

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

Minutes

DATE: Monday, March 5, 2012

TIME: 3:30 p.m.

PLACE: Neenah Human Services Building, Room 008

MEMBERS PRESENT: Jerry Finch, Jim Koziczowski, Donna Lohry, Mike Norton, Rob Paterson, and Tom Widener

MEMBERS EXCUSED: Jef Hall and Ron Kuehl

STAFF PRESENT: Bill Topel, Ellen Shute, Mary Krueger, and Dorothy De Grace

Jim Koziczowski called the meeting to order at 3:30 p.m. Jim said the "Program" portion of today's meeting would not take place because the presenters were unable to be here.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM #2: APPROVE MINUTES OF THE FEBRUARY 6, 2012 HUMAN SERVICES BOARD MEETING

Mike Norton moved for approval of these minutes; seconded by Donna Lohry and carried.

AGENDA ITEM #3: ACCEPT MINUTES OF THE JANUARY 9, 2012 ADRC COMMITTEE MEETING

Donna Lohry moved for acceptance of these minutes; seconded by Jerry Finch and carried (6-0).

AGENDA ITEM #4: FINANCIAL REPORT

Ellen Shute presented the pre-final report for 2011. Of the \$1.6 million unexpended tax levy amount, \$1,130,186 is for labor. In referring to the Inpatient and Institutional Utilization chart, Ellen said the average daily population (ADP) for juvenile corrections in 2011 was 2.5 juveniles; the ADP for residential care centers in 2011 was 3.7 juveniles, which was below the average of recent years. The ADP for specialty hospitals for adults was 6.1 in December of 2011, and for January 2012 the ADP was at 5; for specialty hospitals for youth under age 22 the ADP for January was .3, which was down from .9 in December.

AGENDA ITEM #5: DISCUSSION AND APPROVAL OF 2012 BUDGET TRANSFER REQUEST FROM THE COUNTY GENERAL FUND OF \$393,019 FOR YOUTH AIDS ALLOCATION & ADMINISTRATION

Bill Topel said the Department of Children & Families announced that the state would be reclaiming about \$9 million back into its budget, which will create a shortfall for many of the counties' youth aids allocations. We budgeted the amount that was previously told us by the state and found that we will be shorted \$393,019 for youth aids allocation and administration. We won't know until the end of the year how that will affect our total budget. Bill asked the Board if they would like to request a budget transfer from the General Fund at this time or wait until the end of the year. Mike Norton moved for the DHS Board to inform the County Board as soon as we can about the shortfall in youth aids allocation and go back to them near the end of the year to make a request for the total amount of money that will be needed; seconded by Jerry Finch. Motion carried unanimously (6-0).

AGENDA ITEM #6: DIRECTOR'S REPORT

Bill Topel said he met with Advocap regarding the two proposed poverty case manager positions for the county. A job description was created, and the job titles will be "Community Resource Specialist." The individuals will serve people who are in poverty to get them connected with local resources. The case managers will develop a database to document the types of contact they have with individuals; the type of services that are requested; their unmet needs; and whether their needs were met in the community. This will give us the information we'll need to network with other agencies and to evaluate the outcome of the positions in six months. The positions will collaborate with a self-sufficiency sub-committee through Advocap.

Bill Topel read a thank you note from Friendship Place in Neenah for the \$10,000 grant they received from our agency.

AGENDA ITEM #7: BOARD MEMBER REPORTS

Donna Lohry reported on her attendance at the recent Wisconsin County Human Services Association Executive Board meeting where there was discussion on the redesign of WCHSA.

Tom Widener also reported that he attended the WCHSA Executive Board meeting and participated in a small group discussion about redesign. Comments from the meeting will be on the WCHSA website.

With no further business Mike Norton moved for adjournment; seconded by Jerry Finch and carried unanimously at 4:45 p.m. The next meeting of the Human Services Board will be **Monday, April 2, 2012 at 3:30 p.m.** at the Oshkosh Human Services Building.

Respectfully submitted by Donna Lohry, Board Secretary

/dd