



## MANITOWOC COUNTY HUMAN SERVICES BOARD **AMENDED MEETING NOTICE**

DATE: Thursday, January 23, 2025  
TIME: 4:15 PM  
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 December 5, 2024 Regular Meeting Minutes.
4. Education Topic – Substance Use Disorder (SUD) Success Stories – Jerry Mutchie.
5. Financial Projections for **December November**, 2024 – Jessica Huss.
6. Director's Report on Agency Operations – Lori Fure.
7. Questions from Board Members on the Status of the Human Services Department.
8. Discussion on 2024 – 2025 Human Services Department Budget – Chairman Jim Brey.
9. Set Next Meeting Date.

Date: January 13, 2025

**Amended: January 21, 2025**

Jim Brey, Chair

By: Sue Ader, Lori Joas, Betsy Johnson, Jessica Huss –  
Deputy Directors, Lori Fure – 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 4:15 p.m. on Thursday, January 23, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

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

Board Members Absent:

County Board Members Present: Grambow, Martell

County Staff Present: Ader, Fure, Huss, Joas, Johnson, Kapla, Kubec, Mutchie, Schmidt-Sadowski, Ziegelbauer

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

Carrie Redo spoke regarding concerns over decreased grant funding for sober living and the successful outcomes for people who use sober living.

Judge Rohrer expressed concerns about cutting any recovery services.

Judge Dewane spoke in opposition to forming an opioid task force.

Jonathan Neeb, Executive Director of Lotus Recovery Home, spoke in opposition to an opioid task force and advocated for funding of sober living.

**APPROVAL OF THE DECEMBER 5, 2024 MINUTES:**

A MOTION WAS MADE BY BRUNS, SECONDED BY SHIMULUNAS TO APPROVE THE MINUTES FROM THE DECEMBER 5<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – SUBSTANCE USE DISORDER (SUD) SUCCESS STORIES –**

Jerry Mutchie, SUD supervisor introduced himself, his role and two former service participants who told their stories.

**FINANCIAL PROJECTIONS FOR NOVEMBER, 2024 – Jessica Huss**

Deputy Director Jessica Huss provided a brief overview of the department's financial performance. In April we had been projecting nearly a \$7 million deficit. But have been working very hard, cutting anywhere we can to reduce that amount. We are still gathering information, but now have a projected \$4.2 million deficit for year end.

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure explained opposition to an opioid task force. The Human Services Department has been responding to the opioid crisis for many years. The department has experienced the problem from many angles and all programs or services here have been impacted. HSD has built a continuum of care that provides evidence-based practices, everything from crisis stabilization options to

intensive outpatient, case management, coordination of residential treatment and use of Comprehensive Community Services.

Director Fure provided update on grants. In late December HSD received notice that the State Opioid Response (SOR) grant award is 40% less than the previous 3 years. This is due to the total funds available and ranking of counties by need. In 2017, the year of our first SOR grant, Manitowoc was ranked 8<sup>th</sup> most in need relative to the opioid crisis. In 2024 Manitowoc County fell to number 22. State grant coordinators acknowledged that they can see that what Manitowoc County is doing, is working, but they have to prioritize counties based on need. With counties and tribes requesting just under \$16 million and the state having only \$8 million to distribute, priority goes to the neediest counties. Opioid settlement funds can fill in gaps left by reduced grant funds.

Director Fure highlighted three service areas with significant increases this past year: Children's Long Term Support waiver program (CLTS), Adult Protective Services (APS) and Crisis. The CLTS program served 100 more children in 2024 than in 2023. APS had 121 more referrals in 2024 than in 2023. Working hour crisis had 222 more crisis contacts in 2024 than in 2023. After-hours crisis had 459 more contacts in 2024 than in 2023. That number does not include after-hours youth justice or child protective services responses, which are also provided by after-hours crisis workers. All of those numbers represent a significant amount of work to absorb.

### **QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

It sounds like you are being punished for doing a good job, what has changed? We built something that works. The SOR grant coordinators from the state told us we are a victim of our own success. The state ranks high need areas based on number overdose deaths, opioid or stimulant-related hospitalizations and new cases of hepatitis C. Other counties have consulted with us to see how we developed our service continuum.

### **DISCUSSION ON THE 2024 - 2025 HUMAN SERVICES BUDGET – Chairman Jim Brey**

One of the board members received a phone call about the Parent Café's ending. These are so helpful for parents with disabled children. With increased workloads in CLTS this is not something staff can continue to facilitate. There is a plan for Human Services staff to ease out of facilitating them.

County Executive Ziegelbauer said we'll have more budget information in the next two meetings. Right now, the 2025 budget is pretty stable. We will have more details in the coming weeks.

### **DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on February 27, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Office Complex, 4319 Expo Drive, Room 300, Manitowoc, WI.

### **ADJOURNMENT:**

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



## MANITOWOC COUNTY AMENDED HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, February 27, 2025  
TIME: 4:15 PM  
PLACE: **Hamilton Street Building**  
**808 Hamilton Street, Manitowoc, WI. 54220**  
**Conference Room # 130**

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 January 23, 2025 Regular Meeting Minutes.
4. **Education Topic – Comprehensive Community Services (CCS) – Lori Fure.**
5. Financial Projections for **January**, 2025 – Jessica Huss.
6. Requesting reclassification of current Program Specialist – HSD CCS (B22) to a CCS Admin Support (B21) position – Lori Fure.
7. Director's Report on Agency Operations – Lori Fure.
8. Questions from Board Members on the Status of the Human Services Department.
9. Discussion on 2024 – 2025 Human Services Department Budget – Chairman Jim Brey.
10. Set Next Meeting Date.

Date: February 10, 2025  
**Amended: February 20, 2025**

Jim Brey, Chair  
By: Sue Ader, Lori Joas, Betsy Johnson, Jessica Huss –  
Deputy Directors, Lori Fure – Director

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

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

**CALL TO ORDER:**

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, February 27, 2025 in open session at the Manitowoc County Human Services Department, 808 Hamilton Street, Conference Room #130, Manitowoc, WI.

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

Board Members Excused: Brey, Ruggirello

Board Members Absent:

County Board Members Present: Behnke

County Staff Present: Ader, Fure, Huss, Joas, Johnson, Kubec, Miller, Reindl, Schmidt-Sadowski, Stephan, Ziegelbauer

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

Stephan Schwartz spoke in support of the Production Farm and the importance of helping special needs children.

**APPROVAL OF THE JANUARY 23, 2025 MINUTES:**

A MOTION WAS MADE BY MUENCH, SECONDED BY SCHIESL TO APPROVE THE MINUTES FROM THE JANUARY 23<sup>RD</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC –COMPREHENSIVE COMMUNITY SERVICES (CCS) – LORI  
FURE.**

Lori gave an overview of the CCS program which has expanded significantly since its inception in 2006.

**FINANCIAL PROJECTIONS FOR JANUARY, 2025 – Jessica Huss**

Deputy Director Jessica Huss provided a brief overview of the department's financial performance and handed out information which highlighted some items from the 2024 budget. We have worked really hard to reduce the deficit to approximately \$2.5 million for 2024.

**REQUESTING RECLASSIFICATION OF CURRENT PROGRAM SPECIALIST – HSD  
CCS (B22) TO A CCS ADMIN SUPPORT (B21) POSITION – LORI FURE**

A MOTION WAS MADE BY SCHIESL, SECONDED BY MUENCH TO APPROVE THE RECLASSIFICATION OF A CURRENT CCS PROGRAM SPECIALIST (B22) TO A CCS ADMIN SUPPORT (B1) POSITION. MOTION WAS CARRIED.

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure shared concerns about the February County Board Meeting.

Since the state took over CLTS contracts starting Jan 1, it reduced the workload of our contract specialist. We evaluated how the remainder of that person's workload could be redistributed and decided to eliminate that position. The person in that position was able to move into an open CCS admin support position.

Turnover has a budgetary impact. We've had two recent retirements and three other staff leave since January.

**QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

None.

**DISCUSSION ON THE 2024 - 2025 HUMAN SERVICES BUDGET – Chairman Jim Brey**

Chairman Brey is not in attendance today. Board Member Shimulunas said she had gotten a list of acronyms used at Human Services that was very helpful.

**DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on March 27, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 4319 Expo Drive, Manitowoc, WI.

**ADJOURNMENT:**

A MOTION WAS MADE BY SCHIESL, SECONDED BY MUENCH TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:24 P.M., MOTION CARRIED.



## MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, March 27, 2025  
TIME: 4:15 PM  
PLACE: **Manitowoc County Office Complex**  
**4319 Expo Drive, Manitowoc, WI. 54220**  
**Conference Room # 300**

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 February 27, 2025 Regular Meeting Minutes.
4. Education Topic – Children’s Long-Term Support (CLTS), Birth to 3, and Coordinated Services Team (CST) – Lisa Stephan and Lisa Reindl.
5. Financial Results for 2024 – Jessica Huss.
6. Financial Projections for February, 2025 – Jessica Huss.
7. Director’s Report on Agency Operations – Lori Fure.
8. Questions from Board Members on the Status of the Human Services Department.
9. Discussion on 2024 – 2025 Human Services Department Budget – Chairman Jim Brey.
10. Set Next Meeting Date.

Date: March 10, 2025

Jim Brey, Chair

By: Sue Ader, Lori Joas, Betsy Johnson, Jessica Huss –  
Deputy Directors, Lori Fure – Director

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

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

**CALL TO ORDER:**

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, March 27, 2025 in open session at the Manitowoc County Human Services Department, 4319 Expo Drive, Conference Room #300, Manitowoc, WI.

