



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, January 25, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter listed on the Agenda.
3. Approval of Minutes.
4. Education Topic: Intensive Outpatient Program for Substance Abuse Services – IOP Staff Members.
5. Financial Reports through November, 2017 and Statistical Reports through December, 2017 – Patricia Dodge.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: January 18, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, January 25, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Baumann, Cavanaugh, Henrickson, Nasep, Ruggirello.

Board Members Excused: Burke, Waack, Williams.

Board members absent: Agnew.

County Board members present: None.

County staff present: Dodge, Garceau, Fure, Latva, Randolph.

PUBLIC COMMENT:

Maura Yost spoke on the topic of substance abuse services. Ms. Yost attended a WIRCO event, the documentary film “Anonymous People”. She stated that the film was about the 23.5 million Americans living in long-term recovery from substance addiction.

Ms. Yost stated that the film was shown at St. Paul’s hall and was filled to capacity. She was glad to see local recognition of the situation the county is facing.

Ms. Yost stated that there are community leaders concerned about the county’s declining population. According to the Vision 2022 research, the county population is forecasted to decrease by 2% by 2020 and 3% by 2040. Ms. Yost referred to other points in the results of the research.

Ms. Yost gave information on other events coming up that will support recovery services.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY BAUMANN TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

INTENSIVE OUTPATIENT PROGRAM FOR SUBSTANCE ABUSE SERVICES:

Jason Latva, Treatment Alternatives and Diversion Coordinator, provided information on the changes that have occurred since he began with the agency a year ago. The Intensive Outpatient program started in September and is a 7 week program. This is an evidence-based practice which the state of Wisconsin wants agencies to use.

Moral Recognition Therapy is also being used. There aren't a lot of counties using this yet. The person who created the treatment trains other people. There are various steps in the program and the group is responsible for determining if an individual member of the group should move to the next step. There isn't a set time line for progression. There were 8 staff members who received training in this therapy.

Most of the people requiring these therapies have an underlying mental health issue. The goal is to develop programs so that clients can get what they need from one agency. Family members attend group sessions every other week to assist with establishing supports for the member.

Therapists assist with getting members into support groups such as Alcoholics Anonymous and Narcotics Anonymous and community support groups. The new programs were established to meet the needs in the community.

A board member asked if there are enough doctors to assist with helping members become sober. Jason explained that Vivitrol is being used for every client. This drug stops the receptors in the brain that produce the high from narcotics. The Psychiatric Nurse administers the monthly injection. Combined with other treatment, the members will hopefully not have urges to use drugs. There are a mix of clients and they do not have to be court ordered to be in the programs.

A board member asked if all of the police departments are aware of these programs. Most of them are. According to state regulations, an open group can only have 8 members at a time. Once someone graduates, another person can join that group. Twelve people have graduated since the programs began. If a person drops out, they are required to wait 60 days to re-join. There isn't a wait list for services right now. Groups can be conducted with less than 8 people. For follow-up, surveys will be sent at the one year, two year, and three year marks.

FINANCIAL REPORT THROUGH NOVEMBER AND STATISTICAL REPORTS THROUGH DECEMBER, 2017:

Patricia Dodge discussed the areas of the budget that are projecting to be over budget at this point. The placements at Mendota and at Winnebago Mental Health Center continue to be higher than anticipated during the year.

Each year the state allows deobligation and reobligation from counties who haven't used all of their allocations in the children's waiver programs and in Birth to Three. The final expense reports are due to the state in March and then counties are notified of their potential additional funding in June of the next year.

A board member asked about the potential closing of the Lincoln Hills and Copper Lake facilities for juveniles. The Governor has announced a plan to close the two facilities and establish five regional facilities in their place. This is to give family members an opportunity to remain in touch with the juveniles and to improve programming and outcomes.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

A board member stated that there was an article in the LaCrosse Tribune regarding pending new foster care laws regarding college tuition assistance. The regional Independent Living agency assists with applications for scholarships of \$5,000.00 that students living in foster care are eligible for. That assistance may increase to \$30,000.00. Nancy Randolph stated that there have been about three children in the past 10 years who have applied for this grant.

Very often, foster children are not ready to attend college at the age of 18 but some are ready later. A board member asked how many foster children go on to college and Randolph stated that it is a low number.

A board member asked if our county would consider sending a resolution to the state legislature in support of the 13 new bills introduced relating to supporting the foster care program. Bob Ziegelbauer stated he will work with Jack Nasep on the bill numbers and whether we can send a resolution to the state.

Bob Ziegelbauer provided handouts of the secure detention report and the unemployment report through December.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Patricia Dodge provided information on various agency activities. Dodge will attend the Regional Human Services Department Directors' meeting in Green Bay tomorrow. Agenda items include updates from the Department of Health Services and the Department of Children and Families, reimbursement for emergency detention transportation, and a general discussion on Birth to Three program county expenditures.

Work is being done on the county's Civil Rights Compliance plan with the Personnel Department and other departments who are required to have one. This plan is required to be updated every few years.

The agency is in the process of implementing the Avatar software upgrade. Training of the Community Support Program staff will begin next week covering the basics, forms, and service codes. The Go Live date is scheduled for early February. Other programs will follow after this initial program is on line.

There is an Organizational Effectiveness process scheduled for February 1st and 2nd for the Wisconsin County Human Services Association. Dodge is an Executive Board member for the association and will attend this session. This process is intended to strengthen the association's structure and outcomes.

The purpose of WCHSA is to assist with policies that impact county HSDs. There are four policy advisory committees and some of our staff members are members of these committees.

The Fostering Futures Initiative is a continuation of the Trauma Informed Care project that our agency began a few years ago. Lisa Stephan and Stacy Ledvina are leading the FFI team. They will present information regarding the initiative at the HSD board's February meeting.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, February 22, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY RUGGIRELLO, SECONDED BY NASEP TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:36 P.M. MOTION CARRIED.

Respectfully submitted,

Rick Henrickson, Temporary Secretary
Human Services Board
RH/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, February 22, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter listed on the Agenda.
3. Approval of Minutes.
4. Education Topic: Adult Protective Services Program Update and Challenges – APS Staff.
5. Request to Add 1 Full Time APS Position – Lori Fure.
6. Request to Combine Two.5 Mental Health Therapist Positions to 1 Full Time Position – Lori Fure.
7. Financial and Statistical Reports through January, 2018 – Patricia Dodge.
8. Questions from Board Members on the Status of the Human Services Department.
9. Director's Report on Agency Operations – Patricia Dodge.
10. Set Next Meeting Date.

Date: February 13, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT

BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, February 22, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Cavanaugh, Henrickson, Nasep, Ruggirello, Williams.

Board Members Excused: Burke, Waack.

Board members absent: None.

County Board members present: None.

County staff present: Dodge, Garceau, Fure, Randolph, Sturzl, Weina, Ziegelbauer.

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY RUGGIRELLO TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

ADULT PROTECTIVE SERVICES PROGRAM UPDATE AND CHALLENGES:

Lori Fure, Deputy Director of Clinical Services, explained that the purpose of the Adult Protective Services unit is to investigate physical, emotional, and financial abuse as well as sexual abuse, neglect, and self-neglect of elders and vulnerable adults.

The populations served are elders (anyone 60 years of age or older), and those 18 and over with physical disabilities, developmental disabilities, mental illness, and substance use disorders. The vast majority of referrals are a combination of the above.

The referrals come from several sources including family members, the medical community, friends, attorneys, and others. The Adult Protective Services staff members also investigate caregiver misconduct, establish protective placements, set up guardianships and review them, and complete annual Watts reviews for the state.

The biggest challenge is finding placements for people with aggressive behaviors and criminal histories. There is no ongoing APS unit so the cases are kept open and ongoing until the situation is resolved. At present the team is only able to respond to immediate safety needs and actions required to meet court deadlines.

There have been four full time APS workers since 1990. The population of people over the age of 85 in the county has increased by 63% since then. APS referrals have doubled since 2009. APS workers must respond to all new referrals within 24 hours. The current average is four new referrals per week and we are able to close one case per month. There were 80 new guardianships in 2017. There are currently 96 protective placements and 29 of those are out of county in places like Spooner, Madison, Juneau, Brookfield, Oconto, Fond du Lac since there no resources for these people within Manitowoc County. The financial abuse referrals have increased in part due to the opioid crisis. These referrals are very time consuming. In addition to the increased number of referrals, the severity and complexity of the cases has steadily grown.

Shannon Becker is employed with Corporate Guardians of Northeast Wisconsin and gave examples of the severity of cases they deal with and stated that they are required to report back to the court on their findings. Shannon explained how they assist the APS workers with referrals.

Board members asked what types of facilities are outside of the county. Some provide 24 hour care, some are large facilities and some are individualized. A board member asked about the aggressiveness of the people being referred. Some have resulting traumatic brain injury due to drug use in the past and now they can be angry and aggressive. For people over the age of 85, approximately ½ will have dementia. Sometimes family members don't want to assist or they have a criminal history and can't do it.

A board member asked what a new position would do. It would address the imminent safety needs of many and help to prevent high cost gero-psychiatric placements.

REQUEST TO ADD ONE FULL TIME APS POSITION:

Lori Fure requested to add 1 full time APS position to the agency's roster to address the needs of the county residents. The cost of the position would be covered by savings from unfilled positions as well as an unbudgeted increase in state Basic County Allocation revenue funding.

A MOTION WAS MADE BY WILLIAMS, SECONDED BY BAUMANN TO ADD A FULL TIME APS SOCIAL WORK POSITION TO THE AGENCY ROSTER. AFTER QUESTIONS AND DISCUSSION, MOTION CARRIED.

FINANCIAL AND STATISTICAL REPORTS THROUGH JANUARY, 2018:

Patricia Dodge discussed the areas of the budget that are projecting to be over or under budget at this point. Since there is only one month of activity to project from, there isn't a trend started yet.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

A board member asked if we see an increase of people with opioid addictions during pregnancy. Manitowoc County is the 12th highest in the state for numbers of babies born with an addiction to a substance. Three years ago the county was 3rd highest in the state. The numbers haven't improved but other counties' numbers are increasing. This population takes priority for services if they are willing to accept them.

Jack Nasep provided information on the 13 current bills related to foster care in the state legislature that are pending approval.

Board members discussed the foster care picnic which is scheduled for June 21st in Newton. Jim Baumann and Mike Williams are working on obtaining passes, gift cards and other prizes for the foster parents. Contact Mike or Jim if you have items to donate.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Patricia Dodge provided information on various agency activities. We are working on getting access for staff members to contact their clients by text. Texting provides a higher response rate than leaving messages on phones. We will be testing flip phones for 90 days to see if they are suited to this purpose. They cost one cent per phone and then \$8.00 for every 500 minutes.

Lori Fure and Clinical Services staff have applied for an Extended Opioid Grant for \$244,305.00 to address the needs of an increased number of people in the community with addictions. The award letters should be sent soon.

Bob Ziegelbauer received a letter from the Wisconsin Department of Children and Families thanking the Economic Support staff for providing high quality services to Wisconsin Shares families in 2017. Many policy and system enhancements occurred in the child care program at the federal and state levels during the year and our Economic Support staff worked hard to implement the changes and to keep up with the accuracy requirements. Thank you to the E.S. team!

Brown County is conducting a study regarding their current use of the Juvenile Detention facility. Due to overcrowding, the county used this facility for their adult prison population. Now they are looking at building additional adult jail space and converting the former juvenile facility back to what it was. They are inviting other counties to attend a meeting to determine if there is a need for these type of juvenile services and staff from HSD will attend.

Patricia notified board members that Stacy Ledvina, Youth and Family Services Supervisor, and Stephanie Willis, YFS social worker will attend the 2018 Kids at Hope Masters Institute in Phoenix, Arizona from May 5th through the 11th. Kids at Hope is an initiative with the philosophy that all kids are capable of success, no exceptions. The cost will be funded by an Early Intervention Grant.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, March 22, 2018 at 4:45 p.m. Bob Cavanaugh will chair the meeting since Rick Henrickson will not be able to attend.

ADJOURNMENT:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY BAUMANN TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:45 P.M. MOTION CARRIED.

Respectfully submitted,

Rick Henrickson, Temporary Secretary
Human Services Board
RH/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, March 22, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter listed on the Agenda.
3. Approval of Minutes.
4. Education Topic: New Process for Permanency Hearings with Termination of Parental Rights cases – Lane Kinzel.
5. Financial and Statistical Reports through February, 2018 – Patricia Dodge.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: March 15, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

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**MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT
BOARD MEETING MINUTES
AMENDED 4/26/2018**

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, March 22, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Nasep, Williams.

Board Members Excused: ~~Burke~~, ~~Henrickson~~, Ruggirello, Waack.

Board members absent: None.

County Board members present: Brey.

County staff present: Dodge, Fure, Kinzel, Ziegelbauer.

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

NEW PROCESS FOR PERMANENCY HEARINGS WITH TERMINATION OF PARENTAL RIGHTS CASES:

Lane Kinzel, Children and Family Services Supervisor, stated that there are 70 cases of children in court-ordered out of home care and 32 of these are placed with relatives. The ages of these children range from newborns to age 18. The staff strive for placements with relatives since the children already know them and it is a way to stay connected with their family.

The family placements result in more guardianships. Manitowoc County is the third highest county in the state in numbers of guardianships with relatives.

The Assistant Corporation Counsel assisted with changes to the regular permanency plan process. This includes a 6 month check-in for each child and then staff can move ahead with permanency plans sooner. The average stay is 9 months in out of home care but this should be reduced with the new permanency plans.

There is a forum coming up on May 2nd that will provide information to relatives on how to obtain supports and services for children placed with them, as well as what is in the best interest of the child. First Lady Tonette Walker, DHS Secretary Eloise Anderson, Two Rivers Public School District Administrator Lisa Quistorf and Lane Kinzel will be members of the panel. Legislator Paul Tittl is assisting in arranging the forum.

Board members asked about progress made on obtaining opioid grants to assist parents with addiction issues. Lori Fure has applied for additional grant money but it has not been awarded yet. Access to psychiatrists is needed for the parents but there is a shortage of this resource.

Churches are assisting with the Drug Court needs and there is a sober living facility opening soon. They could possibly assist families with their addiction challenges. WIRCO is a recovery center opening soon in the Lakeshore CAP building.

FINANCIAL AND STATISTICAL REPORTS THROUGH FEBRUARY, 2018:

Patricia Dodge discussed the areas of the budget that are projecting to be over or under budget at this point. The projection is at or near break-even with the budget at this point.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

Bob Cavanaugh, Vice Chair, presented certificates to Jack Nasep and Melvin Waack in appreciation of their committee membership and support of the Human Services Department. Both county board members' terms will end in April.

A board member provided information on a Disability Resource Fair that will be held on April 17, 2018 at Madison Elementary School in Manitowoc from 5:30 – 7:30 p.m. There will be several exhibitors providing information on resources for parents and families.

There will be a Parent Café on April 24, 2018 at First Reformed United Church of Christ in Manitowoc. This is for parents to meet other parents of children with special needs in order to share, listen and collaborate.

A board member asked about the federal budget being passed for more funding for the opioid crisis and how that affects Human Services' budget. We have not been notified of any new opportunities for grants or funding yet.

Board members discussed whether the public comment item on the agenda should be changed from "Public Comment on any Matter listed on the Agenda" to "Public Comment" only. After a 3 to 3 tied vote, the matter was tabled until the next meeting of the Human Services Board.

Bob Ziegelbauer distributed the Secure Detention Summary Report for February and the Unemployment Report for January.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Patricia Dodge provided information on various agency activities. Since April is National Child Abuse Prevention Month, the County Board presented a proclamation encouraging prevention of child abuse and promoting health families at the March county board meeting.

The Children's Safety Network of Manitowoc County will present the 6th annual Hands Around the Courthouse event on April 18, 2018 at 4:42 p.m. There will be a speaker and a children's choir.

The Children's Safety Network of Manitowoc County and the Lincoln Park Zoological Society will present the Superhero Family Fun Night event on Friday, April 27, 2018 from 5:00 – 7:00 p.m. at the Lincoln Park Zoo. There will be several activities to encourage prevention of child abuse.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, April 26, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:40 P.M. MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board
LB/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, April 26, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter listed on the Agenda.
3. Approval of Minutes.
4. Education Topic: Fostering Futures Initiative Information – Lisa Stephan.
5. Financial and Statistical Reports through March, 2018 – Patricia Dodge.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: April 17, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

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MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, April 26, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Geimer, Henrickson, Nasep, Williams.

Board Members Excused: Ruggirello.

Board members absent: None.

County Board members present: None.

County staff present: Dodge, Fure, Randolph, Stephan, Ziegelbauer.

New county board member Tye Geimer and Jack Nasep (changed from county board member to citizen member) were welcomed to the board.

PUBLIC COMMENT:

Cindy Oswald and Jackie Rockelwitz are two Grandmothers who are currently raising Grandchildren due to the substance abuse issues of their children. Along with state Representative, Paul Tittl, they have organized an event that will be held in Manitowoc on May 3rd called "In the Best Interest of the Child." This is a seminar to focus on the innocents in the opioid crisis.

Featured speakers will be Tonette Walker, Wisconsin's First Lady, Eloise Anderson, Secretary of the Department of Children and Families, Julie Poehlman-Tynan, PhD Center for healthy Minds and U.W. Madison Professor, and Elizabeth Hudson, Director of the Wisconsin Office of Children's Mental Health. There will be a panel discussion with Lane Kinzel, HSD Social Work Supervisor, Julie Ribley, Director of CASA Manitowoc, Lisa Quistorf, Two Rivers Public Schools Superintendent and Jerilyn Dietz, Manitowoc Attorney and Guardian Ad Litem.

APPROVAL OF MINUTES:

The minutes from the March 22, 2018 meeting were amended to include Supervisor Henrickson as Excused and remove Laurie Burke's name from the Excused category as she was listed in two places.

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO APPROVE THE AMENDED MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

FOSTERING FUTURES INITIATIVE INFORMATION:

Lisa Stephan, Children's Waiver/Birth to Three Supervisor, presented information on the Fostering Futures Initiative that is being implemented in the agency. Fostering Futures began in 2011 as an initiative of Wisconsin's First Lady, Tonette Walker to raise awareness of how childhood trauma can dramatically shape a person's life. This initiative has grown over time to become a collaboration among many different organizational partners who share a common vision to prevent and reduce childhood trauma while working to improve the health and wellbeing of Wisconsin's children and their families.

Fostering Future's vision is that all Wisconsin children and families are thriving in nurturing communities: individuals, communities and government integrate trauma-informed, strength-based principles into their relationships, culture, policies and practices promoting safe, stable and nurturing relationships.

Trauma Informed Care provides a new perspective where those providing the support shift from asking "What is wrong with you?" to "What has happened to you?" This change reduces the blame and shame that some people experience when being labeled. It also builds an understanding of how the past impacts the present, which effectively makes the connections that progress toward healing and recovery.

There were several counties who were accepted in the first two phases of establishing the initiative with the assistance of the state's Office of Fostering Futures. Our agency was accepted in the third round of the initiative and we were assigned a coach to help guide our core team. There are 12 members of the core team make up of HSD staff, the county's Personnel Director, a very active Foster parent, a consumer of HSD's services, and a community service agency representative.

The team works with Guiding Principles and Key Assumptions and meets regularly to work on incorporating those principles into the services that Human Service provides. The goal is to create a trauma informed culture and organization to reap the benefits of a healthier, happier, more productive county and state.

Board members asked questions related to the initiative, the timeline, and what resources will be developed or made available.

FINANCIAL AND STATISTICAL REPORTS THROUGH MARCH, 2018:

Patricia Dodge discussed the areas of the financial statements that are projecting to be over or under budget at this point and explained how the costs are projected. Chronically Mentally Ill placements continue to be highly utilized and this is a high cost area.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

A board member asked if there are any children about to age out of foster care and if there is any help for them to obtain living skills. There are two right now and there is a worker who provides Independent Living skills beginning at age 15.5 to children in care. There is state money available for foster care children to attend college. Many children aging out of foster care could benefit from a program to prepare them for higher education.

A board member stated that children with disabilities have a transition plan when they age out of high school. Now the schools are including all students.

Voting for new board officers will be conducted at the next board meeting.

Bob Ziegelbauer distributed the Secure Detention Summary Report and the Unemployment Report for March.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Patricia Dodge provided information on various agency activities. Lori Fure was invited to present information at the biannual meeting of the Comprehensive Community Services program hosted by the Department of Health Services. Lori was a member of a regional group that developed a reporting toolkit to meet the reporting and paperwork requirements of C.C.S. The meeting posted record attendance.

May is National Foster Care month and our foster care staff have organized several events. The Foster Care Month Kick-Off will be held on April 30th at HSD. Foster parents, children, staff and community members will "plant" a pinwheel on the lawn for each child in court-order out-of-home care placements. Currently there are 72. There will also be an awards ceremony and games with prizes for the children. Dinner will be provided and board members are welcome to attend.

The Foster Care recruitment lawn signs can be checked out for display for the month. There was a proclamation by the county board on April 24th received by foster care staff and foster parents Connie and Mark Kimmes who gave a brief presentation on what they do.

There will be a Breakfast Club radio show, a foster parent retention event, and a Be My Guest radio show. The annual foster care picnic will be held on June 21st at the Newton Firefighters Park. HSD board members and Backpack Buddies have been collecting appreciation gifts for foster parents to be given out at the picnic.

Stacy Ledvina nominated the Youth Wellness Center program for an award by cFive, a provider of software that connects innovative community supervision agencies with the information they need to reduce recidivism, improve lives, and keep communities safe. Stacy was notified that her entry is one of three finalists nationwide. The award is a free registration fee for the American Probation and Parole Association Annual Training Institute in Philadelphia along with a voucher for air fare.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, May 24, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:50 P.M. MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board
LB/pd



MANITOWOC COUNTY
HUMAN SERVICES BOARD
2ND AMENDED MEETING NOTICE

DATE: Thursday, May 24, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter listed on the Agenda.
3. *Election of Officers.*
4. Approval of Minutes.
5. *Discussion and Vote on Changing the Public Comment Statement.*
6. Education Topic: Updates and Outcomes in the Drug Court – Related Programs – Jerry Mutchie.
7. Financial and Statistical Reports through April, 2018 – Patricia Dodge.
8. Questions from Board Members on the Status of the Human Services Department.
9. Director's Report on Agency Operations – Patricia Dodge.
10. Set Next Meeting Date.

Date: May 17, 2018

Amended: May 22, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, May 24, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Geimer, Henrickson, Nasep.

Board Members Excused: Ruggirello, Williams.

Board members absent: None.

County Board members present: None.

County staff present: Dodge, Fure, Joas, Mutchie, Ziegelbauer.

PUBLIC COMMENT:

No public comment.

ELECTION OF OFFICERS:

A MOTION WAS MADE BY BAUMANN, SECONDED BY BURKE TO NOMINATE SUPERVISOR HENRICKSON AS CHAIR OF THE HUMAN SERVICES BOARD. A MOTION WAS MADE BY CAVANAUGH, SECONDED BY BAUMANN TO CLOSE NOMINATIONS AND CAST A UNANIMOUS BALLOT FOR HENRICKSON. MOTION CARRIED.

A MOTION WAS MADE BY BAUMANN, SECONDED BY BURKE TO NOMINATE CAVANAUGH AS VICE CHAIR OF THE HUMAN SERVICES BOARD. MOTION CARRIED.

A MOTION WAS MADE BY BAUMANN, SECONDED BY HENRICKSON TO NOMINATE BURKE AS SECRETARY OF THE HUMAN SERVICES BOARD. MOTION CARRIED.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY AGNEW TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

DISCUSSION AND VOTE ON CHANGING THE PUBLIC COMMENT STATEMENT:

This item was tabled from a previous meeting due to a tie vote.

The board members discussed the possibility of changing the wording of the current agenda item regarding public input. Board members agreed to have the county rule regarding public input posted on the resource table at each meeting for reference. There will also be sign in sheets available.

A MOTION WAS MADE BY AGNEW, SECONDED BY BURKE TO CHANGE THE REGULAR PUBLIC COMMENT AGENDA ITEM TO READ “PUBLIC COMMENT ON ANY ITEM RELATED TO THE HUMAN SERVICES DEPARTMENT” AND TO FOLLOW COUNTY BOARD RULE 20(b) WHICH STATES “THE PERSON PRESIDING AT A MEETING MAY REQUIRE THAT A NONMEMBER WHO WISHES TO SPEAK MUST PROVIDE THE NONMEMBER’S NAME, ADDRESS, AND TOPIC PRIOR TO THE START OF PUBLIC COMMENT.” MOTION CARRIED.

UPDATES AND OUTCOMES IN THE DRUG COURT-RELATED PROGRAMS:

Jerry Mutchie, AODA Counselor, provided information and statistics on the Drug Court Program and Intensive Outpatient Programs that were recently started.

There have been 14 participants in the Drug Court program since September, 2017. There are 4 clients in Phase 1; 5 in Phase 2; 3 in Phase 3; and 1 in Phase 4.

Participants are required to call in daily to see if they are scheduled to provide a urine screen. There has been nearly 98% compliance or attendance for that part of the program.

Last month over 50 hours of community service were completed. Seven community support meetings were chaired by participants and 180 meetings were attended, not including church or bible study. Eight out of the 14 have become active in their church.

Seven of the 14 participants are working, 5 of those are full time with benefits. Staff have partnered with a few local manufacturing companies to help set up employment programs for people in recovery. Four of the participants are legally driving. One participant spoke to students at the McKinley Academy on his own and shared his story to help with prevention efforts. The school staff expressed their gratitude for his efforts.

Participants have been linked with other necessary services such as FSET, Food Share, mental health services and the Comprehensive Community Services program. The CCS program was a goal to offer wraparound services for the benefit of the participants as well as helping with costs to the county. The staff’s goal is to ensure the programs are financially self-sufficient.

The new AODA services at Human Services have been able to link over 130 clients in need of services. There have been 3 open groups to help address the influx of referrals. While the national average of completion of group activities is 33.9%, HSD’s group completion rates are at 50%. Drug court participants make up about 15% of the active AODA clients receiving services.

The team has integrated the use of group homes and sober living facilities and reduced the need for hospitalizations.

FINANCIAL AND STATISTICAL REPORTS THROUGH APRIL, 2018:

Patricia Dodge discussed the areas of the financial statements that are projecting to be over or under budget at this point. There are a few high cost mental health client placements that can have a large impact on the budget.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

A board member stated that there was an article in the Valders Journal newspaper regarding the Drug Court a participant was interviewed. Jerry Mutchie and Lori Fure provided a description of the proceedings in the court.

A board member asked if the Human Services staff attended the regional meeting regarding the Brown County expansion of the adult jail and the re-establishment of a juvenile detention center in their county.

Patricia Dodge and Stacy Ledvina attended these meetings. It was determined that Manitowoc County would not commit to placing clients there since Sheboygan County's detention center is closer and at a lower daily rate.

Bob Ziegelbauer distributed the Secure Detention Summary Report and the Unemployment Report for April.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Patricia Dodge provided information on various agency activities. Dodge is a member of the Wisconsin County Human Services Association Executive Board representing mid-sized counties. The annual conference was held in Elkhart Lake earlier in May. The county does not approve overnight stays at conferences unless it is 45 miles or more from the work site. In this case there would have been mileage costs for 6 trips back and forth to the conference. The Personnel Department Director stated that if we receive authorization from the Human Services Board Chair initially and then full board approval at the next meeting, the overnight stay would be approved.

A MOTION WAS MADE BY BURKE, SECONDED BY CAVANAUGH TO APPROVE THE OVERNIGHT STAY AT THE WCHSA ANNUAL CONFERENCE FOR THE HSD DEPARTMENT DIRECTOR. MOTION CARRIED.

Gerry Neuser, Public Works Director and Interim Information Systems Director provided information on the hiring timeline for the vacant Human Services Systems Administrator position. The posting is open until May 29th. They have received several applications already. Neuser estimates that the position will be filled just after the July 4th holiday.

The Annual Foster Care Picnic will be held on Thursday, June 21st from 4:30 p.m. to 7:00 p.m. at the Newton Firefighters Park. All board members are invited to attend this picnic for providers, their immediate family, and the foster children in their home. A flyer was distributed.

Four positions will be filled in the Clinical Services area within the next few weeks. Many of them have been unfilled for several months. There is a Birth to Three Teacher resigning on June 8th and that position will be filled soon.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, June 28, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY AGNEW TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:38 P.M. MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board
LB/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, June 28, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter Pertaining to the Human Services Department.
3. Approval of Minutes.
4. Education Topic: Wisconsin Home Energy Assistance Program 2018 Overview – Deb Williquette.
5. Financial and Statistical Reports through May, 2018 – Deputy Directors.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: June 13, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

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Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, June 28, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Geimer, Henrickson, Williams.

Board Members Excused: None.

Board members absent: Nasep, Ruggirello.

County Board members present: None.

County staff present: Fure, Joas, Williquette.

PUBLIC COMMENT:

Nancy Slattery spoke regarding a poverty study by the League of Women Voters. The study is available online at the League of Women Voters' website. Nancy Slattery has forwarded an email regarding the study to board members.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY WILLIAMS, SECONDED BY BAUMANN TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

WISCONSIN HOME ENERGY ASSISTANCE PROGRAM OVERVIEW 2018:

Deb Williquette, Economic Support Supervisor, provided overview of the Wisconsin Home Energy Assistance Program (WHEAP). The regular season runs from October 1 through May 15. Crisis non-emergency continues to run outside of the regular WHEAP regular season. Households may be eligible for a one time heating benefit to help pay a portion of their heating costs. One time public benefit (electric) is available as well. The program operates on state and federal funding.

Manitowoc County WHEAP caseload comparisons last heating season to this heating season are down 3.83%. This may be potentially due to a mild winter and average benefits were higher. Actual paid benefits increased. Paid out 3.9% more compared to last year. Statewide total caseloads decreased by 3.05%. Public benefit (electric) in Manitowoc County saw a decrease of 4.24% compared to last year. The average public benefit amount had decreased. The state as a whole was down 3.12% cases.

In fiscal year 2018, the average heat benefit was \$336.00. In 2017, the average heat benefit was \$311. In fiscal year 2018, the average public benefit paid was \$151.00. In 2017, the average public benefit was \$150.00.

Crisis funds of \$167,792 were allocated. These funds are for situations of disconnect, no heat, or bulk fuel. \$3,680.00 is reserved currently for individuals on a payment plan with utilities if they do not default on their payment plan. These funds are for use until September 30, 2018 or until used up. Last year 445 households were paid crisis. This is an average of \$395.00 per payment.

Furnace assistance is a service provided to replace or repair furnaces for eligible home owners for no heat or that have a safety risk. This service runs at the same time as the regular WHEAP season. The time frame of response to report is 48 hours to contact the home owner. The referral is made to Partners for Community Development. Partners checks to see if they have a temporary heat source and possibly repair, replace or provide education to the home owner. Non-emergency situations have the same eligibility criteria. In 2018, 22 units were repaired, 18 replaced and 4 assessments were made.

Keep WI Warm funds are a collaboration collected from fundraising and some state match. Manitowoc County received \$18,149.00 this year. Funds are received in late February or early March. Funds are used for crisis situations.

When an applicant is found eligible for WHEAP, a referral goes to weatherization and Partners for Community Development. They look at the referral case by case to determine who they will help with weatherization and the cost effectiveness of it.

FINANCIAL AND STATISTICAL REPORTS THROUGH MAY, 2018:

Factors contributing to the increase in the projected deficit for 2018 were discussed. One child was placed in a Residential Care Center in May and is expected to be there through the rest of 2018.

We have one client who has been at Mendota Mental Health for several months. Several attempts were made at placements that would meet the client's needs but all have failed. The client will be moving to a locked and very secure facility on June 29.

Board members requested to have a presentation at the next board meeting regarding alternatives to this placement.

Two juveniles were placed at the Outagamie County Juvenile Detention Center. One was earlier in the year and one in April for several days.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

The Secure Detention Summary Report and the Unemployment Report for May were distributed. Board members had questions on the secure detention summary. A response will be provided at the next Board meeting.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

1. Due to the efforts of the foster care team, the Foster Care picnic was a big success this year. It was well organized by the staff and well attended by the parents, children, and members of the public. There were games and prizes funded by the West Foundation and other private donations. Thank you to our board members for working with local businesses for donations on behalf of the foster parents.
2. As Lori has explained, we have one client who has extremely high needs who is being discharged from Winnebago MHC to a facility near Wisconsin Dells run by one of our contract providers. The cost is very high each day and we are hoping this person qualifies for the CCS Medicaid program to help pay for these costs. Several other placements were tried but they all failed. This one will be a locked facility with 2 staff, 24 hours per day.
3. The county's I.T. Department is making progress on hiring a replacement for the HSD Systems Administrator. We are looking forward to having that position filled and beginning training.
4. We will be starting the 2019 budget process in July. We will be determining if we need to change the services we provide, as well as looking at the need for any Requests for Proposals from vendors.
5. If the HSD Board chooses not to have a meeting in July, then we need to set up a time for the Public Hearing in August before the regular board meeting. This is a requirement for receiving state and federal funding.
6. We've worked with the Public Works department to set up new staff members and move offices as needed. Our building is at capacity now so we'll have to get very creative if there are staffing changes in the near future.
7. Speaking of staffing, we are requesting a temporary CPS social worker for the rest of this year to assist with the increased number of referrals and cases screened in. The funding will come from the state's increased children's allocation that was not included in the budget since we didn't have the information until the budget was passed.
8. Last but not least, thank you for all that you do and for your support of the Human Services department.

A MOTION WAS MADE BY WILLIAMS, SECONDED BY BAUMANN TO APPROVE THE ADDITION OF A TEMPORARY CHILD PROTECTIVE SERVICES SOCIAL WORKER POSITION. MOTION CARRIED.

DATE OF NEXT MEETINGS:

Public Hearing for input into the 2019 Budget will be held on August 23, 2018 at 4:00 p.m.

The next regular meeting of the Human Services Department Board will be held on Thursday, August 23, 2018 following the Public Hearing.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:36 P.M. MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board
LB/lj



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, August 23, 2018

TIME: Immediately Following the Public Hearing at 4:00 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter Pertaining to the Human Services Department.
3. Approval of Minutes.
4. Education Topic: High Cost Placements and the Comprehensive Community Services Program – Lori Fure.
5. Financial and Statistical Reports through July, 2018 – Patricia Dodge.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: August 15, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Garceau, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

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MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, August 23, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI immediately following the Public Hearing into the 2019 budget.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Nasep.

Board Members Excused: Geimer, Henrickson, Williams.

Board members absent: Ruggirello.

County Board members present: None.

County staff present: Fure, Joas, Randolph, Dodge, Ziegelbauer.

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY BURKE, SECONDED BY BAUMANN TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

HIGH COST PLACEMENTS AND THE COMPREHENSIVE COMMUNITY SERVICES PROGRAM:

Lori Fure provided a progress report on the Comprehensive Community Services Program expansion. She stated that an estimated 105,000 Wisconsin youth have serious mental health needs. Wisconsin's public county mental health system serves about 5,600 youth with serious and persistent mental health needs annually. According to the Wisconsin Department of Health Services, the overall treatment gap, that is the gap between the population in need of mental health services and population served is 49%, or 509,214 annually.

In 2017, Manitowoc County had a CCS waiting list for children and adults combined that exceeded 40. Over the past year with the addition of CCS staff, that waiting list has been reduced to 4 children and 0 adults as of August 20, 2018. The number of clients opened in CCS increased by 90%. Due to the addition of 1 CCS facilitator for AODA along with drug court staff, there was a 4,000 percent increase in the number of clients opened for AODA services.

There has been an overall decrease in mental health crisis contacts from January to June compared to this same time frame last year. There seems to be a correlation with increased AODA and CCS services.

In the Drug Court there have been 8 participants enrolled in CCS so far. This means a higher billing rate for the AODA counselors, a billing source for case management services, and a billing source for services provided by the Drug Court Coordinator.

Without the addition of CCS staff, we would not have the ability to serve a consumer in a high cost placement located 2 hours and 45 minutes from Manitowoc. This means recouping approximately \$925.00 per day of the total care and supervision cost of \$1,850.00 plus the time it takes the facilitator to travel back and forth, complete all required screening, assessing, planning, team coordination and documentation.

Some of the barriers within the CCS program is that it is completely voluntary, the person must have Medical Assistance, the documentation requirements are burdensome and complex, it takes a month to open a client in CCS and you can't start billing for services until they are opened, contracted providers are not easy to recruit and certify as a CCS provider, and there is the potential for an audit from the Office of Internal Government.

If all the children in our system could get access to the CCS program as soon as they needed it to address childhood trauma and substance use, it would reduce the burden on the adult mental health and AODA system.

A board member asked how school districts help with childhood trauma. Fure stated that she has discussed CCS with people in the school system and they have talked about opening a branch office clinic. The drug court team has been in contact with the Two Rivers school district. Our CCS AODA facilitator will serve children.

The board discussed the expansion of CCS by adding staff, as well as adding more contracted providers. Fure has reached out to a few providers and they will serve the program clients.

FINANCIAL AND STATISTICAL REPORTS THROUGH JULY, 2018:

Factors contributing to the increase in the projected deficit for 2018 were discussed. Two children have been placed in a Residential Care Center and there is the potential that they will be there through the rest of 2018.

There have been several days of service at Winnebago Mental Health Center as well as Mendota.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

The Secure Detention Summary Report and the Unemployment Report for July were distributed. In response to the board questions regarding secure detention at the June meeting, Stacy Ledvina provided written information on the purpose of detention, statistics on the number of bookings, and the average length of stay. The right youth are being placed in detention so the bookings are not increasing but the length of stay is. Crimes that are resulting in youth needing to be placed in detention are crimes involving guns (use of and theft of), crimes that are driven by drug use or drug seeking behaviors, crimes involving gang activity often including physical violence that poses a danger to the community, and one homicide investigation. The second highest number of bookings is for youth who are failing to appear in court. Most often the court will reschedule and allow the social worker to make arrangements for youth to appear if they have forgotten about court so these are youth who have been on the run and avoiding services and court.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

1. The Kids at Hope event was sponsored by the Youth and Family Services unit of HSD and was well attended at Silver Lake College on Monday evening. This is the continuation of the community outreach for believing that all children can succeed, no exceptions. There is a need for community agencies to become involved since the grant for this program runs out at the end of the year.
2. We have begun the process of compiling the 2019 budget. We discussed the need for 2 additional child welfare staff members with the County Executive and are anticipating an increase in the Basic County Allocation from the state to assist with those costs.
3. Stacy Ledvina applied for the Catalyst for Change award from a national organization. She detailed the efforts that had been made to create alternatives to detention including the Youth Wellness Center and other services that incorporate the Kids at Hope program's universal truths. Voting for 3 finalists began earlier this year and Stacy was notified that our agency won this award. Congratulations to Stacy and the staff members who are involved in these programs.
4. We are requesting that regional counties work on a crisis after hours rotation basis for child welfare Supervisors. We have two Supervisors who are on call when the crisis staff needs approvals or authorizations. They do not receive compensation for this and the calls have increased a great deal this year.
5. We are working on a refund from Mendota Mental Health Center for one client who should have been billed to Medical Assistance but had been billed to our agency.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, September 27, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY BURKE TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 4:50 P.M. MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board

LB/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD PUBLIC HEARING NOTICE

DATE: Thursday, August 23, 2018

TIME: 4:00 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, Wisconsin

The hearing is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Open Public Hearing.
2. Public Comment regarding the 2019 Human Services Department Budget.
3. Close Public Hearing.

Date: August 15, 2018

Rick Henrickson, Chair

By: Nancy Randolph, Lori Garceau, Lori Fure,
Deputy Directors, Patricia Dodge, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

PUBLIC HEARING OF THE
2019 HUMAN SERVICES DEPARTMENT BUDGET
August 23, 2018

Human Services Board Members Present: Agnew, Baumann, Burke, Cavanaugh, Nasep.

Board Members Absent: Ruggirello.

Board Members Excused: Geimer, Henrickson, Williams.

Staff Present: Dodge, Fure, Joas, Randolph, Ziegelbauer.

CALL TO ORDER:

The Public Hearing for input into the 2019 Human Services Department Budget was called to order at 4:00 p.m. by Human Services Board Vice Chair Bob Cavanaugh. Vice Chair Cavanaugh stated the Ground Rules for Testifying.

PUBLIC COMMENT:

Vice Chair Cavanaugh introduced Maura Yost.

Ms. Yost's testimony is as follows:

I just have a couple of comments. First, I emailed Patricia a copy of the 2016 minutes of the Public Hearing for 2016 that was omitted from the on line annual records.

The Tuesday Kids at Hope event was well attended. If you weren't able to attend, you really missed an inspiring presentation. The basic message is that all kids can succeed when an adult believes in them.

The CAFR shows a deficit fund balance as of December 31st, 2017 of \$214,194.00. My point of concern is that, quote, The county anticipates funding the above deficit from future revenues of the fund and I'll note that the balance for 2017 is about double what it was in 2016.

And fourth and finally I am gratified that the County Executive budgeted for a single Human Services Director in the 2016 budget in accordance with state law and county code. That ends my testimony, thank you.

Vice Chair Cavanaugh thanked Ms. Yost.

Vice Chair Cavanaugh introduced Nancy Slattery.

Ms. Slattery's testimony is as follows:

Mine is going to be a little more disjointed because I just wanted to bring up a few things.

Were any of you besides Lori and Patricia at the thing last night at the library? Jason Latva gave a presentation and quite a few other people involved in the drug evidence based actions that are going on here and he was absolutely wonderful. Do you know if the library is keeping a copy of what was reported? Does anybody? Lori Fure stated: "That I don't know. I did see somebody was recording it but I don't know if the library was. I can find out though."

Ms. Slattery continued: OK. They record the Great Decisions and you can replay them at home and all that and if it was recorded, I would recommend it be mentioned through your department or someplace so that people who weren't able to be there can be brought up to date. It was absolutely wonderful.

I wanted to bring and I know there's lots of needs in the county for the Drug Court to work with people in drug court and also parents who belong in those evidence based recovery programs but because they didn't do anything wrong yet, they are not entitled to it but then there are some who can get involved so I mean there's lots of ways that people need to have these services and some of them are getting it now and some of them just don't know they can get it or maybe we don't have enough money to do all of it that's necessary. And I want this board to be aware of that as you look at the next year's budget which is probably going to be your next big job is to put monies into it.

But I wanted to bring to your attention to one thing. I had saved Governor Walker's veto message when he vetoed the last biennial budget. And what he did was he crossed out a lot of things and the people who sponsored the bill got it passed and worked real hard to get it in through whatever were unable to change I mean he crossed out two words and it changed the whole meaning of the bill. But unless you were actually, the only people who really realize what that did to the bill and to the funding were the people like Lori who see what they could possibly get as funding for this and this and this. Not the people who advocated for the bill who know the reasons why the bill should be passed in full and funded this and this and this but there were many places where he crossed out the funding. But it just never hit the news because it wasn't a big news day. He had 99 of those that he crossed out and it was a 25 page press release. I saved it on my laptop on the desktop and I have it in a website link and it's still up there.

But he saved 99 of them. And one of them was just he's vetoing and I'm quoting him I'm vetoing a section that would require a report be submitted to address inmates with serious mental illness because it's unnecessary and would create an administrative burden on the department. Now this is at Winnebago, Columbia, Waupun, and Green Bay, and Oshkosh. Well Oshkosh has been called on the carpet for federal so I don't think those administrative duties that he is trying to save from a particular committee or a group, I don't think that's positive planning.

As you know, if you drop the staffing for little kids, by the time they hit middle school then they get in trouble. So don't cut yourself off by saying oh let's save a thousand dollars here and ten thousand here. Admit to yourself that you need as you look at the whole budget it's going to have to cover ways to keep us alert as to where the needs really are and don't just hit the needs that hit the front page of the paper. Because that need was there ten years ago. But if we've got a way to meet the needs early, please, don't steal the money for today's prices from what we know already is working as you look at the budget because there are and a lot of people have said you know you can, I pay more for milk except what I get from the tank next door of the farmer than what I did ten years ago so that doesn't mean my taxes have to go down every year. I mean I really do feel that we can ask our citizens to pay for what they need, not just what we think they need. We know you guys get a lot of education here and you know that there is stuff out there that we need to do. Please don't sell the people of the county short by trying to just hit the prices that hit the newspaper. You know what leads to that so I encourage you and you guys have been doing a good job and I enjoy coming and learning. I still don't understand alphabet soup but I keep trying. So thank you.

Vice Chair Cavanaugh thanked Ms. Slattery.

Since there was no other public comment, Laurie Burke moved to close the Public Hearing, seconded by Jim Baumann. Motion carried.

The Public Hearing closed at 4:10 p.m.

Respectfully submitted:

Laurie Burke, Secretary
Human Services Board

LB/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, September 27, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter Pertaining to the Human Services Department.
3. Approval of Minutes.
4. Education Topic: Discussion of Opioid and Other Drug Crises Resulting in Increased Workloads, Caseloads and Placements in Child Welfare – Nancy Randolph and Sue Ader.
5. Financial and Statistical Reports through August, 2018 – Patricia Dodge.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: September 19, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Joas, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, September 27, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Geimer, Nasep, Ruggirello, Williams.

Board Members Excused: Burke, Cavanaugh, Henrickson,

Board members absent: None.

County Board members present: None.

County staff present: Ader, Fure, McDonald, Pritchard, Randolph, Dodge, Ziegelbauer.

Since the 3 Officers were excused, the Board needed to appoint a temporary Chairperson.

A MOTION WAS MADE BY WILLIAMS, SECONDED BY GEIMER TO APPOINT BAUMANN AS TEMPORARY HUMAN SERVICES BOARD CHAIRPERSON. MOTION CARRIED.

PUBLIC COMMENT:

Maura Yost, Centerville, stated that the public input she provided at the August, 2016 annual Public Hearing is not posted on the county's website under Human Services meeting minutes. Ms. Yost requested that the county records and website be updated as soon as possible and before the next Human Services Board meeting to include her 2016 public input.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY WILLIAMS, SECONDED BY AGNEW TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

A MOTION WAS MADE BY AGNEW, SECONDED BY WILLIAMS TO APPROVE THE MINUTES FROM THE PUBLIC HEARING. MOTION CARRIED.

DISCUSSION OF OPIOID AND OTHER DRUG CRISES RESULTING IN INCREASED WORKLOADS, CASELOADS AND PLACEMENTS IN CHILD WELFARE:

Sue Ader, Supervisor of the Child Protective Services Unit, introduced Chelsea Pritchard and Joe McDonald, unit members who conduct investigations of child abuse and neglect.

The unit is comprised of one intake worker and six staff who conduct investigations. When the intake worker is out, then the remaining staff receive the intake calls. All information has to be entered in the state's eWISACWIS computer system so the state can track notes and make sure deadlines are met.

Ader stated that when she became a Supervisor in 2013, there were 948 referrals made to Human Services. In 2014 there were 1,056; in 2015 there were 1,092; in 2016 there were 1,126; and in 2017 there were 1,174. In 2018 the number of referrals is higher through August than in 2017. The increase in referrals and the complexity of cases is putting a strain on workers and available resources. Pritchard and McDonald discussed the increase in Temporary Physical Custody orders and the amount of time they require. Staff are sometimes working after hours and on weekends to keep up with all of the requirements.

About half of the calls that were screened in for investigations in August were due to substance abuse. Ader gave examples of what types of cases workers are dealing with regarding drug abuse. Ader stated that conditions are much different now than they were 20 years ago when the standard call was due to neglect of children. There are often repeat referrals due to staff putting safeties in place, closing the case, and then the person relapses.

Now workers are going in to homes that have guns, drugs, and are not safe. Ader will often assign two workers to an investigation if there is concern for safety. Sometimes police officers will accompany the workers if they have someone available. Ader requires that the staff members sign in and out and she keeps track of their returns to assist with safety.

There are more grandparents trying to care for their grandchildren but the aids that are put in place are failing and we are getting a lot of new cases.

Staff members responded to Board members' questions.

There are state associations that are working on requests for additional funding from the Department of Children and Families to address the increased caseloads in almost every county across the state.

FINANCIAL AND STATISTICAL REPORTS THROUGH SEPTEMBER, 2018:

Factors contributing to the increase in the projected deficit for 2018 were discussed. There are plans to move one child from a Residential Care Center to a less restrictive and lower cost facility in the next few days. Another child is scheduled to move in March of 2019.

There have been several days of service at Winnebago Mental Health Center as well as Mendota.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

The Secure Detention Summary Report and the Unemployment Report for August were distributed.

No further questions.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

1. There is a new 8-bed CBRF opening in Manitowoc that can serve people on a crisis basis as well as long term for non-ambulatory and dementia needs. We are checking to see if there are clients that could be moved back to the county from higher cost placements outside of the county.
2. At times there are messages posted on various social media sites regarding experiences people say they've had with our staff or agency. Please keep in mind that the information is sometimes not accurate but we are not allowed to comment on it or clarify misinformation.
3. Governor Walker proclaimed September, 2018 as recovery month to recognize the efforts and encourage all those involved in the substance abuse recovery initiative.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, October 25, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY RUGGIRELLO, SECONDED BY WILLIAMS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:50 P.M.
MOTION CARRIED.

Respectfully submitted,

Jim Baumann, Temporary Chairperson
Human Services Board
JB/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, October 25, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter Pertaining to the Human Services Department.
3. Approval of Minutes.
4. Education Topic: Update on Drug Court Activity after One Year – Jason Latva.
5. Financial and Statistical Reports through September, 2018 – Patricia Dodge.
6. Resolution Requesting Additional Funding in Department of Children and Families' 2020-2021 Budget – Patricia Dodge.
7. Questions from Board Members on the Status of the Human Services Department.
8. Director's Report on Agency Operations – Patricia Dodge.
9. Set Next Meeting Date.

Date: October 17, 2018

Rick Henrickson, Chair

By: Lori Fure, Lori Joas, Nancy Randolph,
Deputy Directors; Patricia Dodge – Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, October 25, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Baumann, Burke, Cavanaugh, Geimer, Nasep, Ruggirello, Williams.

Board Members Excused: Agnew, Henrickson,

Board members absent: None.

County Board members present: None.

County staff present: Latva, Fure, Joas, Randolph, Dodge, Ziegelbauer.

PUBLIC COMMENT:

Maura Yost, Centerville, stated that she had previously requested that the public input she provided at the August, 2016 annual Public Hearing be posted on the county's website under Human Services meeting minutes. She stated that the minutes are not currently posted.

A suggestion was made to Ms. Yost to contact the Manitowoc County Clerk's office to inquire about the posting.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY WILLIAMS, SECONDED BY BAUMANN TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

UPDATE ON DRUG COURT ACTIVITY AFTER ONE YEAR:

Jason Latva has been the Treatment Alternatives and Diversion Coordinator since 2017. He is also a substance abuse counselor and clinician. The Drug Court opened on September 6, 2017. There were 6 participants at the end of 2017. There are currently 20 participants in 5 different phases of the program.

The participants average 4 minutes and 15 seconds with the judge in court. In Drug Courts where more than 3 minutes have been spent per client, there has been a 153% reduction in recidivism.

Jason reported that there per 3,671 participant days spent in the program. There were over 300 Drug Court sessions attended. This does not include participants who attend when they are not scheduled. There were over 1,400 Alcoholics Anonymous or Narcotics Anonymous meetings attended. There were over 500 hours of community services performed. There were thousands of group sessions attended and hundreds of appointments with himself, treatment providers and the probation office.

There have been no arrests of Drug Court participants while they were in the program. Participants have become employed and gained back their drivers licenses. One person has completed the High School Equivalent Diploma and one is waiting to begin. One is attending college, one completed Certified Recovery Coach training and there have been two children born to healthy parents.

There have been significant cost savings due to less days spent in jail. There have been increases in fines being paid off, child support being collected, taxes paid from wages, money being spent in the community and community service performed.

The Drug Court has assisted with decreases in police contacts, arrests, court hearings and crimes committed in the community.

A board member asked what the barriers are in the program. More sober living facilities would be helpful. Currently the T-Box is two separate townhouses with sober living services for 5 males and 5 females.

A board member asked how many people have dropped out of the program. There have been no drop outs but one was terminated.

Yesterday was the first graduate of the program and that was accomplished in 14 months with no relapses. Graduates can stay connected with the program through an alumni group that remains linked to the program.

A board member asked what Jason would like to see accomplished in the next year. With the increased numbers of participants, it may be necessary to add case management time.

FINANCIAL AND STATISTICAL REPORTS THROUGH OCTOBER, 2018:

Factors contributing to the increase in the projected deficit for 2018 were discussed. One child has been removed from a Residential Care Center to a less restrictive and lower cost facility.

There have been several days of service at Winnebago Mental Health Center as well as Mendota.

RESOLUTION REQUESTING ADDITIONAL FUNDING IN THE DEPARTMENT OF CHILDREN AND FAMILIES 2020-2021 BUDGET:

Dodge explained that the Wisconsin County Human Services Association formed a committee to study the increased workload in the Children and Families cases throughout the state.

The outcome of the study showed that the caseload numbers throughout the state are much higher than what the standard is. In order to address the increased need for services mainly due to the substance abuse crises, an additional \$30 million in each of the next two years would be required.

The WCHSA and Wisconsin Counties Association will be requesting this additional funding from the Governor's office and have asked for the support of all counties in this request.

A MOTION WAS MADE BY RUGGIRELLO, SECONDED BY WILLIAMS TO APPROVE THE RESOLUTION IN SUPPORT OF INCREASED FUNDING IN THE WISCONSIN CHILDREN AND FAMILY AIDS ALLOCATION. MOTION CARRIED

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

The Secure Detention Summary Report and the Unemployment Report for September were distributed.

Bob Ziegelbauer distributed a summary of the HSD budget for 2019. Also distributed was a handout of the County Executive's Budget Plan, a history of county debt, Debt Service Outstanding, Borrowing History for Projects, and information from the Personnel Director on changes to the pay plan and health insurance premiums.

A board member asked how the foster parent recruitment effort is going. There were several people interested but only 3 made it through the screening process.

Suggestions were made to use bulletin boards at stores, etc., send letters to parent associations and teacher's organizations. The foster care team tried to recruit through churches but the churches don't take this on as a cause.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

1. Staff are applying for a Family Court grant that can coincide with the Drug Court to assist parents with addictions and work to reunite families.
2. The first Drug Court graduation was very inspiring and the team thanked the HSD Board and the department for their assistance and support.
3. Copies of the League of Women Voter's Poverty Study were dropped off with a request to distribute them to the HSD Board.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, December 6, 2018 at 4:45 p.m. There will be no meeting in November due to Thanksgiving week.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:35 P.M. MOTION CARRIED.

Respectfully submitted,

Bob Cavanaugh, Vice Chair
Human Services Board
BC/pd



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, December 6, 2018

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting.

1. Roll Call.
2. Public Comment on any Matter Pertaining to the Human Services Department.
3. Approval of Minutes.
4. Education Topic: Update on Foster Care Program and Recruitment – Karen Zahn.
5. Financial and Statistical Reports through October, 2018 – Patricia Dodge.
6. Questions from Board Members on the Status of the Human Services Department.
7. Director's Report on Agency Operations – Patricia Dodge.
8. Set Next Meeting Date.

Date: November 28, 2018

Rick Henrickson, Chair

**By: Lori Fure, Lori Joas, Nancy Randolph - Deputy Directors
Patricia Dodge - Director**

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's Office at 920-683-4003 at least 24 hours before the meeting so that appropriate accommodations can be made.

Persons who are members of another government body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties or responsibilities of any other governmental body.

MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT BOARD MEETING MINUTES

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, December 6, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Geimer, Henrickson, Nasep, Williams.

Board Members Excused: Ruggirello.

Board Members Absent: None.

County Board Members Present: None.

County Staff Present: Zahn, Schley, Fure, Joas, Randolph, Dodge, Ziegelbauer.

PUBLIC COMMENT:

Maura Yost, Centerville, stated that she had spoken extemporaneously at the last meeting on the matter of excluding her 2016 annual public input to the Human Services Department Board from the county records. Ms. Yost stated that at one point during the brief discussion she was told that her remarks would not be published on the website. Ms. Yost stated she asked who she would appeal that decision to. She stated she was told that she should contact the County Clerk.

Ms. Yost stated that she is now suggesting that the simplest way to resolve the issue is to simply publish her public input and be done with it. Ms. Yost stated that she doesn't imagine that anyone will find it there, and she will be satisfied with that. Ms. Yost thanked the board for their consideration.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY WILLIAMS TO APPROVE THE MINUTES FROM THE PREVIOUS REGULAR MEETING. MOTION CARRIED.

UPDATE ON FOSTER CARE PROGRAM AND RECRUITMENT:

Karen Zahn is the Foster Care Administrator and has been working at Human Services for 14 years. Her main duties are recruitment, training and retention of foster parents. Cindy Schley is the Kinship Care Administrator and has worked in the child welfare area for 21 years.

Karen and Cindy reported that there are 86 children in out-of-home care. There are 55 in foster homes and 31 in court ordered kinship care homes. When placing children, safety is their priority. There are 37 foster homes and 4 of those are for specific children. There are 15 respite homes. Respite is mainly used for weekends. There are 9 families currently in the licensing process and 8 relative homes being processed.

Recruitment for foster parents is continuous and there is always a need for more homes for all ages of children from infants in the hospital to 17 year olds. Drug addiction is a large issue affecting families in the county. The placements are usually on an emergency basis. There could be 1 child needing to be placed or 5 or more from a family. The larger family groups can be challenging since most foster homes have their own children.

The staff have found that the current method of advertising for recruitment is not working. To help create awareness, coffee sleeves have been made up for distributions at coffee shops, there is a new sign for the Herald Times Reporter fence, there are ads at the Lakeshore Cinema café, electronic billboards are used, social media sites are used, and we rely on current foster parents to get the message out to others. Some of the foster parents are trained by the state in recruiting.

There was a statewide foster care meeting of the Foster Care Coalition today. There is a statewide campaign for television and radio ads. There is a recruiting campaign taking place where two men will speak to church groups. The group will continue to place lawn signs in April and May and will be interviewed on radio shows.

For retention, there was a movie night at Lakeshore Cinema attended by 70 children and families. The foster parents like this event and it is very positive for everyone. The foster parents need 36 hours of training in the first two years on pre-placement and foundation, and then 10 hours per year after that.

Foster parents are given information on building up support systems. They are provided with information on behavioral issues and birth families. The two foster care coalition representatives provide information and have library materials that they will distribute.

The Lakeshore Foster Families and Friends Group is a non-profit organization that has a clothing closet, school supplies, and personal supplies that foster families can use. They also provide a Christmas party and distribute pajamas and books.

The Backpack Buddies is a group of school age children led by Wendy Smith. They obtain donations for all of the families receiving services, not just foster children. The Wisconsin Foster and Adoptive Parents Association is a peer and volunteer-based organization that supports and advocates for foster and adoptive parents by offering training and support programs.

The Lakeshore Community Health group provides medical and dental care. Several trainings are provided each year to assist with behavioral issues of youth and how to parent them. Future training is scheduled for sex trafficking and trauma informed care.

The team works hard on matching the children to homes appropriately. Geographical location is important so that children can stay in their schools and visit with family members. Some children have allergies to pets, some need their own bedrooms, ages of children may not work together.

Board members asked questions and provided suggestions for recruiting foster parents.

FINANCIAL AND STATISTICAL REPORTS THROUGH NOVEMBER, 2018:

Factors contributing to the increase in the projected deficit for 2018 were discussed. There are still two children placed in Residential Care Centers. One could be moving soon. There have been several days of service at Winnebago Mental Health Center as well as Mendota. There is one high cost placement with 24 hour staffing that was not anticipated in the budget.

QUESTIONS AND INPUT FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT:

The Secure Detention Summary Report and the Unemployment Report for October were distributed by Bob Ziegelbauer.

A board member asked if our department would benefit from having a grant writer. Over the years the county held meetings to determine the need for this and it was decided that since the grants are very specific to a department, one person would need to specialize in all areas. Also, many grants require matching funds or will stop after a year or two and then the funding ends for programs and staff.

A board member asked how the quality of services being purchased from outside agencies for the clients is measured or determined. Each client has a case manager who monitors the services being provided.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

The Avatar software project is progressing with assistance from the I.T. staff members.

We are working on rate setting and processing contracts with service providers for 2019.

The management team will be working on a Future Planning project for 2019 in order to be more proactive with staffing, program delivery, and the best use of current technologies.

The education topic this month focused on foster parent recruitment because the board members had asked about progress being made. Please let us know if there are other programs or services that the board would like information on.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, January 24, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY BAUMANN TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 6:00 P.M.
MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board
LB/pd