

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

**Minutes**

**DATE:** Monday, December 5, 2022

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

**PLACE:** Neenah Human Services Building Room 008

**MEMBERS PRESENT:** Jeffrey Beem, Ralph Harrison, Chris Kniep, 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 and Pam Bartelt

Vice Chairman Ralph Harrison called the meeting to order at 3:00 p.m.

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

There were no public comments.

Chairman Larry Lautenschlager joined the meeting at 3:01 p.m.

**PROGRAM #2: LONG TERM SUPPORT (LTS) OVERVIEW**

Beth Roberts, LTS Division Manager, shared the various programs and services provided by LTS staff. *Birth to Three* program is a voluntary program that serves children from birth until age three who have a 25% or more delay in development. Elizabeth Wagner is our liaison with services contracted with Valley Packaging Industries (VPI). Elizabeth is also the supervisor for the Family Support team which is a voluntary program that serves families of children with a developmental or physical disability up to age 18 or with a severe emotional disturbance up to age 21. The number of referrals for this program has more than doubled in the past 5 years. This team of 14 staff (7 Service Coordinators and 7 Contracted Service Coordinators) works with families to identify needs and develop a service plan to address these needs which can include respite, home modification, parent training, career development, daily living skills training or other services. Brian Nagler is the supervisor of the Aging and Disability Resource Center (ADRC) which consists of 11 specialists that serve all people 17½ years of age and above. They provide information, assistance, referrals and resources for everyone. Assistance is provided for families interested in *Family Care* or *IRIS*, they assist with completing Power of Attorney documents, they follow up on fall referrals from fire departments and promote prevention classes through Public Health as well as doing memory screenings. The ADRC team participates in outreach activities and events to promote

available services throughout the community. Nicole Davis-Dawald is the supervisor of the Benefit Specialists with a Disability Benefit Specialist (DBS) in the Oshkosh and Neenah office who work with adults age 18-59 when applying or filing an appeal for Social Security. There is an Elderly Benefit Specialist (EBS) in each office, Neenah and Oshkosh, who help people age 60 or older with coordinating benefits such as Medicare, Medicaid and other insurance and Supplemental Medicare plans. Nicole supervises the four Adult Protective Services (APS) staff who do abuse investigations and file petitions for guardianship or protective placements as needed. Nicole also supervises the Dementia Care Specialist (DCS) who provides training and support to the rest of the ADRC as well as in the community regarding dementia care and local programs available. Nicole oversees and coordinates specialized transportation, home delivered and congregate meals, caregiver programs and other Older American Act funded programs. A brand-new program, Homelessness, Eviction and Loss Prevention (HELP), is supervised by Sara Brown. This is a pilot project funded through a grant to coordinate resources that will assist consumers sustain housing stability. The intent is to provide aid prior to people losing their housing. They will assist with completing necessary applications, follow up on what is needed to seek assistance, provide resources in the community and follow up after 3, 6 and 12-month intervals. Please see the ADRC website to learn more at <https://www.co.winnebago.wi.us/adrc> ; click on the Resource Directory.

### **AGENDA ITEM #3: APPROVE MINUTES OF THE NOVEMBER 7, 2022 HUMAN SERVICES BOARD MEETING**

Karen Powers moved for approval of these minutes; seconded by Jeff Beem and carried unanimously. (8-0)

### **AGENDA ITEM #4: ACCEPT MINUTES OF THE NOVEMBER 14, 2022 ADRC COMMITTEE; NOVEMBER 8, 2022 SPECIALIZED TRANSPORTATION COUNCIL MEETINGS**

Harold Singstock moved for acceptance of these minutes; seconded by Karen Powers and carried unanimously. (8-0)

### **AGENDA ITEM #5: 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 at 2.0 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 3.8 ADP with the youth being at 0.2 ADP. Secure Detention is at 2.2 ADP. Foster Care is at 50.7 ADP.

### **AGENDA ITEM # 6: FINANCIAL REPORT**

Janet Rohloff, Administrative Division Manager, shared the projected surplus which is estimated for \$3.6 million at year end. Expenses are as budgeted for. Revenues show an influx due to a \$2.6 million payment in CW for children and family's allocation; \$742,00 that came from the state; with LTS receiving \$413,00 in children's waiver funds. Bill explained that the state tends to give us less money during the first half of the year with the payment for revenues in the second half of the year being much larger. Janet noted that the fall audit was completed with no major issues. The

auditors requested we document the routing of contracts among various staff during contract preparation. Winnebago County has now received over \$1 million in Opioid Settlement Funds. Funds will be used to offset costs associated with the Connect Program with an estimated expense of \$500,000 for 2022.

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

Renee Soroko mentioned we have been working on the Holiday Luncheon coming up December 7, 2022 and will be in person this year. Board members are welcome and encouraged to attend. The end of year brings the annual HIPAA Policy review and there are no changes that will affect our policies this year. Renee asked board members to please email or contact her with any topics of interest for 2023 presentations. Suggestions can be shared any time throughout the year as well.

### **AGENDA ITEM #8: DIRECTORS REPORT**

Bill Topel explained that the Holiday Luncheon is put on by our employee wellness committee - WAVE (We Are Valued Employees). This is provided to thank all employees for their work and support throughout the year. Human Services Board members are invited to join all for lunch, trivia, employee recognition for years of service and other fun activities. 2022 WCHSA Fall Conference was a two-day conference that recently took place in Stevens Point. The spring conference will take place the first week of May 2023 at Osthoff Resort at Elkhart Lake. More information will be shared as available. Bill is now the Vice President of WCHSA and will become President as of January 1<sup>st</sup> for the next two years. One of the roles of this association is to advocate in Madison on behalf of county needs. There will be two opportunities to provide input with one being the end of January at the legislative session of WCA with mental health and crisis being a primary focus this year. In April, Human Services Day at the Capitol will be another opportunity to add our input. More to come. WCHSA Northeast Regional Board Member Group will again start meeting this year between April and June at Fox Valley Technical College. The group consists of Human Services Boards members from surrounding counties to discuss topics of concern. Additional information will be sent once a date is determined. Bill shared that the County Board has approved the purchase of the Shelter Care on Harrison Street, Oshkosh.

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

Harold Singstock mentioned that the Aging & Disability Resource Center (ADRC) management staff are working hard to fill vacancies on the ADRC Committee.

Karen Powers inquired about details for the Wheelchair Wash this summer. Karen shared she sits on a national board which offers grants for educational materials. She received a request from the Chaplin at Lincoln Hills / Copper Lake wanting funds to purchase the book 'The Epic Bible' and they were able to get 36 books. The youth would be able to take these with them when they leave the facility if they choose. Bill shared that he was also contacted about the need for teenage literature at the Shelter Care.

Ralph Harrison shared that he attended the Winnebago County Safe Streets Graduation and it was an amazing presentation. There were five graduates this year which was a wonderful

representation of the positive effect this program has in our community. There have been 189 graduates from this program to date.

Larry Lautenschlager mentioned that Bill, Renee and he attended the WCHSA Fall Conference which was excellent. Circuit Court Judge Darrell Mosley, from Milwaukee, gave a presentation "*Unconscious Bias*" which shared examples of a distorted perception that has been created by the media. Renee will look into the possibility of an agency based training with Judge Mosley.

With no further business Karen Powers moved for adjournment; seconded by Becky Nichols and carried at 4:25 p.m. The next meeting will be held on **Wednesday, January 4, 2022 at 3:00 p.m. in the Oshkosh Human Services Building in Room 33.**

Respectfully submitted by Pam Bartelt, Human Services Department/pb