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

Board Members Excused: Agnew, Ruggirello

Board Members Absent:

County Board Members Present: Martell

County Staff Present: Ader, Antinoja, Crilly, Fure, Huss, Joas, Kubec, Reindl, Stephan, Ziegelbauer

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

None

**APPROVAL OF THE FEBRUARY 27, 2025 MINUTES:**

A MOTION WAS MADE BY MUEENCH, SECONDED BY SCHIESL TO APPROVE THE MINUTES FROM THE FEBRUARY 27<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – CHILDREN’S LONG-TERM SUPPORT (CLTS), BIRTH TO 3, AND  
COORDINATED SERVICES TEAM (CST) – LISA STEPHAN AND LISA REINDL.**

Lisa Stephan and Lisa Reindl gave an overview of the CLTS, Birth-3 and CST programs which serve 700 Children in Manitowoc County with physical or developmental disabilities.

**FINANCIAL RESULTS FOR 2024 – Jessica Huss**

We have finished up the 2024-year end process and our unaudited deficit is \$2.819 million. Our external auditing partners will be on-site in a few weeks, if they identify anything that we missed during the audits those changes will be made.

**FINANCIAL PROJECTIONS FOR FEBRUARY, 2025 – Jessica Huss**

Deputy Director Jessica Huss provided a brief overview of the department’s financial performance so far for 2025. It is very early, but right now the year is starting out well and we show a surplus of \$354,000. Jessica will be meeting with the County Finance Director to discuss making some budget adjustments.

**DIRECTOR’S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure attended the last County Board meeting and did a presentation on our CCS program. There were good questions asked.

There was an incident yesterday in our clinical services area. A client experiencing psychotic symptoms became physically aggressive. No staff were hurt, but the patient required restraint by 4 police officers and 2 paramedics.

Since the last HSD Board meeting, we have been working with 3 youth who were planning potential school shooters. They all had at least one day of secure detention. Once is still there and will likely need a longer-term placement elsewhere.

This week there was a jury trial for a termination of parental rights. Our CPS ongoing workers have been working on it since 2019. The case involved threats to staff and was generally very stressful for everyone involved. The jury decided in favor of the termination of parental rights,

There was a Ribbon Cutting Ceremony at the new Lakeshore Child Advocacy Center in Sheboygan. Since it is so close it will be very helpful to our agency. The center provides forensic interviews of children that are legally defensible in court and minimize trauma.

Director Fure said there has been a change in which county is responsible for clients placed in facilities in other counties. In the past, the placing county would be responsible and that is not always the case now.

#### **QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

There was a question asking if there are residency requirements and since we have a good drug court program and sober living facilities in our county are other counties sending people here and now, we have to pay for them. Residency requirements are they have to live here for 30 days.

There was also a question on open positions in the agency. We currently have a Clinical Services Supervisor position, a CPS Ongoing position, an Economic Support position and a CCS position. We also have a Transportation Specialist position we are not filling for right now and a Family Support Worker position that we are not filling immediately.

#### **DISCUSSION ON THE 2024 - 2025 HUMAN SERVICES BUDGET – Chairman Jim Brey**

Nothing additional.

#### **DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on April 24, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

#### **ADJOURNMENT:**

A MOTION WAS MADE BY MUENCH, SECONDED BY KLEIN 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, April 24, 2025

TIME: 4:15 PM

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 March 27, 2025 Regular Meeting Minutes.
4. Education Topic – Supported Apartments – Betsy Johnson.
5. Financial Projections for March, 2025 – Jessica Huss.
6. Director's Report on Agency Operations – Lori Fure.
7. Questions from Board Members on the Status of the Human Services Department.
8. Discussion on 2024 – 2025 Human Services Department Budget – Chairman Jim Brey.
9. Set Next Meeting Date.

Date: April 15, 2025

Jim Brey, Chair

By: Sue Ader, Lori Joas, Betsy Johnson, Jessica Huss –  
Deputy Directors, Lori Fure – 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 4:15 p.m. on Thursday, April 24, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

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

Board Members Excused: Agnew

Board Members Absent:

County Board Members Present:

County Staff Present: Ader, Fure, Huss, Joas, Johnson, Ziegelbauer

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

None

**APPROVAL OF THE MARCH 27, 2025 MINUTES:**

A MOTION WAS MADE BY SCHIESL, SECONDED BY SHIMULUNAS TO APPROVE THE MINUTES FROM THE MARCH 27<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – SUPPORTED APARTMENTS – Betsy Johnson**

Deputy Director Johnson provided an overview on supported apartments for eligible chronically mentally ill residents, which started in 2010, and has been growing ever since. The successful partnership saves Manitowoc County \$779,085 on group home placements every year. More importantly, it provides the residents with the support needed to enable them to live their best lives.

**FINANCIAL PROJECTIONS FOR MARCH, 2025 – Jessica Huss**

Deputy Director Huss provided a brief overview of the department's financial performance so far in 2025. Deputy Director Huss also provided comments on the status of the 2024 deficit, sharing that the financial statements are currently being audited, and the audited totals should be ready to be shared with the board in May.

