



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, January 28, 2021
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/91828523507?pwd=ZWJlU3Y3VE9ZWGNTK1hSYzZyOFh1dz09>

Passcode: 791880

Or Telephone: +1 312 626 6799

Webinar ID: 918 2852 3507

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: Services Provided by CORE Treatment Services – Carmen Persaud.
5. Statistical Reports through December, 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: January 21, 2021

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 4:50 p.m. on Thursday, January 28, 2021 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: Henrickson, Baumann, Agnew, Shimulunas, Nasep

Board Members Attending by Zoom: Ruggirello, Williams

Board Members Excused: Cavanaugh

Board Members Absent: Burke

County Board Members Present: None

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

PUBLIC COMMENT:

No public comment.

HSD Board member Mike Williams would like to thank the board for the sympathy card he received, it really meant a lot to him.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Services Provided by CORE Treatment Services – Carmen Persaud and Chris Gilbert.

Carmen and Chris are Co-Directors of CORE Treatment Services. About 1½ years ago they started working together to provide services in Manitowoc. CORE had started a sober living facility in Manitowoc about 3 years ago. Chris had been working with Human Services workers Jason Latva, Jerry Mutchie and Don Sweet to help set up the program. It was determined many people needed a higher level of care than was available.

Carmen was setting up a treatment program with Holy Family Memorial Hospital and the West Foundation and they started working together. Carmen had worked at Human Services in the past and in private treatment so it was helpful to streamline the process. Now the full range of services are available in Manitowoc. There is Residential Treatment, clients live in the building and attend clinical group services/counseling/peer support groups, etc. There is Day Treatment where clients attend Monday thru Friday. They also have an outpatient clinic, trying to fill in gaps in services in the community.

They have provided services to 23-24 Human Service clients so far. They have gotten certified to complete CCS services through Human Services. They also have 2 sober living apartments available for Recovery clients. If someone isn't sure what level they are at, they can get an assessment that follows the American Society of Addiction criteria that will tell them what level of need they are at and what care their insurance will cover. They are very excited about the great success many of their clients have had so far and continue to have.

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

We are anticipating a surplus thru year end for 2020. We had applied for State funds and have received more than what had been budgeted. We expect to have the year-end totals complete by March.

Supervisor Henrickson thanked the staff for saving where possible.

Lori Joas gave an update on Economic Support activities. There are about 300 more energy assistant applications so far this year. The numbers are high due to a lot of people laid off and also because of some of the requirements being waived by the state so people are staying open for services longer. The President also opened up the open enrollment period for Medicaid from February 15 – May 15 so there may be more enrollments. Economic Support has also been contacting the utility companies to see if there are people with large bills to contact before utilities can be shut off.

Nancy gave an update on child welfare units. CPS had concerns that with Covid and kids not being in school referrals would be down but they are about the same. We have had a lot of turnover in CPS about ¾ of the staff are new but they are pretty much up to speed. CFS has been inundated with new placements, have about 147 kids in foster care. They have approval for an LTE position but have advertised twice and are not getting responses. YFS current referrals are down about 66% compared to 7 years ago so juvenile crime is way down. The childrens' waiver program is going strong and they are adding service providers. We have added a Program Assistant for CCS/CLTS programs. We are in need of foster parents that will take older kids, most want babies, so if you know of anyone let the Foster Care workers know.

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

A question on if you think budgets will increase if the country's borders are opened up and we have an influx of migrants. Will we need to budget money for that possibility?

Any veteran over age 65 can get a Covid shot at the Clement J. Zablocki Veterans Medical Center in Milwaukee. They should call in for an appointment.

DIRECTOR'S REPORT OF AGENCY OPERATIONS – Patricia Dodge:

Covid update – Some of our staff were included in the Category 1A group for vaccines and have been vaccinated. Patricia has been forwarding information to staff as she receives it. If there are cancellations or no-shows the Health Department calls us to let us know if some employees can go in. Staff have continually been exposed to Covid, if they are not ill they can work from home.

The 2021 contracts are complete. We have about eight million dollars in contracts with about 80 providers. If the contracted services are over \$10,000 we complete a contract and if under \$10,000 we sign an agreement. We do amendments during the year as needed.

Staffing: We have had 1 retirement and 2 CCS workers leave since last month. We are currently recruiting for 1 CCS therapist, 2 CCS facilitators, 1 Clinical Case Manager, 2 new AODA Case Managers for the SOR grant, 1 Medical Billing/Coding Specialist, and an LTE for CFS. Have been getting very poor responses to ads placed.

We have been having to get creative with figuring out work spaces for new staff positions. There are no offices available in the 8th Street building.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, February 25, 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 BAUMAN, SECONDED BY AGNEW TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:28 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, February 25, 2021
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/95964593082?pwd=UWFvT0hTTGFOcVJvTmg1cWFjcWxYUT09>

Passcode: 791880

Or Telephone: +1 312 626 6799

Webinar ID: 959 6459 3082

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: Parent Support Worker Program – Jena Foster.
5. Request Authorization to Add a CCS Program Supervisor – Patricia Dodge.
6. Financial and Statistical Reports through January, 2021 – 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: February 17, 2021

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 4:48 p.m. on Thursday, February 25, 2021 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: Agnew, Baumann, Burke, Cavanaugh, Nasep, Shimulunas

Board Members Attending by Zoom: Ruggirello, Williams

Board Members Excused: Henrickson

Board Members Absent:

County Board Members Present: None

County Staff Present: Bruns, J. Foster, L. Fure, Joas, Randolph, Kubec, Dodge, Ziegelbauer

PUBLIC COMMENT:

Nancy Slattery spoke supporting the education topic (Parent Support Worker Program) and also the request to authorize a CCS Program Supervisor position. The position would be almost fully funded by Medicaid so it would not be an expense for the county. She would also encourage advertising with a higher salary so we don't get them all trained and then they leave.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Parent Support Worker Program – Jena Foster and Donna Bruns

Jena Foster is the supervisor of the parent support workers. Jena introduced Donna Bruns, a Parent Support Worker. Jena explained the two main goals of parent support workers are supervised visits and parent education. When children are placed out-of-home, within 5 days of the placement we are mandated to offer visitation. We try to find safe relatives or others that could help with supervision, but when there is no one available the parent support workers supervise the visits and arrange transportation. The State mandates at least 1 visit a week for about two hours. We also encourage virtual contact/face-time, etc. The social workers do safety staffings with the family to see what kind of options are available for them. The parent support workers meet with parents to work on parent education so children can be returned home and continue to visit the home once kids are back home, to see how everyone is adjusting and help parents with any issues.

All of our Parent Support Workers attend the Nurturing Parenting Program which is a 3 day long training program. It is family based training. They initially have parents complete a parenting assessment and they answer 40 questions on their expectations of children. They also complete the ACES (Adverse Childhood Experiences) assessment. Workers use both assessments to set up a curriculum for the parent. They do the assessment when they start working with a parent aide, when they are ½ way done and also when training is complete, to see if they are improving. Parents only have to work on areas they need help with. Many parents are court-ordered to attend parenting education. There were many changes to the program this year because of Covid, (extra cleaning, social distancing, enforcing mask wearing, etc.) we started virtual visits but by May started up face-to-face visits.

We are renting two large rooms at Lakeshore CAP and also using the respite house for visits. They are much bigger areas so social distancing is easier. There is also a fenced in outside area. In January we served 51 families and had 117 supervised visits with 264 hours of visit time.

REQUEST AUTHORIZATION TO ADD A CCS PROGRAM SUPERVISOR – Patricia Dodge:

The CCS Program has grown significantly and there are so many different rules to follow it is becoming overwhelming for one person to supervise that program and the other clinical areas. We would like to request authorization to add a CCS Program Supervisor. There would be 11 employees that would directly report to this position. This position is not included in the budget but administrative costs should be covered by Medicaid.

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY BURKE TO SUBMIT A RESOLUTION TO ADD THE REQUEST TO THE ROSTER OF THE PERSONNEL COMMITTEE AND COUNTY BOARD. MOTION CARRIED.

FINANCIAL AND STATISTICAL REPORTS THROUGH JANUARY, 2021 – Patricia Dodge:

Lori Fure updated the board on the recent CCS audit by the State Division of Quality Assurance. The reviewers are extremely particular on the many rules of the program. Staff have been doing a huge amount of work this year to get all the records converted to the Avatar Program. The audit went really well, and they said it looked better than two years ago when they were here last. The county bills a lot to MA for this program. There are \$2.3 million in the 2021 budget and if we don't do it just right we would get an OIG Audit by the Office of Internal Government.

The CCS program keeps people from having to be institutionalized. It is a psychosocial rehabilitation program serving children through adults. In 2014 we had 2 case managers and 4 providers. Currently we have 11 case managers and 20 contracted providers with 100 employees. The program also connects with drug court participants and people with mental health issues.

The Children's Division said without the CCS program they would have to place more children. There are many children with mental health disorders and there are 30 kids currently on the wait list.

Economic Support said as of February on-line energy assistance applications are going to On-line Services to determine if they may be eligible for any of the emergency rental assistance. Economic Support is still handling the mail-in applications, crisis, furnace replacement and community out-reach. There will be no April 15th deadline this year for energy assistance because of Covid.

Patricia is estimating an annual surplus for the 2020 budget. Part of that is due to an increase in the YFS allocation, as well as a higher expected amount in the WIMCR Medicaid gap program.

We also have a credit of \$6,300 from Winnebago for January.

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

Discussion regarding the issue with the way the State is figuring rates for care providers in the Family Care Program. Lakeland Care, Inc. is losing about 10 million dollars for 2021 and are lowering rates to providers 6 – 7%. Rates will be based on the needs of occupant, not just per person rate, so some will get an increase.

DIRECTOR'S REPORT OF AGENCY OPERATIONS – Patricia Dodge:

Secretary Emilie Amundson will attend the Regional Department Directors Group meeting tomorrow. We will be discussing collaborating with other counties to develop a regional group home or residential home to keep kids with higher needs in the community, rather than having to send them outside of the region or state.

April is Child Abuse Prevention Month and we will send a Proclamation to the County Board. May is Foster Care Month.

Staffing: We have hired 1 CCS Facilitator and 1 Clinical Case Manager which will both be starting in April. The Medical Coding Specialist and Parent Support Worker positions have also been filled. We are still looking for 1 CCS Facilitator, 2 AODA Counselors and an LTE for the CFS Unit.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, March 25, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street. Access will also be available remotely by Zoom.

ADJOURNMENT:

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



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, March 25, 2021
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/91652397265?pwd=MEUrYWllYlZlZkZlA2M0xacXlhcjdhZz09>

Passcode: 359239

Or Telephone: +1 312 626 6799

Webinar ID: 916 5239 7265

Passcode: 359239

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: Child Protective Services Prevention Information – Susan Ader.
5. Financial and Statistical Reports through February, 2021 – 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 18, 2021

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 4:45 p.m. on Thursday, March 25, 2021 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: Henrickson, Agnew, Baumann, Burke, Cavanaugh, Nasep, Shimulunas

Board Members Attending by Zoom: Ruggirello, Williams

Board Members Excused:

Board Members Absent:

County Board Members Present: None

County Staff Present: Ader, 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: Child Protective Services Prevention Information – Susan Ader

Sue Ader is one of the two supervisors of the Child Protective Services Unit. She supervises 8 primary social workers that go out and respond to referrals, 1 access worker and 1 LTE who has been extremely helpful. Since the pandemic some other counties have had the numbers of referrals go down but we only had April of last year with lower numbers, the rest have been steady.

When a referral comes in, workers do an assessment of the family and try to address issues to keep families intact. If there are lower level concerns or neglect we are doing more prevention. We are assigning a Parent Support Worker who works on a parenting program with them to address concerns and hopefully don't have to open the family for services. They are really engaging with their families trying to keep kids in their homes.

The Families First program is an initiative from the state to allow for more prevention services to keep kids in their homes and prevent future abuse. We also receive TSSF grant funds to work on prevention initiatives with families. There are a lot of conditions to meet to use the funds but they are very helpful. Workers can use funds to pay for day care, medications or other temporary items to help the family. It has been nice for staff to be able to work on some prevention items and when we are trying to engage with families they view us as more of a helping hand rather than wanting to remove their children. It has also helped with employee morale, when workers have a little balance between more serious cases, removing children and doing some prevention work.

The most prevalent type of abuse in Manitowoc is neglect, mostly due to drug problems. There were 3 drug busts in the last week in Manitowoc. There are problems with the parents being under the influence and usually the home conditions are not safe with large numbers of needles, drugs and other items being present. Children are testing positive for drugs either through touching them or inhaling substances. We have been working with police to get the children off on the side when doing drug busts so they don't see everything going on. We have also been using the Lakeshore Child Advocacy Center to forensically interview children which is a much more child friendly atmosphere.

FINANCIAL AND STATISTICAL REPORTS THROUGH FEBRUARY, 2021 – Patricia Dodge:

We have had an increase in out of home placements for children and project that we will be overspent about \$98,000 by year end. The Department of Children and Families Basic County Allocation increased a bit in 2021 so that helps.

