

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

Minutes

DATE: Monday, March 24rd, 2025

TIME: 2:00 p.m.

PLACE: Oshkosh Human Services Building Room 33

MEMBERS PRESENT: Tom Egan, Chris Kniep, Larry Lautenschlager, Harold Singstock, Mark Weisensel

MEMBERS EXCUSED: Bryan Stafford, Koby Schellenger, Karen Powers, Ralph Harrison

STAFF PRESENT: Bill Topel, Renee Soroko, Annette Beattie, Ann Kriegel, Lindsay Medina, Melissa Hoodie, and Julie Kotajarvi

Chairman Larry Lautenschlager called the meeting to order at 2:01 p.m.

AGENDA ITEM C: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments. Deputy Director Renee Soroko introduced Melissa Hoodie. She has transitioned into Tammy Steier's previous position as Deputy Division Manager in Behavioral Health.

AGENDA ITEM C1: APPROVE MINUTES OF THE FEBRUARY 3rd, 2025, HUMAN SERVICES BOARD MEETING

Harold Singstock moved for approval; seconded by Chris Kniep and carried unanimously. (4-0 / 1 abstention)

AGENDA ITEM C2 & C3: ACCEPT MINUTES OF THE JANUARY 13th, 2025, AND THE FEBRUARY 10th, 2025, ADRC COMMITTEE MEETINGS

Harold Singstock moved for acceptance; seconded by Mark Weisensel and carried unanimously. (4-0 / 1 abstention)

AGENDA ITEM D1: PRESENTATION ON SHELTER CARE SERVICES Annette Beattie introduced Lindsay Medina; the Program Supervisor at Winnebago County DHS Shelter Care. Shelter Care serves Winnebago County youth ages 10-17. There are a variety of reasons a youth may be placed in Shelter Care. Shelter care is intended to be short term, however, there are exceptions. Staff ensure Shelter Care is a home like environment. Lindsay shared a typical day includes daily chores, programming and groups. Services include group activities, recreation, both one on one and group counseling, daily care needs, and other services as necessary. Shelter Care is a 24/7 agency.

AGENDA ITEM E1: DEPUTY DIRECTOR REPORT ON RECRUITMENT AND RETENTION

Deputy Director, Renee Soroko, shared there are 15 current vacancies. Interviews and job offers are ongoing. Elizabeth Wagner is promoted to Long Term Support Manager. Elizabeth has been a supervisor with us the last 10 years. She brings over 20 years of experience in Long Term Support Services.

AGENDA ITEM E2: FINANCIAL REPORT

With Janet Rohloff's absence, Director Bill Topel shared the unaudited 2024 year-end which is not yet final. Current surplus is 3.9% of the budget (\$2,049,760). Expenses, primarily labor, were higher and revenues were slightly lower than previously projected. This accounts for the lower surplus figure. We have outstanding revenue accruals for year end, so this figure is likely to change slightly when books are finally closed. The first 2025-year end projection will be provided in May when we have first quarter information.

In April, auditors will be here. Preparation of the 2026 budget also begins.

AGENDA ITEM F1: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Human Services Director Bill Topel reviewed placement statistics for **December 2024**: Child Welfare (CW) Division – Juvenile Corrections is at 0.0 Actual Daily Populations (ADP). Residential Care Centers are currently at 3.6 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 4.4 ADP with the youth being at 0.4 ADP. Secure Detention is at 2.4 ADP. Foster Care is at 39.1 ADP. Kinship Placements are at 142.0 ADP.

Bill Topel then reviewed placement statistics for **January 2025**: Child Welfare (CW) Division – Juvenile Corrections is at 0.0 Actual Daily Populations (ADP). Residential Care Centers are currently at 3.0 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 4.7 ADP with the youth being at 0.1 ADP. Secure Detention is at 2.6 ADP. Foster Care is at 33.7 ADP. Kinship Placements are at 166.0 ADP.

Next month, Bill will provide an introductory explanation on how to read graphs.

AGENDA ITEM F2: DIRECTOR'S REPORT WCHSA UPDATE

Bill Topel reminded the board that the County Ambassador Day at the Capital Day is this Thursday, March 27th. Since this is in relation to WCA (Wisconsin County Association), topics are specific to Human Services. We will speak with legislatures regarding increased funding in Community Support Program Crisis Services, Birth to 3, and Aides formulas.

AGENDA ITEM G: BOARD MEMBER REPORTS

Larry mentioned he was in Washington D.C earlier this month. He met with 9 legislators and 2 senators discussing, childcare, Reconciliation Bill, Medicaid, as well as several other topics.

With no further business, Chris Kniep moved for adjournment; seconded by Harold Singstock and carried at 3:04 p.m. The next meeting will be held on **Monday, April 28th at 2:00 p.m. in the Oshkosh Human Services Building in Room 33.**

Respectfully submitted by Julie Kotajarvi, Human Services Department/JK