County Executive Ziegelbauer shared some points on the origination of the 2024 budget deficit, the root causes, what the deficit was projected to be, what it actually was, and how the remaining budget gap is being funded. The County Executive provided a comparison of Manitowoc County to surrounding counties, primarily focusing on their total expenditures and local dollars invested in Human Services programs. In comparison Manitowoc County does align with other counties in both categories.

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure pointed out the recent updates to the conference room the board was meeting in, and extended her gratitude to the Department of Public Works for their hard work in completing the updates, and for providing the funding for the project.

There have been a number of safety upgrades in the downtown building this year beginning with the addition of the elevator FOB system. Recently, the door leading from the lobby to the stairwell was modified and now requires a FOB to open. Finally, new security cameras were installed in the lobby and outside this past weekend. The security cameras and monitors were graciously funded with Information Technology's operating budget.

There have been more threats than normal lately against Human Services staff. Some of the staff are afraid, and we've even had clients leave the lobby area and exit the building because of unsettling situations that were occurring. Our safety consultant has suggested that we lock the vestibule door so clients have to be buzzed in when they have an appointment. We are awaiting a quote on this improvement, and we expect it to be costly. We plan to build this safety improvement into the 2026 budget.

The 2025 finances are looking promising at this time, however we had eight Youth Justice referrals in the last week which could result in some costly placements. Adult Protective Services' (APS) cases have been rising, and are expected to continue due to our aging population. We are watching these areas closely. On a positive note, Children's Protective Services (CPS) has reported 51% of our current placements are currently with family members which generally leads to a better outcome for the child. The state average is 40.83%.

Economic Support week is May 12<sup>th</sup>. Economic Support recently underwent a review which went well. The official results will be shared tomorrow, 4/25/25.

Manitowoc has it's first Narcan vending machine located outside of the Northeastern Wisconsin Area Health Education Center. The initial Narcan for the machine was provided by the Public Health Department, and it will continue to be replenished using Human Services Narcan supply.

Director Fure gave a shout out to the Foster Care team for coordinating and hosting two successful, grant funded events recently. The first was an easter egg hunt for the foster kids to enjoy, and the second was a bowling event for all of the foster families. Both events were well attended, and received many compliments from the families.

#### **QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

The board asked a number of questions related to juvenile placements, safety improvements, and the budget.

#### **DISCUSSION ON THE 2024 - 2025 HUMAN SERVICES BUDGET – Chairman Jim Brey**

None.

#### **DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on May 22, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

#### **ADJOURNMENT:**

A MOTION WAS MADE BY BRUNS, SECONDED BY SCHIESL TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:27 P.M., MOTION CARRIED.



## **MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE**

**DATE:** Thursday, May 22, 2025

**TIME:** 4:15 PM

**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 April 24, 2025 Regular Meeting Minutes.
4. Education Topic – Foster Care – Karen Zahn and Christy Torrison.
5. Financial Projections for April, 2025 – Jessica Huss.
6. Director’s Report on Agency Operations – Lori Fure.
7. Questions from Board Members on the Status of the Human Services Department.
8. Discussion on 2024 – 2025 Human Services Department Budget – Chairman Jim Brey.
9. Set Next Meeting Date.

**Date:** May 14, 2025

**Jim Brey, Chair**

**By: Sue Ader, Lori Joas, Betsy Johnson, Jessica Huss –  
Deputy Directors, Lori Fure – 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 4:15 p.m. on Thursday, May 22, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Brey, Klein, Muench, Naidl, Schiesl, Shimulunas

Board Members Excused: Agnew, Bruns, Ruggirello

Board Members Absent:

County Board Members Present:

County Staff Present: Ader, Fure, Huss, Joas, Johnson, Kubec, Mutchie, Schmidt Sadowski, Torrison, Zahn, Ziegelbauer

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

Suzanne Zipperer from the League of Women's Voters said they will be having an Information Session on Medicaid Services next Thursday, May 29<sup>th</sup> at 6:00 p.m. at the Manitowoc Library. Speakers will discuss what Medicaid covers and fast-moving Congressional legislation. Two of the speakers are just back from Washington DC.

**APPROVAL OF THE APRIL 24, 2025 MINUTES:**

A MOTION WAS MADE BY MUENCH, SECONDED BY SCHIESL TO APPROVE THE MINUTES FROM THE APRIL 24<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – FOSTER CARE – Karen Zahn and Christy Torrison**

Karen Zahn and Christy Torrison provided an overview of the foster care program. Manitowoc County currently has 50 foster homes, 12 licensed relative homes and 25 homes in the licensing process. The foster care team is dedicated to ensuring the well-being of children in care by recruiting, training and licensing compassionate and capable foster families. To support foster parents, they host family-friendly events throughout the year, hold training opportunities and offer respite care to prevent caregiver burnout. They apply for all available grant opportunities.

**FINANCIAL PROJECTIONS FOR APRIL, 2025 – Jessica Huss**

Deputy Director Huss provided a brief overview of the department's financial performance so far in 2025. Although we were projecting a surplus last month, we are now projecting a \$349,903 deficit for 2025. This is primarily due to costs of youth placements. A contract that was eliminated for an Adult Protective Services crisis bed will help offset some of the deficit.

