

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

**Minutes**

**DATE:** Thursday, June 22, 2017

**TIME:** 8:55 a.m.

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

**MEMBERS PRESENT:** Larry Lautenschlager, Jim Koziczkowski, Mike Norton, Harold Singstock, Donna Lohry, Judy Wright

**MEMBERS EXCUSED:** Jerry Finch, Karen Powers

**STAFF PRESENT:** Bill Topel, Mary Fredrickson, Beth Culp, Ann Kriegel, Leo Podoski, Renee Soroko, Gina VandenBranden and Pam Bartelt

Larry Lautenschlager called the meeting to order at 8:55 a.m. with the intent of considering any additional testimony for the Public Hearing.

**AGENDA ITEM #1: PUBLIC HEARING:**

The Public Hearing concluded at approximately 9:30 a.m.

**AGENDA ITEM #2: REVIEW, DISCUSS AND RECOMMEND 2018 HUMAN SERVICES BUDGET TO COUNTY EXECUTIVE:**

Larry Lautenschlager proposed to bring the 2018 proposed Budget to the floor for review, discussion and recommendation to the County Executive.

Bill Topel explained the general budget process and how the staff puts it together. County Executive has asked that we have a true zero impact tax levy as a target for the 2018 Budget for the Human Services Department. This would include all expenses, salary and other fringes. Our department has the possibility of getting additional compensation from the state or federal level which can end up in a surplus. Other departments are being asked to have zero impact budget except for salary and fringes. The intention is to make the budget balance by using any extra revenue in 2018 to cover the salary and fringes for the rest of the county.

Bill Topel addressed the areas of concern Mr. Eisen inquired about. Winnebago County uses the Munis system to create the budget and this system does not identify each program per a line item. In the case of the Drug Court Program, this consists of coordinators, counselors, case managers and contracted services and each of these areas budget for their part in this program. The Second Chance Program is a shared program with the Oshkosh Area School District and they and County Executive decided on the location for the program. Winnebago County pays for a full time aide and a half-time social work position with the school district. Our students have priority getting in this program, but it is the school districts program and they use it for other students as well. The Senior Center /YMCA numbers are pass-through funds from Older American Project from federal government. We would look into any grants or other resources that we could apply for through Human Services in order to increase on in these centers.

Bill Topel shared that the change in staff for the Behavioral Health Division reflects that the full time person was going to do adjusted hours and will now be working part time at 92.5 %.

There is a program that currently has two contracted crisis workers to do crisis intervention in child welfare homes. That program will be brought in-house by January 2018 so the contract will end and they will become paid staff for the agency.

A Peer Support Specialist will be added to the Behavioral Health Division as a full time position. The state provides some funding for this position.

The Administrative Services Division will reflect a part time position that is currently vacant being eliminated.

Bill shared that through a discussion with the Sheriff in regards to the opioid crisis, the Sheriff is asking that we support a full time Alcohol and Other Drug Abuse (AODA) Counselor that would be housed at the jail. That person would be to aid in transitioning a portion of the 15-20 individuals that are released each day. There are about 16,000 admissions every year, not all are Winnebago county residents. They are looking at having someone at the jail to evaluate these individuals 30 days prior to their being released in order to find out what they may need, be sure they are set up with providers and services. This would be new levy funding as there is no grant or reimbursement for these services.

Leo Podoski shared that the governor is proposing to put some more dollars into children and family services. They are also proposing an increase for reimbursement to foster homes. Our county has been aggressive with adding programs to support children and their families locally within our communities.

#### **ADMINISTRATIVE SERVICES DIVISION:**

Mary Fredrickson shared that the job descriptions used in the budget book are still titled with old labels that were changed with the McGrath study. Moving forward they will be Administrative Associates I, III or IV. There are 37 full time and 7 part time staff.

The biggest increase of \$3115 is in the travel area which is due to offering more training to the entire staff. Travel reimbursements will increase in most divisions.

‘Expenses’ shows a change as there will be a computer software program that we currently contract out and will be moving to a new certified product that Information Services has created. There will be an increase in data processing that will be for support systems for this new software program.

There was some carryover money in 2017 in small equipment and small equipment technology. This will be used to purchase mobile units for staff to work more efficiently out in the field. We plan to continue this effort into 2018.

Economic Support and Administrative Services Division employees work mainly in the building at a desk. Focusing on health and wellness issues, there were several standing desks purchased for these workers so they are able to move more and work from sitting or standing position which improves efficiency. More of these desks will be purchased.

#### **BEHAVIORAL HEALTH DIVISION:**

Renee Soroko shared that new to 2018 is a new MA funding source called Community Recovery Services. Expense changes show an increase due to several specialty hospital placements with long term stays at about \$1000 per day. The budget has been increased for 2018 to plan for this need.

Renee mentioned the opioid epidemic in our state. There are federal dollars for a state targeted response in the amount of \$1.8 million. Renee submitted an application for a grant requesting \$350,000 for Winnebago County.

There is a proposed 20.8% increase to cover consumers increasing need for specialty care type placements.

### **CHILD WELFARE DIVISION:**

Leo Podoski shared that the Child Welfare revenue is up a bit due to the reunification grant and more families are meeting the criteria for this support of \$1100 per month per child for up to one year. The family does need to agree to this. The county pays for one-third of the cost and two-thirds is state funded.

There is a \$388,983 decrease in operating expenses which has to do with less out of home placements and some consumers now being served by Long Term Support Children's program. Leo shared the following statistics: May – two in residential care facilities which was down to one at the end of May; family services provided group home – one person; 11 children are in treatment foster care; 90 in regular foster care. Kinship Care continues to impact these numbers as they now are asked to consider becoming licensed.

Bill Topel shared that Child Welfare and Economic Support Divisions, having the highest turnover rates with the youngest staff, will require additional training funds.

### **ECONOMIC SUPPORT DIVISION:**

Ann Kriegel shared Income Maintenance Funding is expected to remain the same in 2018. There are no staffing changes. There has been an increase in travel of 4.6% which would be due to the number of new staff. The state had a federal review this year which results in the review of each county. Winnebago County received a very good review and staff was complimented on doing a good job in all areas.

### **LONG TERM SUPPORT DIVISION:**

Beth Culp shared that the state has increased the Alzheimer's Family Support Program which provides assistance to families are caring for someone with Alzheimer's. The adult mental health Community Options Program (COP) is now funded by a grant that goes directly to Behavior Health.

Additional staff and training needed to address consumer needs regarding finding resources for options available to them reflects as increase in expenses. Number of referrals are increasing for Children's Long Term support as well as the Aging and Disability Resource Center.

Following completion of the budget presentation, Jim Koziczowski moved to approve the proposed 2018 Budget and pass it on to the County Executive; seconded by Donna Lohry.

Jim Koziczowski would like to amend the proposed 2018 Budget and add an AODA Counselor and the approximate cost of \$65,000; Mike Norton seconded this motion; which carried unanimously (6-0).

With no other amendments, Donna Lohry made a motion to accept the Amended 2018 Budget; seconded by Judy Wright and carried unanimously (6-0). (Jerry Finch and Karen Powers were not present for the vote).

With no further business, Jim Koziczowski moved for adjournment at 12:30 p.m.; seconded by Mike Norton and carried unanimously. The next meeting of the Human Services Board will be Monday, August 7, 2017 at 3:00 p.m. at the Oshkosh Human Services Building in Room 33.

Respectfully submitted by Pam Bartelt, Human Services Department/pb