

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

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, October 24, 2024 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Bruns, Klein, Muench, Naidl, Ruggirello, Schiesl, Shimulunas

Board Members Excused: Agnew, Brey

Board Members Absent:

County Board Members Present: Martell

County Staff Present: Ader, Diener, Fure, Huss, Joas, Johnson, Kubec, Williquette, Ziegelbauer

PUBLIC COMMENT ON ANY MATTER PERTAINING TO THE HUMAN SERVICES DEPARTMENT:

None

APPROVAL OF THE SEPTEMBER 26, 2024 MINUTES:

A MOTION WAS MADE BY MUENCH, SECONDED BY SCHIESL TO APPROVE THE MINUTES FROM THE SEPTEMBER 26TH MEETING. MOTION WAS CARRIED.

EDUCATION TOPIC – ECONOMIC SUPPORT – Deb Williquette

Deb Williquette gave an informative talk on the Economic Support Programs available and eligibility guidelines. These programs have many policies that are continually changing. They had anticipated some reduced numbers once all the covid restrictions were lifted but the numbers really haven't changed.

FINANCIAL PROJECTIONS FOR SEPTEMBER, 2024 – Jessica Huss

Copies of the projected budget were distributed to board members, and questions were opened to the HSD Board members in attendance.

Deputy Director Jessica Huss provided a brief overview of the department's financial performance, and the projected deficit for 2024. She also introduced Melissa Diener, the financial supervisor.

DISCUSSION ON THE 2025 HUMAN SERVICES BUDGET – Bob Ziegelbauer.

County Executive Ziegelbauer distributed and reviewed the Human Service Department's 2025 proposed budget. The documented included HSD proposed budget and changes made by Executive Ziegelbauer.

There were questions and discussions on individual line items.

There was also a discussion on the safety items that were removed from the budget.

A MOTION WAS MADE BY RUGGIRELLO, SECONDED BY MUENCH TO ADD \$15,500 TO THE 2025 HUMAN SERVICES BUDGET FOR SAFETY IMPROVEMENTS FOR THE DOWNTOWN BUILDING, MOTION CARRIED.

QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT: Lori Fure

No additional questions.

DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure

Director Fure said DPW will be adding lettering to one of the downtown building first floor windows facing Washington Street. It will indicate direction to public entrance and will list crisis line number.

Director Fure provided an update on the damage to the Hamilton Street Building; the projected completion date will now be early December.

Stacy Ledvina provided a Kids at Hope training for staff and community partners last week.

Update on state required "Culturally and Linguistically Appropriate Services" standards. An internal workgroup completed assessments on all DHS programs and services. We are asking staff to divide into sub groups to start work on implementation plans in the following areas in which we need to improve: 1. Training (onboarding and annual for cultural competence and health equity) 2. Forms translation 3. Signage and décor 4. Policies and Procedures. Since there is no funding/budget part of the work group will involve searching and applying for grants.

Sarah Murphy, Adult Protective Services worker, provided training on financial exploitation along with an APS worker from Sheboygan County, to the Manitowoc and Sheboygan branches of United One Credit Union.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on December 5, 2024 at 4:15 p.m. The meeting will be held at Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

ADJOURNMENT:

A MOTION WAS MADE BY MUENCH, SECONDED BY SCHIESL TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:53 P.M., MOTION CARRIED.