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

May is Mental Health Awareness Month and also Foster Care Month.

Lori Joas, Deputy Director of the Economic Support Division is retiring effective June 6<sup>th</sup>, after 30 years. Deb Willquette has been appointed as Deputy Director. We are recruiting to replace her supervisor position. Kewaunee County has recruited one of our long-time ES workers.

CLTS just completed a review. The state contracts with Metastar to ensure standards are met. They look at 4 categories: Enrollment, Service Plans, Health Safety & Welfare, and qualified Providers. Overall we scored nearly 3% points above the state average.

Sheboygan County CPS and Foster care teams came to tour our Visitation Center. They were impressed. Our center greatly increases our efficiency.

**QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

County Board Chair Martell had a question about the CCS WIMCR payment. in advance will have an affect on the budget later in the year. In the past, the CCS WIMCR payment was received 1.5 years after the service. The State recently implemented an option to receive an estimated advance, so that we would receive payments in the current year. Going forward we will opt for this estimated payment to be received in the current year.

**DISCUSSION ON THE 2025 HUMAN SERVICES BUDGET – Chairman Jim Brey**

County Board Vice-Chair Behnke thinks we should form a committee and be more vocal about how much counties have to pay for programs like B-3. The State and federal payments are not covering enough of the costs, which are then left to the counties. He suggested meeting with our legislators.

**DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on June 26, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

**ADJOURNMENT:**

A MOTION WAS MADE BY MUENCH, SECONDED BY KLEIN TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:11 P.M., MOTION CARRIED.



## **MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE**

**DATE:** Thursday, June 26, 2025

**TIME:** 4:15 PM

**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.
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4. Education Topic – Drug Court – Jerry Mutchie.
5. Financial Projections for May, 2025 – Jessica Huss.
6. Director’s Report on Agency Operations – Lori Fure.
7. Questions from Board Members on the Status of the Human Services Department.
8. Discussion on Human Services Department Budget – Chairman Jim Brey.
9. Set Next Meeting Date.

**Date:** June 16, 2025

**Jim Brey, Chair**

**By: Sue Ader, Betsy Johnson, Deb Williquette, Jessica Huss – Deputy Directors, Lori Fure – Director**

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

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

**CALL TO ORDER:**

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, June 26, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Agnew, Brey, Bruns, Klein, Muench, Naidl, Ruggirello, Shimulunas  
Board Members Excused: Ruggirello

Board Members Absent:

County Board Members Present: Chairman Tyler Martell

County Staff Present: Fure, Huss, Johnson, Keagle, Mutchie, Williquette, Ziegelbauer

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

None

**APPROVAL OF THE MAY 22, 2025 MINUTES:**

A MOTION WAS MADE BY MUENCH, SECONDED BY SCHIESL TO APPROVE THE MINUTES FROM THE MAY 22<sup>nd</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – DRUG COURT – Jerry Mutchie**

Clinical and SUD Supervisor, Jerry Mutchie provided a thorough overview on Manitowoc County's Drug Court Program. Mr. Mutchie reviewed the eligibility requirements, disqualifying charges, the services and training available for the participants, an overview of the program phases, criteria for graduation, and program incentives. Mr. Mutchie also shared the unintended benefits of the program such as reduced costs in other programs.

Mr. Mutchie introduced the new Drug Court Coordinator, Mandy Keagle who shared her experience, and goals with the Drug Court Program. Mr. Mutchie and Ms. Keagle answered questions from the board members.

**FINANCIAL PROJECTIONS FOR MAY, 2025 – Jessica Huss**

Deputy Director Jessica Huss shared the department's financial results for May, 2025. Deputy Director Huss shared that while the possibility of a deficit was suggested during the May board meeting, as of the end of May, Human Services is again projecting to have a surplus. The improvement is due to two corrections that were made to the excel spreadsheet that is used to monitor the budget, and a change in the long-term outlook for the three youth who moved into costly placements in April. Deputy Director Huss shared that the department continues to grapple with repairs on their aging vehicle fleet, and as of the end of May, 62% of their 2025 budget has been expended.

Deputy Director Huss reminded the board that we are still very early in the year and it's difficult at this time to accurately predict how the year will end.

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure welcomed Deb Williquette, the new Deputy Director of Economic Support to the leadership team.

She reminded the board that June is elder abuse month, and shared that the Adult Protective Services (APS) staff have been involved in a number of initiatives to raise awareness, such as a podcast earlier this week. Director Fure said that the number of APS clients is elevated, and continues to rise. She shared this has been anticipated with the Baby Boomer generation beginning to age. She complimented the seasoned staff in APS who have handled the increase without issue due to their experience and dedication to their work.

Director Fure informed the board that in the last few days she's received word that there could be three high-cost placements for youth and that involuntary mental health hospitalizations have been on the rise this year.

