MEETING OF THE
WINNEBAGO COUNTY
DEPARTMENT OF HUMAN SERVICES BOARD

<u>Minutes</u>

DATE: **Monday, June 3, 2024**

TIME: **3:00 p.m.**

PLACE: **Oshkosh Human Services Building Room 033**

<u>MEMBERS PRESENT</u>: Ralph Harrison, Harold Singstock, Mark Weisensel, Karen Powers, Larry Lautenschlager, Koby Schellenger, Bryan Stafford

<u>MEMBERS EXCUSED</u>: Chris Kniep, Joshua Belville (Joshua did attend for a portion via Teams)

<u>STAFF PRESENT</u>: Bill Topel, Renee Soroko, Annette Beattie, Heather Foust, Ann Kriegel, Beth Roberts, Janet Rohloff, Tammy Steier, Amy Geffers

<u>OTHERS PRESENT</u>: Angela Stueck, Douglas Gieryn, Kelly Hinz, Ethan Hollenberger

Chairman Larry Lautenschlager called the meeting to order at 3:0**2** pm.
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<u>AGENDA ITEM #1: WELCOME NEW MEMBERS TO THE COMMITTEE</u>

Larry Lautenschlager opened the hearing by welcoming new members of the committee, Koby Schellenger, Bryan Stafford, Joshua Belville (absent for most of the meeting).

<u>AGENDA ITEM #2: PUBLIC HEARING HUMAN SERVICES PROGRAMS</u>

Chairman Larry Lautenschlager opened the hearing by welcoming those present in the room and virtually via video or phone. Larry explained the intent of the public hearing is to provide an opportunity for public comment Department of Human Services programs. Larry reviewed the guidelines.

The following Public Comments were made:

Angela Stueck of Family Services thanked the department for financial support and collaboration over many years. Kelly Hinz, also from Family Services, is the program manager of the Parent Connection Program in Oshkosh. Parent Connection is a voluntary learning program that strengthens and supports families. Parents are working toward changes for what is best for the children. They have assisted over 114 families this past year. A lot of families face challenges such as housing, food, and unemployment. Kelly thanked the department for the continued financial support.

There were no additional public comments. The public portion remained open until 4:00pm.

AGENDA ITEM #3: APPROVE MINUTES OF THE MAY 6th, 2024 HUMAN SERVICES BOARD MEETING

Ralph Harrison moved for approval of the Human Services Board minutes; seconded by Karen Powers and carried unanimously. (7-0)

AGENDA ITEM #4: ACCEPT MINUTES OF THE MAY 13th, 2024 AGING AND DISABILITIES RESOUCE CENTER COMMISSION MEETING (ADRC)

Harold Singstock moved for acceptance of the ADRC Committee minutes; seconded by Karen Powers and carried unanimously. (7-0)

AGENDA ITEM #5: BUSINESS ITEMS

Election of Officers: Chair, Vice Chair, & Secretary
Karen Powers and Harold Singstock nominated Larry Lautenschlager for Chair seconded by Mark Weisensel with a unanimous vote (7-0). Larry Lautenschlager will remain Chair.
Harold Singstock nominated Ralph Harrison for Vice Chair seconded by Bryan Stafford. The vote was unanimous. (7-0) Ralph Harrison will remain Vice Chair.
Ralph Harrison nominated Karen Powers for Secretary seconded by Mark Weisensel. It was a unanimous vote (7-0). Karen will remain Secretary.

Connect Diversion Programs/Safe Streets presentation by Heather Foust, Behavioral Health Division Manager, Tammy Steier, Deputy Diversion Manager, and Amy Geffers, Clinical Diversion Program Supervisor.
Safe Streets is geared towards supporting participants and maintaining a drug/alcohol free life.
Connect is a program that ensures that anyone who seeks help receives resources and services they need. The 11 programs include: Drug Court, Teen Court, DHS Diversion, Jail Reintegration, Substance Use Services, Peer Support, 24/7 Drug, SOAR, 24/7 Alcohol, Safe Streets Resource Team, and Mental Health Court. Each program was briefly explained.

The next business item is a request to transfer funds from Operating Expenses to Capital Outlay to increase the amount available to purchase a replacement vehicle for the DHS fleet. The DHS fleet consists of 10 vans. The oldest van needs to be replaced. The vehicle purchase was approved for this year's budget however, the cost has increased hence the transfer request. There is no additional levy. Mark Weisensel moved for approval, seconded by Harold Singstock. Unanimous vote. (6-0) One supervisor left the room briefly and wasn't present for voting.

Last business item is approval of four positions in the Long-Term Support Division. Additional positions will serve children who have intellectual, physical, or other developmental issues. Normally positions are added during the regular budget cycle, however, families seeking assistance have increased faster than staff availability. There are currently 23 staff and 2 supervisors. Request to add 3 case management staff and 1 supervisor. Karen Powers moved for approval seconded by Mark Weisensel. The vote was unanimous. (7-0)

AGENDA ITEM # 6: FINANCIAL REPORT

Janet Rohloff, Administrative Division Manager, shared the financial report for the month of April. Labor is still favorable as well as travel and capitol. Operating expenses are projected to go over due to high-cost placements due to high acuity clients with significant service needs.

AGENDA ITEM # 7: DEPUTY DIRECTOR'S REPORT

Deputy Director, Renee Soroko, shared current 20 position vacancies across the department. Recruitment continues to be challenging however, certain positions have had increased applicants recently.

AGENDA ITEM #8: DIRECTOR'S REPORT

Director Bill Topel updated regarding biennial budget and state departments are deciding what to prioritize.

AGENDA ITEM #9: INPATIENT & INSTITUTIONAL PLACEMENT STATISTICS

Human Services Director Bill Topel reviewed placement statistics: Child Welfare (CW) Division – Juvenile Corrections is 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 remaining at 0.4 ADP. Secure Detention is at 1.8 ADP. Foster Care is 43.7 ADP. Kinship Placements are at 136.0 ADP.

AGENDA ITEM #10: NEXT MEETING DATE

Larry Lautenschlager asked to switch the agenda items and discuss the next meeting date/time first. There is a request to change due to Supervisor Belville unable to attend on Mondays. After discussing several options, Harold Singstock moved to keep the date and time as is seconded by Koby Schellenger. Larry moved to change the time to 2:00 pm instead of 3:00 pm. After further discussion, Karen Powers moved to amend the time to 2:00 pm on the first Monday of each month seconded by Harold Singstock. This time will not work for Joshua Belville who has now joined virtually via teams. He opted to leave the committee so as not to disrupt current schedules. Larry motioned to have all meetings located in Oshkosh. Harold Singstock moved to accept, seconded by Mark Weisensel. An additional meeting was scheduled to review 2025 proposed budget on July 29th.

AGENDA ITEM #10: BOARD MEMBER REPORTS

Larry Lautenschlager mentioned the wheelchair wash which will be held at J & R Auto Service located at 629 N Main Street in Oshkosh on Saturday, August 10th from 10:00 am to 1:00 pm.

Larry will also attend NACO's (National Association of Counties) annual convention in July.

With no further business, Karen Powers moved for adjournment; seconded by Bryan Stafford and carried at 5:32 pm. The next meeting will be held on **Monday, July 29th at 9:00 a.m. in the Oshkosh Human Services Building in Room 033.**

Respectfully submitted by Julie Kotajarvi, Human Services Department/jk