On the Workload Statistics sheet we are changing the CCS category to show all the open cases that month, not just the new ones that opened that month. We have a waitlist for kids for CCS program.

The moratorium for utility shut offs ends April 15. This will possibly result in an increased demand for applicants that haven't applied yet or those that have past due bills and receive a disconnect notice. We continue to try to be proactive and do outreach to those individuals. Pandemic FoodShare benefits are being issued for families that are eligible for the free or reduced school lunches for the 20/21 school year. The ES staff answer questions regarding this program. Also open enrollment for healthcare in the MarketPlace has again been extended to August 15.

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

There was a question regarding a recent police raid, there were 3 kids in the home, where do the kids go?

They would try and place them with relatives first if they are available and pass a background check, if not available would go to a respite home.

DIRECTOR'S REPORT OF AGENCY OPERATIONS – Patricia Dodge:

Secretary Emilie Amundson attended the Regional Department Directors Group meeting (17 counties are involved). We discussed collaborating with other counties to develop a regional group home or residential home to keep kids with higher needs in the community, rather than having to send them outside of the region or state. She agreed to work with the counties and will start a work group. We also asked DCF to allow more flexibility for the Families First funds, the rules are very rigid to get approvals, and she was open to that.

March is National Social Work Month, April is Child Abuse Prevention Month, Counseling Awareness Month and Economic Support Specialist Recognition and May is Mental Health Awareness Month and National Drug Court Month. We have printed flyers to put around the building in recognition. We normally had a lunch in March but we had moved to a Virtual Appreciation Week in Fall last year. We will also do some sort of appreciation event in the fall this year.

Staffing: We have filled 1 AODA Case Manager Position and the after-hours Crisis Worker and have one AODA Case Manager starting April 19th. The CCS Facilitator and Clinical Case Manager candidates both turned down the positions. We are still looking for 2 CCS Facilitators, 1 AODA Counselor, 1 CCS Supervisor and an LTE for the CFS Unit. We currently have 48 kids on a wait-list for CCS services.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, April 22, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street. Access will also be available remotely by Zoom.

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY CAVANAUGH TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:17 P.M.
MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, April 22, 2021
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/99949197578?pwd=Unc1ek1hOWtKSURCN0dGV3NTSXZTQT09>

Passcode: 424612

Or Telephone: +1 312 626 6799

Webinar ID: 999 4919 7578

Passcode: 424612

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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: Children's Long Term Support Waiver Program Updates – Lisa Stephan.
5. Authorization for an Additional Children's Waiver Program Support and Service Coordinator – Patricia Dodge.
6. Authorization for an Additional Adult Protective Services Worker – Patricia Dodge.
7. Financial and Statistical Reports through March, 2021 – 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: April 13, 2021

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 4:49 p.m. on Thursday, April 22, 2021 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: Henrickson, Agnew, Burke, Cavanaugh, Shimulunas

Board Members Attending by Zoom: Ruggirello

Board Members Attending by Phone: Baumann

Board Members Excused: Nasep, Williams

Board Members Absent: None

County Board Members Present: None

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

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Children's Long Term Support Waiver Program Updates – Lisa Stephan

Lisa Stephan is the supervisor of the Birth – 3 and CLTS programs. She mentioned that the Birth-3 program switched contracted providers last year to Rehab Resources out of Sheboygan and the transition has gone very smoothly, we are very happy with their services.

The CLTS Waiver Program is a Home and Community-Based Service Waiver that funds community supports and services for children who have substantial limitations in their daily activities and need support to remain in their home or community. Eligible children include those with developmental disabilities, severe emotional disturbances, and physical disabilities. Funding can be used to support a range of different services based on an assessment of the needs of the child and family.

As of January 1st Wisconsin went to a statewide budget and enrollment, we are obligated to continue to serve every child that is eligible. The Governor's current budget includes language to make CLTS an entitlement program ensuring funding for all eligible children and eliminating wait-lists. We do not have a wait-list in Manitowoc.

In 2017, we had 96 kids in the program and in 2020 we had 217 kids enrolled in the program. In 2020, we had added an additional worker, since that time, we have added 51 more kids to the program, and have 26 providers. Our caseloads average between 25 – 35 cases. We are requesting an additional staff member to handle the increase in numbers. We currently have 11 new families getting set up for services. The cost of an additional worker would be covered by the state.

Once we receive a referral we have 10 days to contact the family, 45 days to complete the screening and 60 days to get up and running with the providers set up.

The guidelines are not as strict as they once were so more children are eligible for services. Families used to have to be on waitlists for years before they were eligible. We continue to add providers to our pool of resources for families to explore. We work with each family individually to meet their unique needs. We have had many success stories. We are currently in need of respite providers if you would know of anyone interested. The state sets the rates, we are working with Respite Care Association of Wisconsin to get providers.

AUTHORIZATION FOR AN ADDITIONAL CHILDREN'S WAIVER PROGRAM SUPPORT AND SERVICE COORDINATOR

A MOTION WAS MADE BY BURKE, SECONDED BY RUGGIRELLO TO SUBMIT A RESOLUTION TO ADD THE REQUEST TO THE ROSTER OF THE PERSONNEL COMMITTEE AND COUNTY BOARD. MOTION CARRIED.

AUTHORIZATION FOR AN ADDITIONAL ADULT PROTECTIVE SERVICES WORKER

A MOTION WAS MADE BY BURKE, SECONDED BY RUGGIRELLO TO SUBMIT A RESOLUTION TO ADD THE REQUEST TO THE ROSTER OF THE PERSONNEL COMMITTEE AND COUNTY BOARD. MOTION CARRIED.

FINANCIAL AND STATISTICAL REPORTS THROUGH MARCH, 2021:

Members can look at the handouts for current numbers through March.

The moratorium for utility shut offs ended April 15, so people can be disconnected if not paying bills. There is additional crisis funding available. WPS has been working with customers and Economic Support has been working with the smaller utility companies.

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

There was a question on if our foster care system is being affected by the influx of children coming into the country. We have a severe shortage of foster homes in Manitowoc County, we have 45 licensed homes and currently have 157 kids in placements. Not all placements are in foster homes some are in Kinship placements, etc. The number of kids in placements are as high as it has ever been, but $\frac{3}{4}$ of our placements are related to drug abuse. We are currently recruiting for foster parents, if anyone would like to take a lawn sign home we have some available, if you know anyone interested in being a foster parent have them contact us.

There was also a question on with more people with addiction issues are property owners ignoring mandates and kicking people out of apartments. We have not seen a significant issue with people losing apartments. Lakeshore CAP handles the rental assistance program and has additional funding available. A lot of the landlords in the area don't seem to have issues when they know the person is working with our department. Also now with the sober living apartments available in Manitowoc we work with CORE to help people in our programs. The people with the biggest issues are people just getting out of prison or people with mental health issues.

DIRECTOR'S REPORT OF AGENCY OPERATIONS: We did not have a report this month.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, May 27, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street. Access will also be available remotely by Zoom.

ADJOURNMENT:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY RUGGIRELLO TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:21 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, May 27, 2021
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/97799630732?pwd=d0poY2kwSTNTa1BYSkZPMUV0bERvQT09>

Passcode: 684335

Or Telephone:

Dial (for higher quality, dial a number based on your current location): US: +1 312 626 6799 (Chicago)

Webinar ID: 977 9963 0732

Passcode: 684335

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: Substance Abuse Prevention Program – Annie Short, Director, Northeastern Wisconsin Area Health Education Center.
5. Financial and Statistical Reports through April, 2021 – 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: May 6, 2021

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 4:48 p.m. on Thursday, May 27, 2021 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: Henrickson, Burke, Cavanaugh, Shimulunas, Ruggirello

Board Members Attending by Zoom: Agnew, Williams

Board Members Attending by Phone:

Board Members Excused: Baumann

Board Members Absent: Nasep

County Board Members Present: None

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

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Substance Abuse Prevention Program – Annie Short, Director, Northeastern Wisconsin Area Health Education Center.

Annie Short introduced herself, passed out information and said thank you for the County Prevention Dollars, they are well spent.

This past year their main focus was to reduce access to alcohol and drugs to youth. Before Covid there was a huge surge in vape products, even youth using in school, would like to see if that continued. With Covid couldn't do as much in-person work as we planned.

This past year we did a "Small Talks" media campaign (trying to support parents) to make sure kids didn't have unsupervised access to alcohol. Our Facebook page has 700 members, we had 2 billboards, and also had ads on streaming services, and direct e-mail marketing targeting adults 25-49 (parent population).

The "Dose of Reality" campaign started a few years ago and was geared towards older people to lock up meds. This year we tried to reach more people and handed out Dispose RX packets and information on drop boxes at food distribution sites and meals on wheels. We receive state money and two years ago started with disposal kits and lock boxes to nursing homes. Also feel doctor's offices are doing so much better in the last couple of years on giving out information on not getting addicted.

This summer they are handing out festival tool kits to cities on how to have alcohol safe events. There are ID scanners, and wrist bands to give to those over age 21.

There is also a new product Delta 8 (it does not have the full content of marijuana but higher content than a CBD product) that just came out in the state, mostly at gas stations. They are gummy bears, oil or other products that have very little regulations, there are no laws on age to buy. The packaging looks like candy. We would like to let parents know about it so it doesn't get in the hands of kids. It can also be smoked in a vape, so parents should be aware of what their kids are using.

Their mission is to increase Healthiest Manitowoc County and the Substance Abuse Prevention Coalition.

FINANCIAL AND STATISTICAL REPORTS THROUGH APRIL, 2021:

The biggest growth is in the number of kids in out-of-home care. We don't have enough foster homes. We do use some group homes out of the county. We are adding positions in CCS as we have 59 kids on a wait-list. The State requires no wait list for the Children's Waiver Program. The new CLTS position has been approved and is posted, the APS position was also approved.

We are currently projecting an \$88,000 deficit to the original budget. The deficit is due to the number of kids in care, and how long they are in care. We didn't budget as much for group home placements as we are using.

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

A board member complimented Nancy Randolph on a recent Herald Times article regarding Foster Care. He also read about the Production Farm, it was very interesting. There was a question on how they help the youth. Our facilitators set up goals and the kids spend time at the Production Farm learning living skills and work on individual goals for each child. We recently contracted for a summer camp – 1 day a week with transportation included.

There was also a question on the Drug Court in Manitowoc compared to Green Bay – do many people drop out. Our program is generally 90-120 days and we don't have many drop outs, there are relapses but many people get back into the program. Our Drug Court has about an 88% graduation rate. Brown County had a drug court long before us and we went there to get ideas to get ours set up.

DIRECTOR'S REPORT OF AGENCY OPERATIONS: PATRICIA DODGE

We had received a grant last year for a jail counselor/case manager position that was situated at the jail and the jail contracted for nurse/psych services. This year the jail will administer the grant and the position will be through them. They will discharge and enroll people in our programs.

The other Boards are ending Zoom meetings. Do we want to go to all in-person meetings also? By request, we will continue June by Zoom, no meeting in July and in August start back to in-person meetings.

The Public Participation Process is required to get public input regarding next year's budget. We would have the public hearing right before the board meeting. We will get information on the June agenda about the Public Hearing to be held in August.

We have offered positions to two CCS facilitators and the Clinical Case Manager. We will be using two casual positions for transportation aides for family/home visits for now to see how it goes. Still looking for CCS Supervisor, CLTS and APS positions.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, June 24, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at 801 Jay Street. Access will also be available remotely by Zoom.

ADJOURNMENT:

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



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, June 24, 2021
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/92962769667?pwd=VEU4YUZDMWFHZHRHbGVQNjZCeWJ6Zz09>

Passcode: 802862

Or Telephone:

Dial (for higher quality, dial a number based on your current location): US: +1 312 626 6799 (Chicago)

Webinar ID: 929 6276 9667

Passcode: 802862

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 Energy Assistance Program – Deb Williquette.
5. Financial and Statistical Reports through May, 2021 – Patricia Dodge.
6. Determine Public Participation Process and Date of Public Hearing into the 2022 Budget. – Patricia Dodge and HSD Board.
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 17, 2021

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 4:46 p.m. on Thursday, June 24, 2021 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: Henrickson, Cavanaugh, Shimulunas, Ruggirello, Nasep

Board Members Attending by Zoom:

Board Members Attending by Phone:

Board Members Excused: Baumann, Burke, Williams

Board Members Absent: Agnew

County Board Members Present: None

County Staff Present: Randolph, Joas, Williquette, Kubec, Dodge, 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.

EDUCATION TOPIC: Update on Energy Assistance Program – Deb Williquette

Deb Williquette, Economic Support Supervisor, provided information on the Energy Assistance Program. The program provides a one-time heating and electric benefit per season. This is the first year people can apply on-line and the State contracted with Energy Service, Inc. to handle all on-line applications. The County also receives crisis funds from the state and funds from Keep Wisconsin Warm. This is used for people with no heat or disconnect notices. 95% of these funds help veterans, elderly and disabled. We also have funds for Emergency Furnace Services which can be used to repair or replace furnaces.

Because of Covid the 2020 season extended through the 2021 heating season. The State did automatic payments to electric and home fuel customers. There is also a centralized crisis fund through the State we can use. The American Rescue Plan Act included additional energy assistance and rental assistance. Lakeshore CAP handles any rental assistance needs.

FINANCIAL AND STATISTICAL REPORTS THROUGH MAY, 2021:

In April we had 2,164 people receiving energy assistance and in May there were 2,200.

The CPS unit has really been scrambling to keep up with higher than normal numbers. We had an LTE employee that will be taking the open CPS position. There was a question on if the case is a screen-out, do we do any follow-up with the family – we do referrals for resources but no other follow-up after the case is screened-out.

Clinical Services – crisis calls have been increasing and calls are more intense. We are starting to look at creating a crisis center. Staff are spending many hours out of regular services to handle crisis calls. So staff are starting to look at what a crisis center could look like, being open 24/7 and taking walk-ins during the day, etc. (This will not be a quick process.)

We have hired two people to handle transportation for our CPS/CFS units. This is really working out great and saving so much of our parent aides work time, very successful so far. Right now we are looking at an \$87,000 deficit for the year. Mainly due to kids in residential homes or out-of-county group homes. It is very challenging to get local providers for services.

DETERMINE PUBLIC PARTICIPATION PROCESS AND DATE OF PUBLIC HEARING INTO THE 2022 BUDGET. – PATRICIA DODGE AND HSD BOARD

Every year we are required to allow public input on the budget. We can either do a public hearing or a county-wide survey. We would have to make it available then publish in the newspapers. We have tried that a few times but really hasn't worked out real well.

It was decided to have a hearing at 4:00 p.m. before the August 26th Human Services Board Meeting. Meeting notices will be put in the newspaper and on the website. There was a question on if someone has a question that can't attend the hearing due to work hours, etc., can they submit a question before the meeting. We will check with the Clerk's office to see if we can accept input before the meeting.

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

Are foster parents or foster children receiving any training on Critical Race Theory? No, that is not a part of the curriculum for foster parents. There is a state coalition that provides foster parent training. The training is updated and there is a lot more training on race and gender issues than there was in the past.

There was a question on why the secure detention days really went up. There were 2 people and more than our average number of days at the center. Will have to check with that unit on the increase.

DIRECTOR'S REPORT OF AGENCY OPERATIONS: PATRICIA DODGE

Have positive news, our CST unit received an additional \$25,000 grant besides the \$60,000 main grant. CST workers work with the family, school and child. They set goals with the child to determine what would help them the most. Most of this grant money will go towards supplies, Rec Programs, skill building, baseball, babysitting courses, music and other positive skill building programs.

We are working on the 2020 budget, the first step is working on staffing needs, programming needs and how to fill open positions. There is an increase in CPS and the ongoing unit for out-of-home placements. CCS programs have 59 kids on a waitlist. We have filled some of the current positions, but have 1 CFS, 1 CPS, 1 Kinship Care Coordinator open and found a CCS Supervisor but person then turned it down. We are also trying to get an LTE for the child welfare unit and one for the ongoing unit. Still searching for those.

Date of next meeting:

The next regular meeting of the Human Services Department Board will be held on Thursday, August 26, 2021 immediately following the Public Hearing for the 2021 budget which begins at 4:00 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 SHIMULUNAS TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:23 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, August 26, 2021
TIME: Immediately Following Public Hearing at 4:00
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: State Opioid Response Grant #2 and Plans – Lori Fure.
5. Financial and Statistical Reports through July, 2021 – 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 19, 2021

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 4:22 p.m. on Thursday, August 26, 2021 immediately following the Public Hearing meeting in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Agnew, Baumann, Burke, Cavanaugh, Nasep, Shimulunas, Williams.

Board Members Excused: Henrickson, Ruggirello.

Board Members Absent: None.

County Board Members Present: None.

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

EDUCATION TOPIC:

Lori Fure, Clinical Services Deputy Director, presented information on the renewal of the State Opioid Response Grant #2 and plans for its use.

From Oct 1 2019-2020 we received a total of \$137, 503 to serve an additional 60 people with an opioid diagnosis. We actually served 78 new clients with an opioid diagnosis. Total clients served with any SUD diagnosis was 490.

From Oct 1 2020-2021 we were awarded \$806,600. We needed to see 70 new clients with an OUD this year. So far we served at least 62 new clients with an OUD, total of 112 with an OUD and estimated 560 total all SUD.

This year we are asking for \$810,950. The state wants us to lower the request. This is mainly because the new grant, SOR 2 includes methadone services, so more counties are requesting funds. The other issue is that in 2019 Manitowoc County had 11 overdose deaths and in 2020 there were 16. We would argue that had it not been for the measures we took that number would be much higher. Other new requirements include increased tracking, new questionnaires, Hepatitis C screening, and HIV screens.

Services provided with the grant include: Case Management – to coordinate services including detox, residential, day treatment, transitional recovery housing, Peer Support Specialists/Recovery Coaches with a local provider to transport people to treatments, provide employment coaching, set educational goals, obtain permanent housing, follow through with medical care, and teach independent livings skills.

Intensive Outpatient – 3 hours of therapy 3 days per week for 7 weeks. Each client also gets an hour of 1:1 counseling per week. Matrix model is an evidenced based practice that integrates several research-based techniques (including cognitive-behavioral, 12 Step, and motivational enhancement) to target clients' behavioral, emotional, cognitive, and relationship issues.

Moral Reconciliation Therapy® is the premiere cognitive-behavioral treatment program for substance abuse and offender populations. Developed in 1985, over 200 published outcome studies have documented that MRT-treated offenders show significantly lower recidivism for periods as long as 20 years after treatment. The term "moral" refers to moral reasoning based on Kohlberg's levels of cognitive reasoning. The word "reconciliation" comes from the psychological terms "conative" and "conation," both of which refer to the process of making conscious decisions. MRT is a cognitive-behavioral treatment system that leads to enhanced moral reasoning, better decision making, and more appropriate behavior.

Recovery Management: 2 hours one day per week. We use Seeking Safety which is an evidence based treatment model for trauma and addiction. There are 25 coping skills taught in Seeking Safety. Every skill applies to both trauma and addiction simultaneously. Some categories of skills include: Setting Boundaries in Relationships, Honesty, Compassion, Healing from Anger, and Recovery Thinking. The main aim of these skills is to help patients attain safety in their relationships, thinking, behavior, and emotions.

Psychotherapy: treatment of trauma - Harm reduction means treating people where they are at. They need to be able to survive long enough to reach abstinence. We see people 1:1 for education and motivational interviewing until they are ready for treatment.