On June 11, 2025, Child Protective Services (CPS) Supervisor, Sean Michaels attended the children's legislative caucus to advocate for funding for child advocacy centers. Mr. Michaels represented the county and the agency well.

Last week the Youth and Family Services (YFS) Supervisor, Stacy Ledvina and former Deflection and Diversion Coordinator Emma Eisenschink traveled to San Diego, CA to share the results of the county's Deflection and Diversion grant at a conference.

Recently, Clinical and SUD Supervisor Jerry Mutchie was invited to participate as part of a panel for Healthiest Manitowoc. It was a great experience and Mr. Mutchie represented Manitowoc County well.

Economic Support is currently navigating a policy change related to the Foodshare program call the Unclear Rule.

Director Fure concluded by sharing that the agency currently has six vacant positions.

#### **QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

The board asked questions related to youth placements, and elder abuse.

#### **DISCUSSION ON THE 2025 HUMAN SERVICES BUDGET – Chairman Jim Brey**

Deputy Director Huss shared that the 2026 budget process is underway, and she expects to finish meeting with all of the unit supervisors next week.

#### **DATE OF NEXT MEETING:**

There will be no meeting in July. The next regular meeting of the Human Services Department Board will be held on August 28, 2025 at 4:05 p.m, or immediately following the public hearing which will begin at 4:00 PM. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

#### **ADJOURNMENT:**

A MOTION WAS MADE BY MUENCH, SECONDED BY AGNEW TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:13 P.M., MOTION CARRIED.



## **MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE**

**DATE:** Thursday, August 28, 2025  
**TIME:** Immediately following the Public Hearing which begins at 4:00 p.m.  
**PLACE:** Manitowoc County Human Services Department  
801 Jay Street, Manitowoc, WI 54220

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

1. Roll Call.
2. Election of Human Services Board Chair – Discussion & Action.
3. Public Comment on any Matter Pertaining to the Human Services Department.
4. Approval of June 26, 2025 Regular Meeting Minutes.
5. Education Topic – Financial and Budget Reports – Jessica Huss and Melissa Diener.
6. Financial Projections for July, 2025 – Jessica Huss.
7. Director's Report on Agency Operations – Lori Fure.
8. Questions from Board Members on the Status of the Human Services Department.
9. Set Next Meeting Date.

**Date:** August 19, 2025

**By:** Sue Ader, Betsy Johnson, Deb Williquette, Jessica Huss – Deputy Directors, Lori Fure – 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 4:03 p.m. on Thursday, August 28, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

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

Board Members Excused: Agnew, Bruns

Board Members Absent:

County Board Members Present:

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

**ELECTION OF HUMAN SERVICES BOARD CHAIR - DISCUSSION & ACTION:**

Supervisor Falkowski nominated Supervisor Shimulunas and Supervisor Naidl nominated Supervisor Klein for the Human Services Board Chair. A roll call vote was taken and Supervisor Klein was elected as the Board Chair.

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

None.

A MOTION WAS MADE TO AMEND THE JUNE 26, 2025 MINUTES ATTENDANCE, JUDY RUGGIELLO WAS EXCUSED NOT PRESENT FOR THE MEETING. MOTION WAS CARRIED.

**APPROVAL OF THE JUNE 26, 2025 MINUTES:**

A MOTION WAS MADE BY FALKOWSKI, SECONDED BY MUENCH TO APPROVE THE MINUTES FROM THE JUNE 26<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – FINANCIAL AND BUDGET REPORTS – JESSICA HUSS AND MELISSA DIENER**

Financial Supervisor Diener and Deputy Director Huss provided handouts explaining how to read our financial reports. They use formulas to prepare projections, review each line item, and can make manual adjustments when necessary. Since items fluctuate monthly and it typically takes 60 days for revenue to be received, the reports may show variances from month to month.

When creating the budget, we look at past trends and meet with program staff to understand what may be coming in the future. We enter all known expenses first, this year about \$29 million then add in revenues we expect to receive. Whatever remains is covered by levy. Ideally, the bottom line of revenues and expenses should equal zero, reflecting a balanced budget. If there isn't a zero, there should be a transfer from fund balance or the general fund to make it balanced.

**FINANCIAL PROJECTIONS FOR JULY, 2025 – Jessica Huss**

Deputy Director Jessica Huss shared the department's financial results for July, 2025. Although we had a surplus last month, this month we are showing a \$89,142.40 deficit due to youth placed in expensive group homes, and anticipated retirements. There is always a lot of ebb and flow, so we try to project the worst-case scenario, and then adjust it once the situation is fully understood.

## **DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure would like to make a few position changes. Our Adult Protective Services numbers increased 26% in 2023 and an additional 31% increase in 2024, in part due to the aging population in Manitowoc County. According to a Forward Analytics report published last year, the state of WI will see a 41% increase in people over the age of 75 in WI by the year 2030.

Director Fure explained two position changes being made through the budget process. One is reclassifying a vacant clinical services supervisor to an APS supervisor. We have not been able to fill the clinical services supervisor position that has been vacant since a retirement in January. Both are levy positions. The APS supervisor will have a lower salary requirement than a clinical services supervisor would, due to the credentials required for the position.

