

Advisory Committee for Children's Voluntary Services

Meeting Minutes

DATE: Tuesday, September 9, 2025

TIME: 12:30 p.m. – 2:00 p.m.

PLACE: Winnebago County Human Services Building, 220 Washington Avenue, Oshkosh, WI, Room 033

PRESENT: In-person: Cindy Schamber (Community Horizons)

Virtual: Angela Wade (Trio Academy), Lisa McCallister (SOAR Fox Cities), Connie Bernier (Omro School District), Tammy Ross (The Sensory Club), Sarah Dunks (Options for Independent Living),

STAFF PRESENT: In-person: Tracey Gehrke, Meghan Presing, Jen Doiron, Rhonda Reinke, Liz Schlosser, Julianne Gohde, Troy Eckes, Bridget Hunter, Hannah Ulwelling, Jenna Stueck, Hailey Reader, Kathy Peters, Marlee Potratz, McKenzie Null, Marissa Lee, Jehna Lashua, Ted Beres. Virtual - Kathryn Runge, Cassandra Miramontes, Hailey Drummond, Rachael Van Dyke, Halle Abernathy, Marleigh Schneeberger, Kayla Mountjoy, Bridget Hunter, Elizabeth Riley, Christina Vawter, Mallory Randall

A. Call to Order: **Tracey Gehrke** called the meeting to order at approximately 12:30 p.m.

B. Approval of May 13, 2025, Meeting Minutes: **Bridget Hunter** made a motion for approval of the May 2025 meeting minutes, seconded by Liz Schlosser, motion carried.

C. Business Items:

1. Presentation – Community Horizons – **Cindy Schamber** and **Jaime Van Handel:**

- Background – Cindy started the company in 2017 with the IRIS Program, in 2019 expanded into Family Care, and in 2025 expanded into CLTS.
- Purpose – Collaborate with family and workers to determine what help is needed in terms of tasks, schedule, etc., and then find qualified applicants by networking in community, colleges, and workers. Education is provided for self-direction on all levels, assist with the fiscal agent process, and onboarding new workers.
- Appleton / Outagamie County – has been very successful, learning the CLTS process and verbiage.
- Q&A – Do you help families find private providers and resources? As long as the service falls under the scope of services information can be gathered and reported back to the family.
- Q&A – Any tips on where to find private providers? We use job boards such as Indeed, along with DWD, Facebook groups, caregivers, colleges for nursing students, social media, and a lot of networking.
- Referral Process: There is a form for making referrals. Demographic and contact information are needed the referral, then a virtual meeting is scheduled to gather fiscal agent and background information. An in-person meeting then takes place at the home to meet with the family and start services. Authorizations are generally done for five hours a week of in-home services. Staff provide education and resources to families and assist with finding providers.

2. Member Sharing:

Tracey Gehrke provided the following updates from Public Health:

- Diaper Bank – diapers are available at two locations for children up to the age of three. Occasionally feminine hygiene products are also available. Required form must be filled out to pick up supplies.
- Back to School Fair was held in August serving approximately 1400 children. Planning for 2027 Back to School Fair will begin after the new year.
- Car Seat Program – Car seats are available for families in need. Convertible seats are provided in place of infant seats due to lasting until children are age four. Program is funded through tax levy and occasional church donations. Pack N Plays up to the age of four are available which comply with weight limit requirements.
- Immunization Clinics continue to be held the second Tuesdays of the month. Clinics have tended to be very full, but this is likely to change with the onset of the new school year. Walk-ins are not allowed. Immunization vaccines are limited due to funding at the state level.

Julienne Gohde reported to be constantly onboarding new providers with approximately five to six new providers being added monthly.

Troy Eckes reported that Youth CCS continues to see a steady flow of voluntary referrals coming in which are appropriate for CCS and CLTS and some are provided with community resources.

Jennifer Long will be supervising therapists for CCS and a new supervisor is starting September 22nd. Numerous cases have recently been transferred from other counties including five children from Fond du Lac County, one from Milwaukee County, and a couple over the summer from Waukesha.

