise including additional tasks and time for the financial team. Bill will keep the board updated as we move forward.

Larry Lautenschlager also attended the NACo Conference in Texas. He is on two standing committees: *Human Services Education* and the *Healthy Counties Advisory Board*. These sessions focused on mental health, substance abuse, child welfare, workforce shortages, etc. Larry was appointed back to these committees for next year.

With no further business Karen Powers moved for adjournment; seconded by Jeff Beem and carried at 4:25 p.m. The next meeting will be held on **Wednesday, September 6, 2023 at 3:00 p.m. in the Neenah Human Services Building in Room 008.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb