

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

Minutes

DATE: Monday, August 25th, 2025

TIME: 2:00 p.m.

PLACE: Oshkosh Human Services Building Room 33

MEMBERS PRESENT: Ralph Harrison, Larry Lautenschlager, Karen Powers, Harold Singstock, Mark Weisensel, KristL Laux, and Walt Ulbricht

STAFF PRESENT: Renee Soroko, Annette Beattie, Heather Foust, Ann Kriegel, Janet Rohloff, Elizabeth Wagner, Kari Kraft and Julie Kotajarvi

MEMBERS EXCUSED: Chris Kniep, Bryan Stafford

Chairman Larry Lautenschlager called the meeting to order at 2:02 p.m. There was a sound issue until 2:20 p.m.

AGENDA ITEM B: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM C1: APPROVE MINUTES OF THE JUNE 23RD, 2025 HUMAN SERVICES BOARD MEETING

Karen Powers moved for approval of these minutes; seconded by Walt Ulbricht and carried unanimously. (7-0)

AGENDA ITEM C2: ACCEPT MINUTES OF THE JUNE 9th and JULY 14th, 2025, AGING AND DISABILITIES RESOURCE CENTER COMMISSION (ADRC)

Harold Singstock moved for acceptance of these minutes; seconded by Mark Weisensel and carried unanimously. (7-0)

AGENDA ITEM D1: MASS CARE SHELTERING - DEPUTY DIRECTOR RENEE SOROKO:

Renee Soroko informed the board that the Human Services Management Team is responsible for mass care emergency sheltering plans in case of a natural disaster. We have developed a response plan specific to Human Services staff roles and responsibilities. Renee shared common tasks i.e., securing a location, establishing a reception center, various stations and services (sleeping, feeding, medical, special needs, etc.) Human Services operated the warming shelter for three weeks December 2022. Ralph Harrison

suggested utilizing The Oshkosh Arena located in downtown Oshkosh. The team is responsible for the first 72 hours until the Red Cross can fully step in. Renee reviewed

AGENDA ITEM E1: REPORT ON RECRUITMENT AND RETENSION – RENEE SOROKO

Renee Soroko shared there are 9 vacant openings within Human Services. Interviews and job offers are ongoing. Annette Beattie mentioned that upon every vacancy, we evaluate whether position needs to be renewed.

AGENDA ITEM E2: FINANCIAL REPORT – JANET ROHLOFF

Janet Rohloff reviewed June financials. There is a 2-million-dollar surplus which will likely be the year end total. Monthly expenses for May are higher than usual because May had 3 pay periods. Revenues may look low because of CLTS (Children's Long-Term Support) vendor change as a third party fiscal administrator. We expect an influx of revenue coming through. Janet mentioned aging county vehicles bring costly repairs. Vehicle damage is also costly. There is one new vehicle on order. Facilities is currently piloting vehicle leasing. This will be evaluated after a few cycle whether it's a better option county wide. Chair Lautenschlager and Vice-Chair Harrison are meeting with Executive budget team to review Human Services changes since June board review.

AGENDA ITEM F1: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS – RENEE SOROKO

Human Services Deputy Director Renee Soroko reviewed placement statistics: Child Welfare (CW) Division – Juvenile Corrections is at 0.0 Actual Daily Populations (ADP). Residential Care Centers are currently at 3.9 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 3.4 ADP with the youth being at 0.5 ADP. Secure Detention is at 3.5 ADP. Foster Care is at 45.7 ADP. Kinship Placements are at 160.0 ADP.

AGENDA ITEM G: BOARD MEMBER REPORTS

Larry Lautenschlager suggested that Elizabeth Wagner share a breakdown about the wheelchair wash held earlier this month. Elizabeth shared they had over 15 chairs which was more than previous years. This was highly advertised in the Oshkosh Herald and on Facebook. There was live music, raffle prizes, and food provided.

Larry Lautenschlager shared he has been reappointed by the new president of NACO to the two standing committees he has been on which include the Social Services and Education as well as Healthy Counties advisory committee.

Larry requested a presentation from Wise Women Gathering Place; non-profit in Brown County that operates a 'Safer Parking' program for next month's meeting.

AGENDA ITEM H1: NEXT MEETING DATE

Monday, September 22nd, 2025

With no further business Karen Powers moved for adjournment; seconded by Ralph Harrison and carried at 3:02 p.m. The next meeting will be held on **Monday, September 22nd, 2025 at 2:00 p.m. in the Oshkosh Human Services Building in Room 33.**

Respectfully submitted by Julie Kotajarvi, Human Services Department/jk