The second change is converting the contract specialist position to a Children's Long Term Support (CLTS) supervisor position. The contract specialist position is a levy position while the supervisor will be funded by Medicaid. CLTS mandates enrollment of all eligible children within 90 days of referral date. There continues to be a steady flow of referrals.

Director Fure reviewed changes to CLTS in 2025. All the providers are now contracted through the state. Gainwell became the new third-party administrator for processing CLTS claims on April 28. We have been able to get our case management time paid, but the process is much more tedious. Our IT and financial staff are continuing to work on this. Finally, the CLTS cost reporting changed to something called WARP-Waiver Administration Reimbursement Process. It's a cost reporting tool as well as the mechanism by which we set our case management rate.

Our budget continues to be impacted by high-cost placements. We had a child at Winnebago Mental Health Institute for 57 days for a cost of \$2000/day. There were additional fees to the daily rate due to need for 1:1 staff. A less restrictive placement was found for \$1,400/day.

Emergency Management scheduled an Active Shooter Training for the county after hours and several staff attended. It was a very good training, and we plan to use the materials to educate staff at a future general staff meeting.

We have been working on CPR training for some staff in each of our buildings. We have found a trainer willing to volunteer time and the fire department is willing to loan us the practice dummies.

## **QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

None.

Supervisor Klein acknowledged Jim Brey's passing noting how shocking it was to everyone. He recognized Jim's many years of involvement with the Human Services Board and shared that our thoughts and continued prayers are with his family.

## **DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on September 25, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

## **ADJOURNMENT:**

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



## **MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE**

**DATE:** Thursday, August 28, 2025

**TIME:** 4:00 p.m.

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

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

1. Open Public Hearing.
2. Public Comment regarding the 2026 Human Services Department Budget.

Written testimony will be accepted until 4:00 p.m. on Thursday, August 28<sup>th</sup>, 2025 for those unable to attend the hearing.

3. Close Public Hearing.

Date: August 19, 2025

By: Sue Ader, Deb Willquette, Betsy Johnson,  
Jessica Huss - Deputy Directors, Lori Fure – Director

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

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## MANITOWOC COUNTY AMENDED HUMAN SERVICES BOARD MEETING NOTICE

DATE: Thursday, September 25, 2025

TIME: 4:15 PM

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 August 28, 2025 Regular Meeting Minutes and Public Hearing Minutes.
4. Education Topic – Parent Coaches – Jena Foster.
5. Financial Projections for August, 2025 – Lori Fure.
6. **Discussion and possible consideration of a resolution in support of state financial funding of the SNAP Foodshare Program – Lori Fure.**
7. Director’s Report on Agency Operations – Lori Fure.
8. Questions from Board Members on the Status of the Human Services Department.
9. Set Next Meeting Date.

Date: September 16, 2025

*Amended: September 19, 2025*

Doug Klein, Chair

By: Sue Ader, Betsy Johnson, Deb Williquette, Jessica Huss – Deputy Directors, Lori Fure – Director

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

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

**CALL TO ORDER:**

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, September 25, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

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

Board Members Excused: Agnew

Board Members Absent:

County Board Members Present: Martell

County Staff Present: Foster, Fure, Johnson, Kubec, Wagner, Wenzel, Williquette, Ziegelbauer

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

None

**APPROVAL OF THE AUGUST 28, 2025 REGULAR MEETING MINTUES AND PUBLIC  
HEARING MINUTES:**

A MOTION WAS MADE BY FALKOWSKI, SECONDED BY RUGGIRELLO TO APPROVE THE MINUTES FROM THE AUGUST 28<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – PARENT COACHES – JENA FOSTER**

CPS Supervisor Jena Foster gave an overview of our parent coach program. When children are placed out of their homes, we are mandated to provide visitation. The parent coaches not only organize and supervise visits, but they are also trained to provide a parent curriculum. As part of the process, parents complete a pre-test to identify the areas where they need the most support, and the curriculum is tailored to help them build skills in those areas. A post-test shows the court what skills they have learned, or if they are not cooperating. The visitation center has further increased the number of visits by allowing staff to rotate and supervise multiple sessions at the same time.

Parent Coaches Amanda Wenzel and Lynn Wagner gave a presentation on the visit center and of success stories of some of the families we work with.

**FINANCIAL PROJECTIONS FOR AUGUST, 2025 – Lori Fure**

Director Fure shared the department's financial results for August, 2025. Currently, we are projecting a \$214,791.42 deficit. Youth placements and mental health hospitalizations continue to be the main contributing factors, along with unplanned vehicle repairs and employee mileage reimbursements.

**DISCUSSION AND POSSIBLE CONSIDERATION OF A RESOLUTION IN SUPPORT OF  
STATE FINANCIAL FUNDING OF THE SNAP FOODSHARE PROGRAM – LORI FURE.**

The federal budget reconciliation package enacted in July of 2025, makes changes to the SNAP (Food Share) program that reduces federal costs and significantly impacts county administered services. They reduced the federal match from 50% to 25%. State and local governments will have to cover 75% of costs.

