

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

Minutes

DATE: Monday, October 27th, 2025

TIME: 9:00 a.m.

PLACE: Oshkosh Human Services Building Room 33

MEMBERS PRESENT: Chris Kniep, Larry Lautenschlager, Karen Powers, Harold Singstock, KristL Laux, and Walt Ulbricht

MEMBERS ABSENT: Ralph Harrison, Bryan Stafford, Mark Weisensel

STAFF PRESENT: Bill Topel, Renee Soroko, Annette Beattie, Ann Kriegel, Melissa Hoodie, Janet Rohloff, Elizabeth Wagner, and Julie Kotajarvi

OTHERS PRESENT: County Executive Gordon Hintz, Koby Schellenger, Lynnsey Erickson, Steve Binder, Sarah Brown (virtual), Sara Kosmicki (Virtual), Kandis Smith (virtual), Lu Scheer (virtual at the end), Tina Haffeman, Stephanie Holt, Steve Richter and William Van Lopik

Chairman Larry Lautenschlager called the meeting to order at 9:33 a.m.

AGENDA ITEM B: PUBLIC COMMENTS ON AGENDA ITEMS

Steve Binder and Stephanie Holt spoke acknowledged they are in favor of the Safe Parking Initiative possibility in our county.

AGENDA ITEM C1: APPROVE MINUTES OF THE SEPTEMBER 22ND, 2025 HUMAN SERVICES BOARD MEETING

Karen Powers moved for approval; seconded by Walt Ulbricht and carried unanimously. (6-0)

AGENDA ITEM C2: ACCEPT THE MINUTES OF THE SEPTEMBER 8th, 2025, ADRC COMMITTEE MEETINGS

Karen Powers moved for acceptance; seconded by KristL Laux and carried unanimously. (6-0)

AGENDA ITEM D1: WISE WOMEN GATHERING PLACE – KANDIS SMITH

Kandis provided a power point overview of the Safe Parking program in Green Bay that was established in June of 2020. It's a year round program providing a secure, designated location for those living in vehicles. There are several guidelines i.e., parking hours of 6pm – 8am, no permanent structures and no

camping allowed. Services provided include advocacy, referrals to other services, a safe place to sleep, necessities (when available), electrical board and meals (when available). This non-profit organization receives funding from state grants, foundation grants, private donations, and fundraising. The phone number is (920)883-7202 and email SafePlace@WiseWomenGP.org.

AGENDA ITEM D2: CASA ESTHER – SARA KOSMICKI and TINA HAFFERMAN

Sara Kosmicki, Director, stated their non-profit agency is taking the lead on establishing a Safe Parking program for Winnebago County. There are not a lot of shelter options in Winnebago County though they are usually over capacity or have a waiting list. The lack of available shelter options means there is no place to go. This includes families, those with pets, and those with disabilities. Casa Esther is in the early-stage planning process. Today's presentation is meant to start conversations about possible locations and solutions. Tina Hafferman reviewed handouts which outlined what the initiative is, why it's needed, and what needs to happen first. Intended outcomes are service connection, transition to permanent housing, employment, mental health care and medical/dental health care. A guest named Steve shared his story about how the Safe Place Parking helped him. He is an advocate for others with housing needs.

AGENDA ITEM E1: DEPUTY DIRECTOR REPORT ON RECRUITMENT AND RETENTION

Deputy Director, Renee Soroko, shared there are 16 current vacancies which is up a little from last month. Interviews and job offers are always ongoing.

AGENDA ITEM E2: FINANCIAL REPORT

Janet Rohloff stated budget projections are on track through this year. We received a new vehicle allotted in this year's budget. It is a Chevy Traverse and should be able to use the first week of November. The final amount \$200,551.00 of the Neighborhood Investment Grant unspent funds will carry into next years budget.

AGENDA ITEM F1: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Human Services Director Bill Topel reviewed placement statistics for **July 2025**: Child Welfare (CW) Division – Juvenile Corrections is at 0.0 Actual Daily Populations (ADP). Residential Care Centers are currently at 2.2 ADP. Behavioral Health (BH) - Specialty Hospitals for adults is at 3.2 ADP with the youth being at 0.2 ADP. Secure Detention is at 3.9 ADP. Foster Care is at 49.3 ADP. Kinship Placements are at 158 ADP.

AGENDA ITEM F2: DIRECTOR'S REPORT WCHSA UPDATE

Chairman Larry Lautenschlager left early so Karen Powers is facilitating the rest of the meeting. Bill Topel shared that WCHSA has its annual fall conference on December 4th – 5th located at the Jefferson Street Inn, Wausau, WI. This is mainly geared toward directors and staff unlike the annual spring conference which includes board members.

AGENDA ITEM G: BOARD MEMBER REPORTS

KristL Laux mentioned there are several board members working closely with food pantries in anticipation of SNAP benefit delays.

Chris Kneip was pleased the Powerful Tools link was shared in the last agenda. We will continue to share as requested.

Steve Binder summarized with thanking everyone for the Safe Parking program discussion and hopefully it will move forward. Bill Topel mentioned he will work with Larry as the Board Chair for new initiative requests.

Karen Powers announced her church is looking for food pantry donations and pantries have parameters for what can be donated. This is in question. The idea is to see if they will give out more so they can accept more.

AGENDA ITEM G: NEXT MEETING DATE

Monday, November 24th, 2025 2:00 p.m. in the Oshkosh Human Services Building in Room 33.

Respectfully submitted by Julie Kotajarvi, Human Services Department/jk