

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

Minutes

DATE: Monday May 6th 2024

TIME: 3:00 p.m.

PLACE: Neenah Human Services Building Room 008

MEMBERS PRESENT: Ralph Harrison, Harold Singstock, Mark Weisensel, Larry Lautenschlager, Karen Powers

MEMBERS EXCUSED: Chris Kneip

STAFF PRESENT: Bill Topel, Renee Soroko, Annette Beattie, Heather Foust, Ann Kriegel, Beth Roberts, Janet Rohloff., Tammy Steier and Julie Kotajarvi

Chairman Larry Lautenschlager called the meeting to order at 3:00 pm.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

PROGRAM #2:

Caregiver Support – Beth Roberts, Long Term Support Division Manager explained programs that support caregivers whether it be a friend, wife, husband etc. The first program discussed is The National Family Caregiver Support Program which is used to assist the caregiver. Examples can be defined as chores, personal care, or a break for the caregiver. There are funds that support grandparents raising their grandchildren. They also have monthly support groups.

The Alzheimer's Family and Caregiver Support Program is similar to the National Family Caregiver Support Program but is for people with a diagnosis of Alzheimer's, dementia, or other brain disorders that will qualify a person for this program. Beth also mentioned the MOSAIC Family Caregiver Support Group that fall support group provides encouragement and a better understanding of caring for a loved one.

AGENDA ITEM #3: APPROVE MINUTES OF THE APRIL 1ST 2024 HUMAN SERVICES BOARD MEETING

Ralph moved for approval; seconded by Karen and carried unanimously. (5-0)

AGENDA ITEM #4: ACCEPT MINUTES OF THE APRIL 8th 2024 ADRC COMMITTEE MEETINGS

Karen moved for approval; seconded by Harold and carried unanimously. (5-0)

AGENDA ITEM #5: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Human Services Director Bill Topel reviewed placement statistics: Child Welfare (CW) Division – Juvenile Corrections remains at 0.0 Actual Daily Populations (ADP). Residential Care Centers are currently at 4.2 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 5.1 ADP with the youth being at 0.4 ADP. Secure Detention is at 2.3 ADP. Foster Care is down to 43.2 ADP. Kinship Placements are at 136.3 ADP.

AGENDA ITEM # 6: FINANCIAL REPORT

Janet Rohloff, Administrative Division Manager, gave an update on the year-end financial report. The auditors made one \$800 adjustment. There is a 3.7-million-dollar surplus for this year. Finance has transferred 3.2 million to general funds. Labor numbers are on budget. Everything else was favorable. Staffing shortages thus labor savings have a significant impact on numbers.

The March 2024 reports the budget will need to be adjusted to replace a van. The \$35,000 quoted last year is not enough to cover that today. There will be a request for that budget adjustment more than likely in June. The projection for this year end is 2.4 million. Most of that is related to labor and may change as positions fill.

AGENDA ITEM # 7: DEPUTY DIRECTOR'S REPORT

Renee Soroko shared we have 17 vacant positions. There was a question whether shift differential pay was offered. Positions are often filled internally so typically; vacancies are entry level positions. Human Resources is considering application changes through Tyler Munis, our current software to expedite applications and easier use. Winnebago County also has job fairs and recruits from UWO as well as internships. While the vacancies create financial savings, there is other costs for consumer needs and taxing existing employees with additional workloads.

AGENDA ITEM #8: DIRECTOR'S REPORT

Bill Topel mentioned the WCHSA Wausau Conference end of April. Mark, Larry, and Harold attended. There were 85 participants which is lower than expected. There will be a survey sent to try to determine why people didn't participate. Next year's conference will be held in Green Bay. There will be meetings discussing top priorities for next year's budget in a couple weeks. There are roughly 50-70 items that will need to be distilled down to the top 5.

Bill discussed Priority Based Budgeting. The county board will be establishing the priorities for the budget. The departments are to finish program descriptions. This will occur between May and June.

The board meeting schedule will be discussed during next month's meeting. There will be new appointed members and elect a new chair, vice chair, and secretary. We'll also discuss where, when, and how the board would like the board meetings to be scheduled.

AGENDA ITEM #9: BOARD MEMBER REPORTS

Harold had a comment on the priority-based budgeting discussion. He is hopeful there will be good communication between the members and the department.

Ralph shared his experience attending drug court and drug court graduation. Drug court is held every Thursday at 9:00 in Branch II which is open to the public. Next graduation is May 23rd at 10am.

Mark shared appreciation as our county promotes WCHSA conferences as he hears others do not.

With no further business Karen moved for adjournment; seconded by Mark and carried at 4:26 pm. The next meeting will be held on **Monday, June 3rd at 3:00 p.m. in the Oshkosh Human Services Building in Room 033.**

Respectfully submitted by Julie Kotajarvi, Human Services Department/jk