Questions from Board members: How does a person get into the program? A lot of people are referred through our crisis services, emergency rooms and detentions. Several referrals come from Child Welfare staff who have parents with SUD issues. We use 2 crisis beds to help stabilize the person and get an assessment. People also refer themselves. In the past there were mostly mental health self referrals but this past year it was mainly SUD treatment requests. We just opened a new service to schedule emergency assessment slots.

Is the state looking at the correlation of Hepatitis C to drug abuse? The state is collecting data regarding injection drug use. Once they receive this data, will the state look at increases in available treatment and funding for it? We don't have information on the state's plans.

FINANCIAL AND STATISTICAL REPORTS THROUGH JULY, 2021:

Children in out of home placement numbers continue to increase.

The Wisconsin Home Energy Assistance Program begins on October 1st. Notices will be sent in September.

Question from a Board member: Why is there an increase in Food Share recipients when there are many jobs available? During Covid the 6 month review requirement was waived. Now that is back in place so there should be a decrease in eligible participants.

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

At the June HSD Board meeting there was a question on why the secure detention days really went up. There were 4 unrelated cases where we had youth in detention in May. A few of them were longer term stays due to the severity of the incidents such as someone having a gun outside a local high school. This required a longer stay while the case went through court and services were put in place.

Is there any progress on filling the Coordinated Services Team coordinator position? There were 15 applicants and only 1 was qualified to interview.

With the estimated 3 million undocumented people in the United States, should we set aside money for unexpected expenses? After discussion, it was decided not so set aside funding at this time.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

1. The Children and Families Allocation work group for the Wisconsin County Human Services Association has completed the review of funding allocation methods that had been set up years ago. Several factors were considered when we were determining how funding should be redistributed including using a 95% hold harmless method, a 50/50 allocation considering poverty level and those in the Supplemental Nutrition Assistance Program, or others such as child population.

After polling all of the county Human Services Departments in Wisconsin, the majority agreed that they were not willing to agree to a redistribution process if they were going to lose part of their allocation. The group is willing to look at future increases in the allocation to ensure an equitable distribution.

2. Staffing: We have been recruiting for various positions throughout the year and are dealing with a lack of applicants as well as people who declined our offers.

Current vacancies are: Economic Support Specialist, CCS Supervisor, CST Coordinator, CFS Ongoing Social Worker, Parent Support Worker limited term, and Transportation Specialists.

3. We are requesting a variety of new positions in the 2022 budget to meet the increased demands for services. We are planning for more use of the county office complex space as well as sharing office space since we have run out of room in the 8th Street building.
4. The foster care team received 75 county fair tickets that were donated by Braun Excavating. The foster families appreciated the tickets.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, September 23, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at the 801 Jay Street entrance.

ADJOURNMENT:

A MOTION WAS MADE BY WILLIAMS, SECONDED BY BAUMANN TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:16 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, September 23, 2021
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: Legal Permanence Requirements and Results – Lane Kinzel.
5. Financial and Statistical Reports through August, 2021 – 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 15, 2021

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 23, 2021 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Hendrickson, Baumann, Cavanaugh, Shimulunas, Nasep, Ruggirello.

Board Members Excused: Burke, Williams, Agnew

Board Members Absent: None.

County Board Members Present: None

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

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

A MOTION WAS MADE BY CAVANUAGH, SECONDED BY SHIMULUNAS TO APPROVE THE MINUTES FROM THE PUBLIC HEARING INTO THE 2022 BUDGET. MOTION CARRIED.

EDUCATION TOPIC: Legal Permanence Requirements and Results – Lane Kinzel

Lane Kinzel the supervisor of the Child and Family Services Unit discussed legal permanence for kids in care. Legal Permanence is defined as a child who is discharged from out-of-home placement to either reunification, guardianship or TPR and adoption. The Focus is family first – we really make an effort to keep kids in the home instead of going into foster care. The Federal benchmark counties try to reach is 43%. We are currently below the statewide average at between 20 – 30%. Most of the kids going into care in Manitowoc County are because of parents' drug issues, and success takes more time for parents to get clean. In 2019, we had 97 kids in care, we currently have 165 kids in care.

Reunification is defined as a child being returned to the home of a parent. Manitowoc has done an excellent job in this area and maintain a top 10 rating. The State and Federal benchmark is reunification within 12 months. Manitowoc County is also exceeding the statewide average for kids being returned home within 12 months.

Guardianship is defined as a child achieving permanency through a legal guardianship order. Guardianships focus on getting kids placed with relatives, grandparents, etc. When guardianship is granted we don't need to terminate parental rights, they stay with family and we get social workers out of the kid's lives. Manitowoc County is also exceeding the statewide standards in this area.

The Federal standards really emphasize once kids go home we do not want them to re-enter foster care within 12 months. Our workers work very hard with the parents to make the changes to get kids home and keep them home. Manitowoc County is in the top percentages statewide for kids not returning to care and we are very proud of this.

Federal standards also look at Relative Placement Comparison. Manitowoc County also exceeds the statewide standards in this area with nearly 50% of kids placed with relatives. This keeps kids placed with family. All studies show that kids do much better when they stay with family.

Manitowoc County is doing really well and exceeding statewide averages in all areas except legal permanence, where we are not doing quite as well. The key is preventing kids from going into care in the first place. We have been setting up targeted safety plans and have received some grants so we have some funds to help families with what they need immediately to keep kids at home (examples are a cleaning service, rent, childcare).

FINANCIAL AND STATISTICAL REPORTS THROUGH AUGUST, 2021:

One of the areas with a large increase is the kids CLTS program. Last August there were 190 kids in the program, in August 2021 there were 245 kids in the program. We had added 1 position this past year and are requesting two more next year, one in January and one in July.

Financial projections for 12 months, right now the bottom line shows a surplus at the end of year. Some of the higher areas are kids in group homes or residential care centers. We currently have 3 kids in more expensive placements (group homes).

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

There was a question on if drug issues are getting better with all the treatment now available. Right now, the numbers are still high but we would be way worse if we didn't have drug court and available treatment.

Looking at the Secure Detention Report – that is the best it's been for a long time, what's the difference now. The juvenile system used to be much more punitive then it is now. Now juveniles only go to detention for very serious incidents. The Youth Wellness Center has also helped, judges give youth a condition of a certain amount of days at the wellness center.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

- Patricia attended the Wisconsin County Human Services Association meeting. The next thing the group is taking up is the complex needs of youth and not enough places to send kids to. Hopeful something good will come out of this. Right now, we don't have good resources for kids with severe mental health issues. Some of the bigger counties have regional centers but they are very expensive to run.
- Lori Fure is working on the State Opioid Response Grant. A lot more counties are now applying so they are cutting our grant. We have the best program in the state right now. Hopefully any extra money left over we could receive. We would like to thank our staff, Bob and the Board for their support.

- Current vacancies are: Economic Support Specialist, CCS Supervisor, CST Coordinator, LTE's for a CFS Ongoing Social Worker, Child Protective Services worker, and Parent Support Worker.
- Jason Latva our Drug Court Coordinator is leaving 10/01/21. He accepted a position with the State. We wish him well, but he will be missed.
- We are requesting a variety of new positions in the 2022 budget to meet the increased demands for services.

DATE OF NEXT MEETING:

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

ADJOURNMENT:

A MOTION WAS MADE BY BAUMANN, SECONDED BY CAVANAUGH TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:19 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, October 28, 2021
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: Youth Wellness Center and Youth Justice Programs – Stacy Ledvina, YFS Supervisor; Tim Gabriel and Jessica Duzeski, Youth Justice Case Managers.
5. 2022 Budget Discussion – Bob Ziegelbauer, County Executive.
6. Financial and Statistical Reports through September, 2021 – 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 19, 2021

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 28, 2021 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Hendrickson, Agnew, Baumann, Burke, Cavanaugh, Nasep, Ruggirello, Shimulunas, Williams

Board Members Excused: None

Board Members Absent: None.

County Board Members Present: None

County Staff Present: Duzeski, Gabriel, Joas, Kubec, Ledvina, Randolph, Dodge, Ziegelbauer

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Youth Wellness Center and Youth Justice Programs – Stacy Ledvina, YFS Supervisor; Tim Gabriel and Jessica Duzeski, Youth Justice Case Managers

Stacy Ledvina handed out a program description for the Restorative Justice Program. We had been contracting with Justice Point to handle this program, but that ended in August last year. We have revamped the program and have 4 full-time county staff running it. One part of the program is Youth Tracking, we serve youth involved in the youth justice system. Youth can be referred through TPC Orders, Court orders or agreements of voluntary referrals. It starts with court; our workers go to the hearing and meet the youth and family and discuss expectations. We use GPS monitoring with an ankle bracelet just like for adults, there is computer software that alerts if it is out-of-range or a tamper alert.

Depending on the level of supervision ordered we use different programs. The Youth Wellness Center serves youth ages 13 – 18, either voluntarily or as part of a court agreement. Youth will be referred for a certain number of hours by the court. Workers use the State YASI program to do a risk and needs assessment of the youth to see what their needs and strengths are and set up activities based on that. Some work on independent living skills, skill building activities, education support or positive leisure activities. Schools also make referrals, we have had 21 new kids enter the program in each of the last two months. Tim has been really excited that quite a few kids are volunteering to stay in the program longer than required. Youth Justice Case Managers communicate with social workers, schools, mental health professionals as a team to meet needs of the youth.

Staff use CAREY guides from the State, which is a curriculum with workbooks, that can be tailored to each youth. Our workers have also been doing training in the Kids at Hope philosophy. There was a 10-week training on brain development, that many staff attended. We have been working to try and mold the program to fit better with our youth, many of the kids have emotional issues. We will also be working on tracking and data collection on kids we work with to see how the programs are working.

We are trying to get youth to think of some positive things and what they want in the future. We want them to have hope for their future. Many have never done any pro-social leisure activities like going to a movie, sporting event or working in a garden. We have a public garden that we use to teach skills like, planting, weeding/watering plants, if someone pulls out some of their plants they can see how it feels when someone ruins something they have been working on, learning empathy skills, they also harvest the plants and make desserts or meals, etc.

We also use Intensive Case Management that provides an advanced level of case management to moderate to high risk youth. It focuses on accountability, community safety and skill development, which are all factors that are shown to reduce a youth's risk level. Work on decision making, assertiveness instead of aggression, family and peer relationships, self-esteem, expressing feelings, alcohol or drug abuse recognition and errors in thinking.

Jessica and Tim also shared success stories of youth they have been working with.

2022 BUDGET DISCUSSION – Bob Ziegelbauer, County Executive

Bob discussed the 2022 budget. It is about 150 pages, and he supplied copies of pages related to the Human Services Budget. The first page is a financial dashboard for position requests. Page 2 is a summary of the financial process on the Human Services Department. In 2022, we plan on adding more than \$3,000,000 to total expenses and recommend adding 17 ½ positions to Human Services. Pages 3, 4, 5 details specific programs and the last page includes a memo to the County Board listing all the positions we are recommending. For the 17.49 positions more than half is funded through State and Federal Programs. Human Services has had a surplus the last three years. Bob congratulated Patricia on doing a great job on getting grants for funding and working with State and Federal systems. Bob mentioned that the presentation by HSD staff illustrates how things change and he would like to give credit to HSD staff for making changes to programs and finding new ways to help youth and families in our community.

FINANCIAL AND STATISTICAL REPORTS THROUGH SEPTEMBER, 2021:

We've increased some positions, but there is still a need for services, all areas are up from last year. There are many mandates on services we have to provide and some areas cannot have wait lists. Two numbers aren't showing up on the Workload Statistics sheet for Clinical services yet because of the new computer system but we will get them once a program is set up.

The financial projection for 2021 right now looks like we should have a surplus. We have a few kids in higher cost placements but have cost savings in other areas.

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

How many open positions are there currently? Patricia will include that in the director's report.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

Patricia handed out a copy of the budget process, so you can see how the process works in HSD.

We are working with the Family First Prevention Act where states are required to submit a five-year prevention plan for federal Title IV-E prevention services. The plan builds on the existing framework in child welfare to place more emphasis on serving more children in their homes or with relatives. This is a move to make changes to the delivery of services in child welfare and is part of Wisconsin's child welfare transformation to keep more kids safely in-home and connected with family. We're glad that the state and federal governments are recognizing that they should be providing prevention funding to assist staff with providing options tailored to each individual family's needs in partnership with them. The goal is to reduce the number of children served in out-of-home care. We don't know how much of the TSSF Grant we will receive next year but we just submitted the grant requesting \$170,000.

Jim Baumann sent Patricia information on the format of the agenda for another Board that he is a member of. Their agenda lists what will be discussed and then indicates Action Requested where needed. Jim thought that would be helpful for our agendas. What we do now is indicate where we need a vote on an item which doesn't occur frequently. Also, Jim suggested that board members be provided with a list of acronyms to follow along at meetings. New board members do receive these in their packets. A list of abbreviations is included in your packets. Thanks Jim for the suggestions.

Staffing Updates: Lori Joas's team is going through applications for the Economic Support Specialist position (74 applicants) and will set up interviews for appropriate candidates.

Lori also discussed that the Call Center which is a consortium with 8 other counties just went live on Friday with a new phone system, they are still working out a few issues, but she is very proud of how the staff is handling it.

We have hired replacements for our two Staff Accountants and they will both begin on November 2nd.

We have filled one of the two open AODA Case Manager positions and the person will begin on Monday.

We continue to recruit for the CCS Supervisor position as well as the LTE in CPS.

We purchase various services from the non-profit organization Lighthouse Recovery Community Center on behalf of clients in recovery. The Lighthouse is hosting their annual Dose Of Hope fund raising Campaign next Friday, November 5th from 4:00 – 7:00 p.m. at the Faith Church on South 42nd Street in Manitowoc. There will be an art gallery for purchasing art works, live music, guest speakers, a silent auction and raffles. The Lighthouse has been expanding their services in the community and we will ask their Director, Christma Rusch to provide information at our next HSD Board meeting in December.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, December 9, 2021 at 4:45 p.m. The meeting will be held in the 8th Street building at the 801 Jay Street entrance.

ADJOURNMENT:

A MOTION WAS MADE BY AGNEW, SECONDED BY BURKE TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:55 P.M. MOTION CARRIED.



MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, December 9, 2021
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: Services Provided by the Lighthouse Recovery Community Center – Christma Rusch, Director.
5. Financial and Statistical Reports through October, 2021 – 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 2, 2021

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 4:47 p.m. on Thursday, December 9, 2021 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

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

Board Members Excused: Burke, Shimulunas

Board Members Absent: Williams

County Board Members Present: None

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

PUBLIC COMMENT:

No public comment.

The Human Services Department Board observer for the League of Women Voters, Nancy Slattery, would like to thank the board. She said she is going to be replaced by Suzanne Zipperer.

APPROVAL OF MINUTES:

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

EDUCATION TOPIC: Services Provided by the Lighthouse Recovery Community Center – Christma Rusch, Director.

Patricia introduced Christma Rusch from Lighthouse Recovery Community Center. Human Services works with them on many different services.

Christma said they are an (RCO) Recovery Community Organization and they bridge the gap between professional treatment and develop a recovery support network. They are a non-profit group that is led and run by members of the local community. They use peer-based and other recovery support services. They honor all pathways to recovery, and try to educate the public about the reality of recovery.

They offer recovery resources, a drop-in center, education, addiction management, a variety of recovery meetings, (they have 72 meetings a month), peer support specialists, recovery coaches and recovery coach training.

They serve those with substance use disorder and friends and family members, anyone who has been affected by addiction. It does not matter the substance or behavior. They also help navigate the system to receive recovery support services.

When Marco Services closed, they gifted all 3 buildings to Lighthouse. They currently use Horizons, the Lofts, and Lotus (a separate agency operating a sober living facility), they all offer different levels of care.

Horizons has a capacity of 12 and the Lofts has a capacity of 10. They had received 117 applications for residency in year 1 and served 43 individuals. In 2021, they served 175 people. They have a clear process to follow and have a team approach to everything they do. They aim to set up everyone for success, and use a wrap around approach. They build in many layers of accountability, and do not rush the process. The average time someone stays is about 120 days.

Once a year they have a “Dose of Hope Campaign” for Stigma Reduction and an Awareness Fundraiser. They also give out Recovery Ally Awards and this year Human Services was one of the winners.

Christma started Lighthouse three years ago, because she was tired of going to friends’ funerals and trying to console their families. They have had tremendous growth and success in the last 3 years. They try to meet people where they are at. Drug court is also very involved. They now have 19 staff that have gone through programming here. They also have 3 phase volunteer opportunities, subcommittees and para-professional education. She thanked Human Services for working with them on many levels.

FINANCIAL AND STATISTICAL REPORTS THROUGH NOVEMBER, 2021:

There has been a large increase in CPS cases in 2021. At the end of November, we were up 199 referrals from last year and had an additional 108 screen-in cases.

There is also a 51% increase in kids in foster care. We are always looking for more foster homes.

The energy assistance program also increased from 831 participants in October, 2020 to 1,091 participates in October, 2021.

The financial projection for 2021 right now looks like we should have a surplus. This would be from a combination of things including receiving more grant funding in some areas than was originally budgeted.

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

None

DIRECTOR’S REPORT OF AGENCY OPERATIONS:

We are starting to work on the Purchase of Service contracts for 2022. We have about 70 providers and around \$12 – \$13 million dollars of purchased services. We try to have all the contracts complete by the end of the year.

Aging and Disability Resources had normally received an Elder Abuse Grant and they would work with Human Services regarding distributing it. The Grant will now be administered by Human Services, as our Adult Protective Services unit was using most of the grant. It is a \$35,000 grant and funds can be used for short-term CBRF placements, in-home services, cleaners, dumpsters, short-term items that will make it possible for people to remain in their homes.

We also re-applied for the TAD Grant, which is a 5-year grant. We requested \$305,000 this year but more counties applied so we will not be getting an increase, unless there is money left after

distribution. There is a chance we could receive some additional funds. We have been approved for another 5 years.

Staffing updates: We have filled the CCS Supervisor position with an internal candidate who is a CCS psychotherapist. They will keep a small caseload and supervise 12 positions.

We are doing some reorganizing of the Clinical Services staff. One of the new CCS facilitator positions we would like to change to a Quality Program Specialist. With additional staff we will need more support with reviews, audits, etc. We would also like to add a supervisor in Clinical Services to the CSP area. CSP works with clients with chronic mental illness, to keep them in their homes. We can bill MA for their services. These changes will still have to go through committees, we are hoping the board will support these changes. The board discussed and is in support of these changes.

Economic Support filled their vacancy and the person started Monday. They are also looking to fill a position that will be open due to a retirement early next year.

We also have a person for the open Mental Health Outpatient position, but there are a few things to work out.

To accommodate additional staff, along with people sharing offices and working part-time from home we will be moving our Birth -3, CLTS and CST units out to the county office complex. They are remodeling and moving all Economic Support workers to one area, then will make some additional offices. We won't be able to move everyone until at least April but we should be able to move about 7 people to existing offices hopefully in January.

There was a question on if they are keeping the main entrance on the west end. Yes, when you enter that door, the receptionist will be in the office to the left. There has not been as many visitors as now the economic support applications, etc. are done on-line.

There was a question on if Human Services received any recent money from the State. Patricia said we do a de-obligation and re-obligation report that is due at the end of March. In April or May, we would receive any money. If there is any prior year State aide not used it will be put in next year's budget.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, January 27, 2022 at 4:45 p.m. The meeting will be held in the 8th Street building at the 801 Jay Street entrance.

ADJOURNMENT:

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