3. Children's COP and CLTS Services – Bridget Hunter

- Referrals – there have been 94 referrals since the last Advisory Committee meeting which is an increase from 74 reported at that meeting.
- Referral to Enrollment Timeline – current average of 59 days from referral to enrollment. This is excellent given the State requirement of 90 days.
- CLTS Staff – There are now 35 CLTS staff consisting of service coordinators, a provider relations worker, quality assurance, admin staff, and three leads.
- Current Enrollments – there are currently around 950 children enrolled.
- Building Updates – Oshkosh staff have moved into the US Bank Building. Neenah North Water Street added a build-out for a third suite, the building is now at capacity, awaiting some desks and chairs yet.
- Staffing Updates – **Jill Butler** is transitioning to the Behavioral Health Unit with her last day with LTS being September 19. **Nicole Hecimovich** has been hired to fill Jill's vacated position. She started Monday in Oshkosh. **Sara Brown** has announced her resignation as supervisor of the HELP Program. As of October 1st, Sara will serve as the executive director of the Heads Up Program which provides assistance to youth aging out of foster care.
- ADRC Newsletter – information contained in the September ADRC newsletter along with the weblink was shared with the committee:
<https://www.co.winnebago.wi.us/sites/default/files/uploaded-files/Sept%202025%20%28FINAL%29.pdf>
- Youth Transition Newsletter – CLTS children ages 14 to 18 (non-typically up to age 22) are considered to be youth in transition. Wisconsin DHS released the following document to provide education to prepare families for the differences when transitioning from the children's

long-term care program over to the adult programs:
<https://www.dhs.wisconsin.gov/publications/p02570a.pdf>.

- Outreach Committee – some of the service coordinators voluntarily put together an outreach committee. The outreach committee met with Birth to Three and Youth Justice staff to share program information and ask questions. Outreach committee staff are also reaching out to schools, looking to educate special ed program teachers and support staff.

4. Birth to Three Services (B-3) – Hailey Reader

- 320 children are currently in the Birth to Three Program within Outagamie and Winnebago Counties.
- Program review report card reflected timely service and meeting the 45-day timeline from referral to enrollment.
- Staffing updates – Hailey reported she accepted the position of Neenah and northern Winnebago County supporting teacher. The intake coordinator position has been filled by **Zoey Mauer**. Due to a retirement, there is a physical therapist position opening for the Menasha area. The opening is posted online on Indeed and the VPI website.
- Operations – Documentation of new enrollments continue to be entered into Luna and ongoing information is now entered into Salesforce.
- Outreach – Increase in outreach including a recent event at the Building for Kids, Menominee Park, and an upcoming Autumn Adventure. Upcoming events are posted on social media accounts.
- All in For Kids Newsletter link was shared as follows:
<https://www.dhs.wisconsin.gov/newsletters/b3aifk2025-02.pdf>

New LTS staff provided self-introductions: **McKenzie Null, Marlee Potratz, Marissa Lee, Kayla Mountjoy, Jehna Lashua, Ted Beres, Meghan Presing.**

Angela Wade reported that Trio Academy in Oshkosh offers an ABA play based therapy after school group for children with an autism diagnosis. There are two after school options that currently have openings: 1) social skills and daily living skills class starting next week held Mondays, Wednesdays, and Thursdays 3:30 – 5:30 p.m. and 2) ongoing respite care from 3:00 – 5:30 p.m. Mondays through Fridays with the exception of Fridays with no school. Trio continues to provide ongoing school consultations. There are openings in their daycare for children ages two to five. Hours are 7:30 a.m. to 5:30 p.m., no diagnosis is necessary. The Trio Young Scholars is a private school for ten students in kindergarten through second grade with an active IEP or service plan.

Tammy Ross updated that the Sensory Club is actively looking at adding a second location in the Oshkosh area. She will update when a new site has been chosen and is ready for opening. Tammy is in the second out of six modules towards certification in the use of Ayres Sensory Integration which will be helpful when providing consultation services as well as education to families on sensory processing.

Sarah Dunks reported that Options for Independent Living provides accessibility assessments in 17 Wisconsin counties. Sarah stated that the waitlist is currently very short of four to six weeks. She encouraged that CLTS families seek to do home modifications prior to transitioning from the CLTS Program into adult services. Options is hosting a sensory friendly accessible Trunk or Treat at their Green Bay location. Options continues to maintain their loan closet containing walkers, wheelchairs, crutches, toilet risers, commodes, etc.

5. CCS/CST Youth Services: No updates to report.
6. 2025 Focus Areas and Committee Role: Previously established goal – the Gaps Committee met virtually to discuss filling some of the large gaps in services. The Gaps Committee compiled a listing of area autism service providers as a resource which is especially helpful to families on waitlists. **Angela Wade** suggested the topic of community outreach to expand community awareness of services available. She is hosting a series of four presentations for the Oshkosh Police Department on interacting with children who have autism. She also provided the presentation to the pediatrics group at Ascension and is willing to share the presentation with other groups or organizations who would find it beneficial.

D. Next meeting dates - 2025: 12/09/2025

E. Adjourn: With no other business, **Tracey Gehrke** requested a motion for adjournment, motion made by Liz Schlosser seconded by Hannah Ulwelling. Meeting adjourned at 1:22 p.m.

Respectfully submitted by Bridget Hunter.