

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

Minutes

**DATE:** Wednesday, September 7, 2022

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

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

**MEMBERS PRESENT:** Jeffrey Beem, Ralph Harrison, Chris Kniep (Zoom), Larry Lautenschlager, Rebecca Nichols, Karen Powers, Harold Singstock, Rachel Youngquist

**MEMBERS EXCUSED:** Donna Lohry

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

**OTHERS PRESENT:** Mike Norton, County Board Supervisor District 20 (Zoom)

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.

**PROGRAM #2: BEHAVIORAL HEALTH (BH) OVERVIEW**

Director, Bill Topel, introduced Heather Foust, BH Division Manager and Tammy Steier, BH Deputy Division Manager as they provide a summary of the services and programs of the BH division. BH is the largest division with over 100 regular staff and 10 relief staff which help fill in when needed and also cuts down overtime costs. There are now 7 locations with BH staff: Neenah Clinic, Oshkosh Clinic, Crisis Center, Diversion Programs in Orrin King, one substance use disorder counselor at the sheriff department, one crisis specialist with Oshkosh Police Dept and our newest 'drop in center' program on State Street (attached to the County Administration Building). The State Street Center provides positive socialization for consumers with substance use or mental health disorders. Approximately 5,000 consumers were served last year within our division. The BH Clinics in both Neenah and Oshkosh have a psychiatrist, nurse practitioner, nurse, psychotherapist, substance use disorder (SUD)counselor and are able to provide a comprehensive array of services. An intake specialist position was created earlier this year which assists in assessing the person's needs and connecting them with services. We have two teams working with youth and their families meeting in their homes and/or community settings as opposed to the youth/family coming to the office for services. Teams consist of a psychotherapist, SUD counselor and a case manager. Referrals come from our CW division as well as schools. There are two case management teams, one in Oshkosh and one in Neenah, that work mainly with adults with severe persistent mental illness. Staff

assist individuals with unmet needs in order to keep them in the community, providing support and resources. Mental health technicians (MHT) are part of this team and deliver medication and/or observe consumers taking medication to ensure accurate and consistent dosage for those needing extra assistance. Most hours are evenings, weekends and holidays. There are two teams at the Crisis Center which is our 16-bed state licensed community based residential facility (CBRF). One team oversees the facility by processing admissions and discharge paperwork, checking on specific client needs and monitoring the 24/7 crisis hotline. The other team consists of crisis workers that respond in person across the county to assess individuals in crisis and/or as called upon by law enforcement and/or medical personnel. This team assists clients with court procedures and works closely with corporation counsel, hospitals and other contracted providers focusing on immediate safety and service needs. The Clinical Diversion Team, now based out of Orrin King building, supports individuals with diversion programming as an alternative to prosecution. Clients may have bond conditions or may be involved with teen court or drug court. BH division recently assumed the 24/7 drug and 24/7 alcohol programs from the Sheriffs' Department. The goal is to connect consumers with resources and prevent further law violations or involvement with the legal system. Clients are connected to other providers such as Department of Workforce Development for employment resources. This team has a peer support specialist that works primarily with drug court participants. There is a designated SUD counselor specifically for diversion clients. There is also a SUD counselor that is housed at the sheriff department assisting inmates with discharge planning and resources.

**AGENDA ITEM #3: APPROVE MINUTES OF THE AUGUST 1, 2022 HUMAN SERVICES BOARD MEETING**

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

**AGENDA ITEM #4: ACCEPT MINUTES OF THE AUGUST 8, 2022 ADRC COMMITTEE AND AUGUST 9, 2022 SPECIALIZED TRANSPORTATION COUNCIL MEETINGS**

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

**AGENDA ITEM #5: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS**

Bill Topel reviewed placement statistics from July: 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 4.5 ADP with the youth being at 1.0 ADP. Secure Detention is at 1.4 ADP. Foster Care is at 71.5 ADP.

Bill mentioned there is one youth in corrections which will show up on next month's reports.

**AGENDA ITEM # 6: FINANCIAL REPORT**

Janet Rohloff noted that based on July reports the projected surplus is at \$3.96 million with the greatest surplus in operating expenses. Books have closed for fiscal year 2021. The final surplus for the Human Services Department for 2021 was \$4.3 million. Per Bill's report with one youth now being in corrections at a cost of \$1,178 per day, this line item is likely to exceed the budgeted amount as discussed during the

June board meeting. The current year to date total of prior year revenue is \$72,319. An additional \$11,301 was posted in July for Child Care Administration in Economic Support from 2021.

**AGENDA ITEM #7: DEPUTY DIRECTOR REPORT**

Renee is out today.

**AGENDA ITEM #8: DIRECTOR REPORT**

Director Bill Topel reported the budget meeting with the county executive went well and our 2023 Budget was accepted. As this board requested, additional funds were added to cover at least six months placement at Lincoln Hills. We are waiting to hear from County Executive whether the request to replace the oldest van is approved as we had been doing previously. The case manager position for coverage of the 24/7 alcohol program as well as equipment for that program was approved. Bill mentioned he gave a presentation to the County Board regarding the history of Shelter Care program, where we are now, and future plans. Counties are mandated to have a shelter care facility or contract. Lutheran Social Services (LSS) currently owns the facility on Harrison Street in Oshkosh and had previously been providing services but were no longer able to since last November. The facility closed and we contracted with Outagamie County until we obtained licensure. The Department of Human Services (DHS) became licensed earlier this year and reopened in August. We have two Human Services staff along with eleven contracted staff as we continue to recruit for open positions. We plan to purchase the facility from LSS. The building is fully furnished and has been appraised including a few needed updates. LSS is willing to take that into consideration to determine the selling price.

**AGENDA ITEM #9: BOARD MEMBER REPORTS**

Chairman Larry Lautenschlager commented on the smooth budget process as everyone worked to meet the county executive expectations for the department.

With no further business Ralph Harrison moved for adjournment; seconded by Harold Singstock and carried at 4:20 p.m. The next meeting will be held on **Monday, October 3, 2022 at 3:00 p.m. in the Neenah Human Services Building in Room 008.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb