



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, January 23, 2020

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 Birth to Three Program Services – Lisa Stephan.
5. Financial Report through November, 2019 and Statistical Reports for November and December, 2019 – 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 15, 2020

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, January 23, 2020 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, Ruggirello, Williams.

Board Members Excused: None.

Board Members Absent: None.

County Board Members Present: None.

County Staff Present: Odekirk, Stephan, Fure, Joas, Dodge, Ziegelbauer.

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

UPDATE ON BIRTH TO THREE PROGRAM SERVICES:

Lisa Stephan, Supervisor of the Birth to 3 and Children's Waiver teams, and Jodie Odekirk, Birth to Three Teacher, described the program and the staff members assigned to it.

Birth to Three is an early intervention program that is federally mandated. It serves children with developmental delays and disabilities and their families. The program works to enhance the child's development and support the family's knowledge, skills and abilities as they interact with and raise their child.

Referrals are received from parents, doctors, and community partners. After an initial screen, a determination is made as to whether the child is appropriate for the program. A teacher/service coordinator works with the therapist to evaluate the child to start the eligibility process. Children need to have a 25% delay or more in at least one area of development, have a diagnosed condition or qualify under atypical development.

A primary coach is chosen to work with the child on concerns the parents identify. A team is also identified to support the primary coach. Teams consist of a teacher, service coordinator,

Physical Therapist, Occupational Therapist, and a Speech and Language Therapist.

As the child reaches the age of 3, the team assists with the transition out of Birth to Three to early childhood education, Head Start, or a private preschool. In 2016, there were 268 children referred and 126 of them had active service plans. In 2019, there were 295 children referred and 205 of them had active plans.

The program met 100% compliance this last year showing that the data was 100% accurate and no instances of non-compliance were found. The satisfaction surveys from parents have been positive. The team is currently applying for a grant which will continue to allow us to focus on the social emotional needs of the Birth to Three members. The team also ensures that they are capturing the Child Abuse and Prevention Act referrals.

In the past several years, Holy Family Memorial has contracted with us to provide therapy services to families. The therapy team plays an integral role in the program. During the year, we were notified by HFM staff that the program was showing a financial deficit for them and several changes needed to be made in order for them to continue the contract. As a result, a Request for Proposals was processed and published to potential providers. We will be analyzing all proposals in order to determine the best fit for the families and the agency moving forward.

Board members asked questions regarding the program.

FINANCIAL AND STATISTICAL REPORTS THROUGH NOVEMBER, 2019:

The projected financial surplus is continuing due to lower usage at Winnebago and Mendota mental health facilities, as well as higher than budgeted revenues in the WIMCR Medicaid reconciliation program.

The Economic Support Programs serve thousands of participants each month. Some of the services provided are FoodShare, Elderly & Disabled Medicaid, Badger Care, Child Care and Energy Assistance. Some of the cases have more than one service, and each service requires several items to be processed and updated. The team is meeting the benchmarks required by the state, although some participants require more time and attention than the benchmarks allow.

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

No additional questions.

Bob Ziegelbauer distributed the Secure Detention Report and the Unemployment Report.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

There is a meeting scheduled with the Secretaries of DHS and DCF at the Regional Department Directors' monthly meeting. Each county submitted their information regarding highlights, systems changes, and improvements being made. The Secretaries will discuss initiatives their offices are working on.

Discussion of 7 different staffing changes occurring. We are working with the Public Works staff to find work space for the new positions in the 8th Street building. We are also working on improving security in both buildings. There is an emergency button located at the front desk that notifies the dispatch office in events of emergencies. Video cameras are being installed in the lobby and at building entrances. Two staff members from the Sheriff's Department will provide an analysis of both buildings to determine how to make them more secure for clients and staff. We will train our staff and have drills on how to deal with threats.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, February 27, 2020 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY WILLIAMS, SECONDED BY RUGGIRELLO 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



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, February 27, 2020

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: Kids at Hope – Power of Hope Event – Youth and Family Services Staff.
5. Financial and Statistical Reports for January, 2020 – 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: February 20, 2020

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, February 27, 2020 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Agnew, Baumann, Burke, Cavanaugh, Geimer, Ruggirello, Williams.

Board Members Excused: Henrickson, Nasep

Board Members Absent: None

County Board Members Present: None

County Staff Present: Randolph, Ledvina, Fure, Joas, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC; KIDS AT HOPE – POWER OF HOPE EVENT – YOUTH & FAMILY SERVICES STAFF:

Stacy Ledvina is very excited about the new “Kids at Hope” philosophy and the up-coming events. We are trying to shift from the practice of kids at risk to kids at hope.

- We have received grant funds and 23 people have been trained in our community.
- There are three main themes: Believing that all kids can succeed – no exceptions. Connect - kids need meaningful relationships, and Time Travel – kids seeing a future including education/careers, home/family, etc.
- The Power of Hope event will be held on Thursday, March 12th and Friday, March 13th. Friday afternoon will be two speakers at Lincoln High School. There will be national speakers as well as 6 local people discussing their successes. Professional videos of virtual tours will be made.
- 500 people will be attending the Friday event at Lincoln High School, with people coming from 27 counties in Wisconsin and 1 from out-of-state.
- With the grants received, 1 of the local speakers will be selected to attend the conference in Arizona.
- Videos of the events will be available for board members to view.

FINANCIAL AND STATISTICAL REPORTS THROUGH JANUARY, 2020:

We started our new computer system in January. The costs for Winnebago and Mendota were particularly high for January. Financial projections only have one month of data in so we are not projecting higher costs yet.

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

A question on how the energy assistance program is going this year? The numbers are down a little from last year, possibly due to the warmer weather or lower energy costs. There have been more new people applying and less that had applied previously. We will be starting Outreach soon, and should get feedback then on why some of the past recipients are not applying now.

Also a question on how the hiring has been going for open positions. Many of the positions are being filled, there are two open positions still being worked on.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

One of our goals this year is to look at enhancing the crisis program and potentially creating a "warm line" to direct repeat callers to. This may include using peer support specialists for after-hours calls. We'll contract for 6 months with Northwest Connections and then work on lowering the amount of known non-crisis calls which would save money.

Patricia attended a meeting last week regarding flood planning. Human Services and the Health Department are responsible for setting up shelters or congregate care centers if people need to be evacuated. Attendees were from law enforcement, first responders as well as the Highway Department. Last spring there were a few people that had to be evacuated from their homes and there was a lot of miscommunication so this is an attempt to be better prepared for emergencies. On April 16th there will be a day-long event regarding what happens after a disaster. The Red Cross, Health Department, Emergency Management and Human Services will participate in the exercise.

April is Child Abuse Prevention Month. Our workers will be involved in activities during the month.

There was a change from Holy Family to Rehab Resources for Birth – 3 therapies. An RFP was sent out for proposals for services and Rehab Resources was awarded the contract. All families were notified that as of March 1st the change would take effect. The therapists at Holy Family can apply at Rehab Resources. The 3rd floor conference room will be converted into offices for the therapists.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, March 26, 2020 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 5:20 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Wednesday, May 27, 2020 **(Note change of Day)**
TIME: 4:45 p.m.
PLACE: Manitowoc County Office Complex, Room 300 **(Note change of Place)**
4319 Expo Drive, Manitowoc, WI 54220
Also available remotely via Zoom conferencing.

REMOTE MEETING NOTICE: Members of the Human Services Board have the option of appearing remotely via Zoom conferencing due to the COVID-19 public health emergency as declared by the Manitowoc County Executive.

Members of the public may attend the meeting on Zoom at the following link:

<https://zoom.us/j/91043182805?pwd=TE9tMHJJJaEo0Mi90SkxNTUIUcVd0dz09>

Password: 318163

Or in person at the address listed above.

Or telephone:

US: +1 312 626 6799

Webinar ID: 910 4318 2805

Password: 318163

However, **PUBLIC COMMENT CAN ONLY BE ACCEPTED FROM THOSE ATTENDING IN PERSON.** 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. Election of Officers.
4. Approval of Minutes.
5. Education Topic: Current Transition Plan for Returning to In-Person Services – Patricia Dodge, Lori Fure, Lori Joas, Nancy Randolph.
6. Financial and Statistical Reports for April, 2020 – 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: May 20, 2020

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.

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**MANITOWOC COUNTY HUMAN SERVICES DEPARTMENT
BOARD MEETING MINUTES**

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:55 p.m. on Wednesday, May 27, 2020 in open session at the Manitowoc County Office Complex, Room 300, 4319 Expo Drive, Manitowoc, WI. The meeting was also accessible electronically by Zoom.

Board Members Present: Cavanaugh, Henrickson, Bauman, Williams, Ruggirello, Shimulunas

Board Members Excused: Agnew, Burke

Board Members Absent: Nasep

County Board Members Present: Falkowski

County Staff Present: Joas, Randolph, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

ELECTION OF OFFICERS:

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

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

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

APPROVAL OF MINUTES:

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

INTRODUCTION OF NEW BOARD MEMBER:

Welcome to Bonnie Shimulunas, she is from the 25th District in Two Rivers.

EDUCATION TOPIC; CURRENT TRANSITION PLAN FOR RETURNING TO IN-PERSON SERVICES – PATRICIA DODGE, LORI JOAS, AND NANCY RANDOLPH:

Part of every day involves working on Covid items. We work every day to get equipment and supplies and to get our protective services and crisis workers classified as front line workers to obtain better masks, but have not been approved yet. Everyone has pitched in to help with the changes that needed to be made. We have set up Zoom meetings, have loaner laptops and cell phones for workers, and have been limiting the number of people in the building except for injections, crisis appointments, etc. We have some workers working from home almost full-time, some part-time and most of financial and management support staff are in the building.

Changes in the Economic Support programs due to Covid 19 include: if a person is eligible for Food Share they will receive the maximum benefit and Health Care will continue until Covid ends. The number of cases increased, but the State eliminated some verifications and pushed out reviews to make it a little easier. Half the staff is working from home and it is going well.

Face-to-face foster home visits have not been taking place for the last two months but will begin June 1st. We will be allowing 2 hours between each visit for workers to sanitize the rooms. Staff members are working on a 3rd site outdoors for visits.

CPS staff have continued face-to-face investigations wearing protective gear.

YFS is continuing remote visits until the end of June.

Clinical Services is trying to work remotely when possible. The psychiatric nurse does about 40 injections, some are weekly and some are monthly in the office. CCS is continuing to see children and have helped stop 4 hospitalizations of children.

Public Works did a deep clean of the downtown office and Office Complex at the end of May.

We anticipate all staff will be 100% back in the office by June 30.

Supervisor Baumann said Patricia could get in touch with him regarding any PPE equipment from the State as he is meeting with a State Representative. Bob Ziegelbauer indicated that supplies are also available from the Emergency Government office.

Supervisor Hendrickson thanked the Human Services workers, saying the workers amaze him and are doing the county proud. Keep up the good work and Keep Safe!

FINANCIAL AND STATISTICAL REPORTS THROUGH APRIL, 2020:

In looking at the statistics sheet, foster home placements have been steady the last 3 months.

CPS numbers had been down the last few months, since about 70% of calls generally come from the schools. Staff have been worried about what is not being reported. In the last week or two that is changing and referrals are coming in.

There have been fewer crisis calls, but the length of calls is longer.

The Financial Projections for the year show a deficit due to two children in high cost residential care. We have budgeted \$80,000 but are projecting around \$150,000.

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

Supervisor Cavanaugh mentioned two very good newspaper articles he has seen recently. One in the Valders Journal regarding the Homeless Population in the area and an article in the HTR from Nancy Randolph regarding foster care and the need for more homes. Very informative.

Bob Ziegelbauer distributed the Secure Detention Report and the Unemployment Report.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Staffing update: On May 18th we had three new CPS workers and a CCS Psychotherapist start. There is currently 1 opening in Economic Support.

Avatar System – all clinical staff are currently using Avatar, the children's units are in test mode. The IS staff have been very helpful working with all units.

Per the Department of Children & Families in April, Foster Homes received a stimulus payment of \$300 per child due to additional costs from the pandemic.

Patricia has joined a work group with members of the Wisconsin County Human Services Association to work on how DCF determines Basic County Allocations (the method they use now is from the 1980's). They have a meeting tomorrow and would like to determine goals, the scope of what to include and a timeline for the project.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, June 25, 2020 at 4:00 p.m. (Note time change). The meeting will be held in the 8th Street building at 801 Jay Street.

ADJOURNMENT:

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



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, June 25, 2020
TIME: 4:00 p.m. **(Note change of Time)**
PLACE: Manitowoc County Human Services Department
Entrance at 801 Jay Street, Manitowoc
Also available remotely via Zoom conferencing.

Members of the Human Services Board have the option of attending the meeting in person or via Zoom conferencing due to the CDC and state precautions related to the Corona virus outbreak. Members of the board and the public may attend the meeting on Zoom at the following link:

<https://zoom.us/j/94062532449?pwd=QVdDOVpMRStJMzlwLzVCUDJ0MGplUT09>
Password: 844158

Or Telephone:

US: +1 301 715 8592
Webinar ID: 940 6253 2449
Password: 844158

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. For this meeting, public comment may only be made in person.
3. Election of Officers.
4. Approval of Minutes.
5. Education Topic: Human Trafficking 101 – Tressa Weber, Anti Human Trafficking Hub Representative.
6. Financial and Statistical Reports through May, 2020 – 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: June 16, 2020

Rick Henrickson, Chair
By: Lori Fure, Lori Joas, 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 4:00 p.m. on Thursday, June 25, 2020 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI. The meeting was also accessible electronically by Zoom.

Board Members Present: Cavanaugh, Henrickson, Bauman, Williams, Ruggirello, Agnew, Burke, Nasep, Shimulunas

Board Members Excused: None

Board Members Absent: None

County Board Members Present: None

County Staff Present: Joas, Weber, L. Fure, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

ELECTION OF OFFICERS:

Election of Officers had taken place at the May 27th meeting.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC; Human Trafficking 101 – Tressa Weber, Anti-Human Trafficking Hub Representative:

Tressa Weber gave a presentation on Trafficking. She is the Hub Liaison in our area, there are 7 Hubs across Wisconsin. The Hubs were created to help different regions work together, on training and placement. Even though you don't hear a lot about it, it is taking place in Manitowoc County.

There are three types of trafficking: Sex Trafficking, Forced Labor and Domestic Servitude.

The average age of a trafficking victim is 12 – 14 years old. The hot spots in Wisconsin are Appleton, Green Bay, Madison and Milwaukee.

Traffickers are looking for psychologically vulnerable people, victims could have been previously sexually abused, lived in poverty, foster care, etc. They find victims near schools, malls, on social media, etc.

Victims can be hard to identify as some don't identify themselves as victims

In Manitowoc County if the victim is under 18 it is reported to CPS and an investigation takes place. There are detectives trained in Manitowoc also. The most prevalent in Manitowoc is sex trafficking of minors. There is high demand.

Courts are working on how to improve prosecution of buyers, if there was no demand wouldn't see as much trafficking.

Workers in our department are getting more training as we are seeing more trafficking cases.

FINANCIAL AND STATISTICAL REPORTS THROUGH May, 2020:

CPS calls in May were close to last year's numbers.

Crisis calls are still down a little but the calls are lengthier.

The State was planning on setting up a residential center for trafficking victims, but that never really developed. Each county is on their own. We recently had a child trafficking victim that we had to arrange transportation back and forth to Tennessee. Staff applied for funding from the State for Trafficking and was reimbursed \$86,000. Can request funding from the State each year and depending on the requests they get in, they determine which counties get reimbursed.

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

A question regarding if Economic Support has hired anyone. There is one open position. They have interviewed and two good candidates are doing testing, should have someone hired soon.

A question on how Avatar is working. Our Clinical Services Unit is currently using Avatar, IT is currently working with the fiscal unit on billing/entering issues. IT is also developing training for the children's units.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

As of June 30th all staff are working back in the building. Although we have found there was higher productivity with some people working from home. We have been using Zoom for business and trying to get Zoom for healthcare.

HSD buildings will be extending protective measures (face masks, etc.) at least through the end of July. We require clients to wear masks unless they are unable to, if they refuse they would have to meet outside.

Public Works has made table top barriers for our building that can be moved and used where needed.

Patricia is working with Personnel on modifying the current work from home policies. Trying to be flexible with intermittent working from home if workers are exposed to caregivers or others exposed to Covid. Understandably this is a complicated topic as we have to work with several different aspects such as equipment availability, work that can't be performed from home, the services that are best provided in person, etc. and also the "fairness" to all workers. A work from home policy could be helpful as we are running out of space in our building and also as a perk in hiring, would be competitive with other counties trying to attract new hires.

A question was asked about any outbreaks in our Nursing Homes. Nothing reported so far.

We have begun the 2021 Budget Process, looking at any changes.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, August 27, 2020 immediately following the Public Hearing for the 2020 budget which begins at 4:00 p.m.

ADJOURNMENT:

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



MANITOWOC COUNTY
2ND AMENDED HUMAN SERVICES BOARD
MEETING NOTICE

DATE: Thursday, August 27, 2020

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

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220
Also available remotely via Zoom conferencing.

Members of the Human Services Board have the option of attending the meeting in person or via Zoom. Please click the link below to join the webinar:

<https://zoom.us/j/97743039264?pwd=RE1NZWRiVzJON0F6RUFTakZyK1lQUT09>

Password: 784014

Or Telephone:

US: +1 301 715 8592 or +1 312 626 6799

Webinar ID: 977 4303 9264

Password: 784014

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1. Roll Call.
2. Public Comment on any Matter Pertaining to the Human Services Department.
3. Approval of Minutes.
4. Education Topic: Comprehensive Community Services Program Update: Lori Fure and staff.
5. Financial and Statistical Reports through July, 2020 – Patricia Dodge.
6. *Annual Report on Drug Court Activities – Jason Latva.*
7. *Authorization to Enter Lease Agreement for Youth Wellness Center – 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: August 19, 2020

Amended: August 25, 2020

2nd Amended: August 26, 2020

Rick Henrickson, Chair

By: Lori Fure, Lori Joas, 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 4:25 p.m. on Thursday, August 27, 2020 in open session following the Public Hearing, at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI. The meeting was also accessible electronically by Zoom.

Board Members Present: Cavanaugh, Henrickson, Baumann, Agnew, Nasep, Shimulunas

Board Members Attending by Zoom: Ruggirello, Williams

Board Members Excused: Burke

Board Members Absent: None

County Board Members Present: None

County Staff Present: L. Fure, J. Latva, Randolph, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Comprehensive Community Services Program Update: Lori Fure & Staff

CCS currently has a waiting list. Will be requesting two more staff in the 2021 budget to address the wait list for children. There are currently 25 children on the wait list. There are no adults on the wait list. We will probably need 3 workers if the list grows. Hoping they can share offices (possibly work ½ time from home and ½ time in the office). There are many services that can be done from home. The positions are self-sustaining with Medicaid reimbursement.

There are currently 80 contracted certified CCS workers with 15 different providers. There are 11 staff members providing CCS services to adults and children. The recommendation is to have a caseload of 10 children. Our caseloads are higher than that. The facilitators also work in the CLTS program but CCS is the required first program if children qualify. The staff work to keep children in their homes by providing supports that keep them from out of home care.

A question from a board member – shouldn't you try for all 3 positions right away? Next week the Personnel Committee is looking at the work from home policy which is for a maximum of 30 days. Bob Z. said we can discuss and possibly make some exceptions to the 30 day rule. We haven't finalized the budget yet. The state looks like they will keep the same level of funding – so far.

FINANCIAL AND STATISTICAL REPORTS THROUGH JULY, 2020:

Since the board didn't meet in June, we have statistics for that month. Statistics through July will be sent out as there was a computer issue. Currently have a deficit of \$39,000. Mental Health Inpatient projections were adjusted up. We have two kids in out-of-home Residential Care and one more may be placed in September, so those costs will be higher.

We were able to get more revenue from a Mental Health Block Grant for 2020 as well as revenue from prior year's reimbursement that came in.

ANNUAL REPORT ON DRUG COURT ACTIVITIES – JASON LATVA:

Jason is the Treatment and Diversion Supervisor and gave an update on the 3rd year of the Drug Court Grant. The current grant covers through 2021. The program was awarded the "Democracy in Action Award" "Crime Prevention Award", "Collaboration Award" and 2 members received the "Manitowoc Persons of the Year" awards. Jason gave statistics on all the different areas of the program. There were overwhelming successes. There are 2 people that completed their HSED, 9 attending college, 22 gainfully employed, 20 obtained driver's licenses, 9 completed Certified Recovery Coach Training, 7 completed Peer Support Specialist Training, 6 children born to healthy parents and 23 parent/child reunifications. There were also huge reductions in arrests, charges, days in jail, etc. over 90% reduction in all categories. They try to focus on the individual and not the disease.

They can reapply for the grant after 2021 but probably won't receive it, as it would probably go to counties just starting drug court programs, and we are already established. A board member asked if Jason could get some data from other Drug Court Programs around the state to see how we compare to other counties. Jason will check into this.

AUTHORIZATION TO ENTER LEASE AGREEMENT FOR YOUTH WELLNESS CENTER – PATRICIA DODGE:

The contract with JusticePoint ends on 08/31/2020 and we will need to vote on a new lease agreement for the Youth Wellness Center. We will be able to save on administrative costs. This is located in the Clarkbridge Hall location on Clark Street in Manitowoc and we would like to take over the lease of \$800/month. The space includes a kitchen area, classroom and workout areas as well as office space. We will be moving our Juvenile Restitution worker there also.

A MOTION WAS MADE BY BAUMANN, SECONDED BY AGNEW TO APPROVE THE \$800.00 PER MONTH LEASE FOR THE YOUTH WELLNESS CENTER.

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

There was a question on foster parent recruitment signs out in Valders with 629 in the phone number. These are private companies that are recruiting in the area and that one is American Foundations out of Green Bay. We have asked them not to put out the signs but they do anyway.

There are 3 positions through JusticePoint that will now be through the county. One worker will remain and two of the positions will be recruited. Stacy Ledvina will interview.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

The Department of Children & Families is requesting all counties begin using YASI (Youth Assessment and Screen Instrument). All YFS workers will be trained along with community partners (about 75 people). The Kick-off will start this week and every county will start implementing. Community partners would be school officials/law enforcement/court.

Marco Services is going out of business after 41 years in the community. They have offered the property (3 buildings) to Lighthouse Recovery Center. There are 12 beds in the 12th Street building. They also have a Transitional Living apartment building.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, September 24, 2020 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street.

ADJOURNMENT:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY WILLIAMS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:18 P.M.
MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, September 24, 2020

TIME: 4:45 p.m.

PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220
Also available remotely via Zoom conferencing.

Members of the Human Services Board have the option of attending the meeting in person or via Zoom. Please click the link below to join the webinar:

<https://zoom.us/j/91721870903?pwd=ODdWQWFxc2hGT3VqUEJ4QlBIYlB1UT09>
Passcode: 791880

Or Telephone:

**US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128
or +1 253 215 8782**

Webinar ID: 917 2187 0903

Passcode: 791880

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: Youth Assessment and Screening Instrument (YASI) and Youth Justice Innovation Grant – Stacy Ledvina.
5. Financial and Statistical Reports through August, 2020 – 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 17, 2020

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 24, 2020 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI. The meeting was also accessible electronically by Zoom.

Board Members Present: Cavanaugh, Henrickson, Bauman, Burke, Ruggirello

Board Members Attending by Zoom: Agnew, Shimulunas

Board Members Excused: Williams

Board Members Absent: Nasep

County Board Members Present: None

County Staff Present: Joas, Ledvina, L. Fure, Randolph, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

A MOTION WAS MADE BY HENRICKSON, SECONDED BY BAUMANN TO APPROVE THE MINUTES FROM THE PUBLIC HEARING INTO THE 2021 BUDGET. MOTION CARRIED.

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

EDUCATION TOPIC: Youth Assessment and Screening Instrument (YASI) and Youth Justice Innovation Grant – Stacy Ledvina:

Stacy Ledvina presented information regarding YASI, the new Youth Assessment and Screening Instrument that will be implemented statewide for youth justice cases. It will help workers to identify areas to focus on with youth and families to promote positive behavioral change and keep recidivism down. Staff is being trained and would like to implement in January. Once all counties are trained, it will be a much easier transition if youth move from one county to another.

Stacy also talked about the Youth Justice Innovation Grant. Manitowoc County was awarded a \$150,000 grant (a 15 month plan).

There are five main areas we would like to focus on:

1. Looking at assigning the project to one of the new Youth Justice positions to work with a doctor from UW Madison on the Leo Project (using the higher functioning brain.) So many of the kids with a history of trauma don't use the higher functioning brain.
2. Training staff for working with sex trafficking, a program called "Ending the Game".
3. ART - Aggression Replacement Training. Would like to do some refresher training.
4. CAREY Guides and Intervention Tools – Are able to get a free electronic version, can use for 2020 and 2021.
5. Kids at Hope – would like to do refresher training for people in community.

Stacy would definitely be able to come back once the curriculum is developed to show board members. Would bring examples of some of the questions used with youth.

FINANCIAL AND STATISTICAL REPORTS THROUGH AUGUST, 2020:

We are working on the budget for 2021. Out-of-home placements for kids and adults has an increase for the year to date. Badger Care and Waiver are also up.

In the Child Welfare area there are 138 kids in care, 70% of the placements are due to drug abuse. There is more treatment available than ever in our community and great successes but it just keeps affecting more and more people. We have a net \$63,000 projected deficit.

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

All the staff have been hired in Economic Support. There is now an opening in our financial area as a worker is going to fill an opening in Child Support.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Human Services has a \$21,000,000 budget for 2021.

We are requesting 2 additional CCS Facilitators for children to address the wait list issue. These positions should be covered by Medical Assistance reimbursements.

Based on the current year activity for Winnebago Mental Health Institute, we will increase the budget for 2021.

Most of our programming will remain constant for 2021. There are some changes in the Children's Long Term Support Program with additional funding from the state.

We are budgeting revenue allocations from state and federal sources the same as this year since we haven't received the reports yet from those sources.

We did projections on the out-of-home placement costs for children and increased some areas from this year's budget. We are assuming that the grant for the juvenile who is placed out of state will continue to be available to cover those costs

The Supervisory staff typically hosts an Employee Appreciation Lunch for employees in March which we postponed due to Covid-19. (There are no county dollars used for this event.) We will be doing a virtual Employee Appreciation Week in October with various events. We have two banners available for board members to sign if interested that we will display at each building.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, October 22, 2020 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY RUGGIRELLO TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:26 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, October 22, 2020
TIME: 4:45 p.m.
PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220
Also available remotely via Zoom conferencing.

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. Members of the HUMAN SERVICES BOARD have the option of attending the meeting in person, or remotely via Zoom conferencing due to the public health emergency declared by the County and the Wisconsin Governor's Office. **Members of the public may attend the meeting in person at the address listed above or remotely using Zoom at the following link:**

Join Zoom Meeting: <https://zoom.us/j/96711117525?pwd=Njl2eE5JK2l5ODVlVHpZTmpLK1g0dz09>

Webinar ID: 967 1111 7525

Passcode: 791880

Or Telephone: +1-312-626-6799

Meeting ID: 967 1111 7525

Passcode: 791880

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: Information on Family Reunifications – Lane Kinzel.**
- 5. Financial and Statistical Reports through September, 2020 – 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: October 14, 2020

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 22, 2020 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI. The meeting was also accessible electronically by Zoom.

Board Members Present: Cavanaugh, Henrickson, Bauman, Shimulunas, Nasep

Board Members Attending by Zoom: Agnew, Williams, Ruggirello

Board Members Excused: Burke

Board Members Absent: None

County Board Members Present: None

County Staff Present: Joas, Kinzel, L. Fure, Randolph, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Information on Family Reunifications – Lane Kinzel:

Lane Kinzel, Child & Family Services Supervisor presented information regarding legal permanency for kids taken into custody in Manitowoc County compared to the state averages. When kids enter foster care we want to get them home. In Manitowoc County currently, roughly 80% of all placements are because of drug use. We look for family members first and a lot of kids are placed with relatives. That is why our percentage of kids under guardianships is higher than the state average.

The numbers of children served for 2020 will be higher. We've had a hard week with an additional 13 children placed this week.

The percentage of reunifications has increased in the last two years mainly due to the Drug Court. The drug court workers have been a huge help to the CFS unit. They come to unit meetings and discuss what they can do to help parents succeed. We have also received TSSF (Targeted Safety Services) funds from the State. Those are used when children are close to going home and a parent may just need help with rent or day care for a short time to get on their feet. We probably have 15-20 kids that were not placed due to using TSS funds.

We have 4 workers doing training from the State on how to get kids home. It is a very time consuming process. There is also a pilot program for Tailored Court Ordered Conditions we will be participating in. Hopefully it will be easier for parents to understand their conditions and they will be more tailored to their home conditions.

Legal Permanence is considered a TPC with adoption, Guardianships, Reunification or the child ages out and exits. The law has changed so foster children can stay in care until age 21 if they have an IEP in school or until they graduate from high school or age 18. Most foster children want to leave when they are 18 or right after graduation.

FINANCIAL AND STATISTICAL REPORTS THROUGH SEPTEMBER, 2020:

Inpatient mental health (Winnebago) expenses along with 3 placements of children in Residential Care is higher than budgeted. We are anticipating a deficit thru year end to be \$68,000. This may change depending on if we receive any adjustments or if there are additional placements.

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

Is there a department-wide policy on in-person meetings? No, we do not have an across the board policy. Each unit can be different depending on the circumstances, there may be some employees off on quarantine or waiting for test results. We are working with the health department where we need to. Family visits can also be difficult, some foster home don't want the kids to go out on visits and then come back and possibly spread Covid.

There was a question on what happens if you can't find a home for a child tonight. We have respite homes but if they are full we try and place them in shelter homes. We work with Brown County also and have 1 provider through Brown County that is great and willing to take very difficult kids. The hope is they can stay for a few days as a cooling off period and we can get services set up for them to go back home.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Workers have been trying to have family meetings/visitations outside as much as possible but now with the cold weather that is ending. We have very limited space in our building so we will be renting space in the Lakeshore CAP building. We have gotten some furniture donated by WG&R to help get that room set up. The rent is very reasonable. We will also continue to have meetings by Zoom where appropriate.

We are looking for providers to manage our Crisis/Respite Home. There is also a shortage of crisis foster parents.

Staff updates: We have interviewed candidates to fill the Financial Specialist position. We also had an outpatient psychotherapist give her notice and that position has been posted. One of our CST workers has accepted the position in Youth Justice at Clarkbridge Hall, so her position in CST is open.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, December 10, 2020 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY CAVANAUGH TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:18 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, December 10, 2020
TIME: 4:45 p.m.
PLACE: Manitowoc County Human Services Department
801 Jay Street, Manitowoc, WI 54220
Also available remotely via Zoom conferencing.

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. Members of the HUMAN SERVICES BOARD have the option of attending the meeting in person, or remotely via Zoom conferencing due to the public health emergency declared by the County and the Wisconsin Governor's Office. **Members of the public may attend the meeting in person at the address listed above or remotely using Zoom at the following link:**

Join Zoom Meeting: <https://zoom.us/j/98704806849?pwd=WVp1UHhrK3RDT3dyZktlcFphNGZ0dz09>

Webinar ID: 987 0480 6849

Passcode: 791880

Or Telephone: +1-312-626-6799

Meeting ID: 987 0480 6849

Passcode: 791880

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: State Opioid Response Grant Renewal and Plan – Lori Fure.
5. Financial and Statistical Reports through October, 2020 – 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: December 10, 2020

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 10, 2020 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI. The meeting was also accessible electronically by Zoom.

Board Members Present: Cavanaugh, Henrickson, Bauman, Burke

Board Members Attending by Zoom: Agnew, Ruggirello

Board Members Excused: Williams, Shimulunas, Nasep

Board Members Absent: None

County Board Members Present: None

County Staff Present: L. Fure, Randolph, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: State Opioid Response Grant Renewal and Plan – Lori Fure:

We are very excited to have applied for and gotten a large State Opioid Response grant of \$806,600 for the coming year. We had received this grant last year just not as much and developed a solid plan to help people maintain sobriety. This model of team support services has been working. We plan to bring in-house services to 70 people. All levels of care are now available in our community with Lighthouse Recovery a sober living facility for people in recovery. We also have CORE Residential Treatment Facility in Manitowoc. Each have 10 beds for sober living, all beds are currently full. CORE has outpatient, day treatment, and inpatient. Our goals for this year are to get rid of the waiting list for services. Would like to hire new staff and get them trained. When we receive grant money every penny is tracked through our Avatar and PPS programs for the State. Everyone who receives services from the grant money must complete a 37 page questionnaire when they start the program and again at six months and one year after they are in programming.

There was a question if Holy Family was going to be opening a treatment facility. They have partnered with CORE and will not be opening a separate facility. Holy Family donated equipment and space to CORE. There is a 2 story building that has bedrooms on the top floor. There are meeting rooms for group sessions, they have use of the cafeteria also. If interested we could have someone from CORE come in and speak at a board meeting.

The board congratulated Lori on getting this large grant which should really help people in the community.

FINANCIAL AND STATISTICAL REPORTS THROUGH OCTOBER, 2020 – Patricia Dodge:

We are anticipating a deficit thru year end to be around \$33,000. This may change depending on if we receive any adjustments or if there are additional placements.

Economic Support reports that because of Covid hardships on families the State has extended or enhanced Economic Support programs. Clinical Services reports no significant changes but do have a lot more AODA referrals. CCS has two positions in the budget but will be asking for another as we have a large waiting list with 30 kids waiting for service. In the Children's units we currently have 143 kids in out-of-home placements, many are due to Opioid addiction by parents. We do have one of the highest reunification rates in the state. We will also be looking for a program assistant for the CLTS and CCS areas. These programs have many rules to follow and with the increase in workers in CCS we need some additional support. We have 3 LTE's approved. The CPS one is filled but we have not been able to find anyone for CFS or a parent support worker.

We currently have 5 – 6 people per month at Winnebago Mental Health Center and we had 1 at Mendota.

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

There was a question on if Human Services is starting to use Ascend Services. This would be used by our CLTS Waiver Program for disabled children. Ascend is going into students' homes to help with school and life skills. The feedback has been very positive.

A question on if evictions are up in our area because of Covid. Have not seen any data that it is a big problem here like it is in other areas. Homeless families can go to the Hope House and homeless men to the Haven. We also refer people to Lakeshore CAP for housing issues.

DIRECTOR'S REPORT OF AGENCY OPERATIONS – Patricia Dodge:

We have gotten a donation from an anonymous donor the last several years to be used for families with children, and this year it is higher than normal. We deposit it into our emergency fund to be used for items like medications, children's beds, or any miscellaneous item that might be needed in an emergency situation.

Covid update – we have had quite a few staff with symptoms or quarantined and have been working with the Health Department for guidance. We have some employees working ½ time from home and ½ in office and that is working out well. There was a question if working from home is secure for the computer system. Employees working from home use county issued equipment and sign into a VPN that has protections built in.

Staff updates - Alex Herrmann started as the Coordinated Services Team Care Coordinator. We have authorization for an AODA therapist and AODA case manager, Patricia is preparing resolutions to bring to the County Board next week. In the 2021 budget we have 2 new CCS Facilitators. We are still recruiting for a mental health therapist since we did not get a good turn out from the first recruitment. All counties are looking for staff members so there are shortages.

Received notification from the State on costs at the end of the year for the gap between actual costs and Medicaid payments and one program's settlement report is complete. We will receive more than what was budgeted and that increase is not included in the projections yet.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, January 28, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY CAVANAUGH TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:34 P.M. MOTION CARRIED.