

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

**Minutes**

**DATE:** Monday, July 17, 2023

**TIME:** 9:00 a.m.

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

**MEMBERS PRESENT:** Jeffrey Beem, Chris Kniep, Larry Lautenschlager, Rebecca Nichols, Karen Powers, Harold Singstock

**MEMBERS EXCUSED:** Ralph Harrison, Rachel Youngquist

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

Chairman Larry Lautenschlager called the meeting to order at 9:00 a.m.

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

There were no public comments.

**PROGRAM #2: REVIEW, DISCUSS AND RECOMMEND 2024 HUMAN SERVICES BUDGET TO COUNTY EXECUTIVE**

Chairman Larry Lautenschlager brought the proposed 2024 Department of Human Services (DHS) budget to the floor for review, discussion, and recommendation to the County Executive.

Human Services Director Bill Topel gave an overview of the budget recommendation process. This year has been challenging with so many moving parts with changes from Madison and requests of the Governor's Office that need to be put in place. The county is also changing over to a new priority based budgeting system that will be in place for next year's budget. In October the county board will review the entire county budget and make recommended changes or amendments. Division Managers will share the proposed targets and the changes they have made in their budget to comply with these targets. We are being asked to maintain a 0% levy increase while incorporating the approved wage increase approved earlier this year for staff; and additional positions being added as contracted staff are brought over to DHS to better serve the community.

Administrative Division: Janet Rohloff, Division Manager

Janet shared that the levy for the 2024 budget is the same as that of the accepted 2023 budget with an additional \$35,000 being requested for the replacement of one of the older county vans. There was a large increase under labor for all divisions due to new positions; additional expenses

approved earlier this year for differential, on-call and beeper pay for our 24/7 facilities; wage adjustments for the reslotting of positions that county board approved in spring 2023; and the normal annual wage and fringe increases. Janet mentioned that 95% of the new position requests are revenue offset resulting in a net cost of approximately \$86,000.

The anticipated revenue increase specific to the admin division is in basic county allocation from the state of \$90,000. Expense changes are reflected in a decrease in telephone costs due to historical trend; a new accounting entry procedure which will be balanced by revenue in Child Welfare; capital outlay for the purchase of a van as our oldest van is 12 years and highest mileage van is over 140,000 miles resulting in recurring repairs; and, computer licensing interfund charge from IT for department computers with the new Office 365 upgrade that was needed.

Behavioral Health Division: Heather Foust, Division Manager; Tammy Steier, Deputy Division Manager

Heather mentioned an increase in revenue in the Comprehensive Community Services (CCS) program due to greater enrollment and improved billing procedures. Funding for the State Opioid Response (SOR) grant will decrease as the state is spreading funds among more counties next year. The Alcohol and Other Drug Abuse (AODA) Block Grant and Mental Health (MH) Block Grant were supplemental funding which will end March, 2024. These grants were increased due to the covid public health emergency which has now ended. Wisconsin Medicaid Cost Reporting (WIMCR) is increasing with the growth of the CCS Program. Due to the partnership with the administrative department finance team, we have been better able to pursue insurance reimbursement. The Opioid settlement funds have helped offset the program costs for our Connect Diversion Program. There have been fewer client placements with most consumers being eligible for insurance. This reduces the cost and need for us to get involved when a person voluntarily goes into an inpatient setting. Our Community Based Residential Facility (CBRF) expense has decreased partly due to the caregiver shortage with less CBRF's available for placement in the area. More is being done through the CCS program providing more intensive in-home services. Position changes in BH include conversion of two current project positions to become permanent full time positions and one part time Psychotherapist position increasing to a full time position.

Chris Kniep joined the meeting.

Child Welfare Division: Annette Beattie, Division Manager

Annette shared that their increased revenue is due to subsidized guardianships with more of our guardianships being approved and paid for by Department of Children and Families (DCF). Youth Aids is related to our Youth Justice programs and we anticipate an increase in funding from the State. The Targeted Safety Support funding from the state is expected to increase. This is used to support families that meet the state criteria to help keep children in the home. The cost for additional placements of youth in Child Residential Care Centers for high level care has increased. The increase in Kinship Care support for providers will be offset by the increase in funding from the Kinship Care Grant. Now that our Shelter Care facility program is run in-house, we can decrease contracted provider costs. Juvenile Correctional Institution cost has been budgeted for 90 days. Our building and maintenance costs have decreased as Shelter Care and Silvercrest facilities are expected to be county owned buildings. Position changes include the conversion of

two project positions to Table of Organization (TO) with one full time and one part time (50%) position. These are needed for the safe operation of the 24/7 youth facility.

Economic Support Division: Ann Kriegel, Division Manager

Ann is not requesting any new positions. The 9 county consortia we are a part of has hired a shared project position which is under the auspices of Winnebago County. An anticipated revenue increase in Income Maintenance is expected based on prior year trends. Grants that were given to community agencies have been reduced or eliminated due to end of the pandemic. Staff will begin using overtime that has been budgeted for as they work with all the changes with unwinding from the pandemic.

Long Term Support: Beth Roberts, Division Manager

Beth mentioned changes in the Children's Long Term Support (CLTS) program which are mandated services that we provide where we are not allowed to have a wait list. The number of children being served has grown exponentially requiring additional staff and services resulting in a substantial increase in revenue through the CLTS Waiver. This mandate is supported 100% by the state. The additional funding related to Covid has ended, decreasing that revenue. Other revenue received to offset the Homelessness & Eviction Loss Prevention (HELP) Program that was funded by the Neighborhood Grant which goes through the end of 2024. Emergency rent assistance expense is used for temporary client assistance via the HELP program with grant revenue offset. LTS division has requested a full time administrative position to aid with the HELP program as they will soon begin advertising and expecting an increase of referrals from the community. The current CLTS Supervisor is a project position being converted to a full time position on the TO. One Lead CLTS position and 12 Specialist CLTS positions are being requested to onboard as DHS staff rather than contracting these positions through Lutheran Social Services as we currently do. This will be a cost savings to the county as well as the state as it is more cost effective to staff our agency rather than use contracted providers. Fifteen positions will be CLTS funded; one will be funded via the Neighborhood Grant, so all new positions requested are revenue-offset.

Karen Powers made a motion to accept the motion on the floor to approve the 2024 Human Services Budget to forward to the County Executive; seconded by Chris Kniep. Motion was approved unanimously (6-0).

Director Bill Topel announced that County Exec Doemel will be recommending that Mark Weisensel be appointed as our citizen member on the Human Services Board. If approved, Mark will be joining us in August.

With no further business Becky Nichols moved for adjournment; seconded by Jeff Beem and carried at 11:30 a.m. The next meeting will be held on **Monday, August 7, 2023 at 3:00 p.m. in the Oshkosh Human Services Building in Room 33.**

Respectfully submitted by Pam Bartelt, Human Services Department.