There are also significant penalties added if the state error rate is higher than 6%. We would like to send a resolution requesting the state to provide funding to offset the county fiscal impact.

A MOTION WAS MADE BY BRUNS, SECONDED BY NAIDL TO FORWARD THE RESOLUTION IN SUPPORT OF STATE FINANCIAL FUNDING OF THE SNAP FOODSHARE PROGRAM TO THE CORPORATION COUNSEL TO REVIEW. MOTION WAS CARRIED

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure provided updates on 7 youth currently in high-cost placements including expectations of those that will be long term and others that will be attempting lesser restrictive settings in the near future.

Director Fure discussed cost saving measures planned as a result of personnel changes. The Financial Services Supervisor has accepted the Assistant Finance Director position. The plan is to leave that position unfilled until January. As part of the budget process that position will be converted to a staff accountant position. Jessica Huss will assume the supervisory responsibilities for financial staff. We will have 4 fewer positions next year by not replacing workers that have left employment.

At the Wisconsin Juvenile Court Intake Conference social worker Julie Poff received the esteemed Frank J. Crisafi Award, a recognition award for her work in the youth justice field. A well-deserved honor.

A success story in our Community Support Program was shared.

A success story in Child Protective Services was shared.

**QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

There was a question on if we would consider re-opening the Juvenile Detention Center. County Executive Ziegelbauer said no, it was very expensive to run, we are spending considerably less using Sheboygan County Juvenile Detention.

**DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on October 23, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

**ADJOURNMENT:**

A MOTION WAS MADE BY RUGGIRELLO, SECONDED BY FALKOWSKI TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:31 P.M., MOTION CARRIED.



## **MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE**

**DATE:** Thursday, October 23, 2025  
**TIME:** 4:15 PM  
**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 September 25, 2025 Regular Meeting Minutes.
4. Education Topic – Opioid Settlement Funded Services – Jerry Mutchie.
5. Financial Projections for September, 2025 – Jessica Huss.
6. Discussion on the 2026 Human Services Budget – Bob Ziegelbauer.
7. Director's Report on Agency Operations – Lori Fure.
8. Questions from Board Members on the Status of the Human Services Department.
9. Set Next Meeting Date.

**Date:** October 13, 2025

**Doug Klein, Chair**

By: Sue Ader, Betsy Johnson, Deb Williquette, Jessica Huss – Deputy Directors, Lori Fure – 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 4:15 p.m. on Thursday, October 23, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Agnew, Bruns, Falkowski, Klein, Muench, Ruggirello, Schiesl, Shimulunas

Board Members Excused: Naidl

Board Members Absent:

County Board Members Present: Martell, Phipps

County Staff Present: Ader, Fure, Huss, Johnson, Kubec, Mutchie, Schmidt-Sadowski, Williquette, Ziegelbauer

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

None

**APPROVAL OF THE SEPTEMBER 25, 2025 MINTUES:**

A MOTION WAS MADE BY SCHIESL, SECONDED BY MUENCH TO APPROVE THE MINUTES FROM THE SEPTEMBER 25<sup>TH</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – OPIOID SETTLEMENT FUNDED SERVICES – JERRY MUTCHIE**

Clinical and SUD Supervisor, Jerry Mutchie provided an overview of opioid settlement funded services. Mr. Mutchie reviewed some of the projects worked on in 2025; we added two respite beds, an additional intensive outpatient group and continued sober living and recovery coaching. We developed a library kiosk in the jail for inmates to find services, we are working with Healthiest Manitowoc and advising at the McKinley Recovery High School. Mr. Mutchie is on the Advisory Board for the DHC Regional Meeting. For 2026, we plan to develop an overdose fatality review board and an overdose response team, specialized training of opioid use disorder for staff, and will be adding two more respite beds. We will also be switching to a different lab that can detect 10 different types of fentanyl and has a faster turnaround than the current lab we use. We would also like to have two CPS Ongoing social workers and one APS social worker more involved and trained in recovery support so they can be more effective with more severe cases in their units. We would like to ensure everyone completes the community education series by the end of 2026.

**FINANCIAL PROJECTIONS FOR SEPTEMBER, 2025 – Jessica Huss**

Deputy Director Huss distributed a copy of the department's current financial results.

**DISCUSSION ON THE 2026 HUMAN SERVICES BUDGET – Bob Ziegelbauer**

County Executive Ziegelbauer said there will be 4 positions eliminated from HSD for 2026. There will be a 20% increase in the health insurance premiums and there will be no performance review increases. We will be using \$950,000 of opioid settlement money this year. He reviewed some line item expenses.

## **DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure reviewed some budget items. The 20% insurance increase is \$457,000. We know the Hamilton lease is increasing \$8,000. We are asking for a replacement vehicle, 60 replacement cell phones, portable panic buttons, have eliminated 4 full time positions and a casual position and are asking for no further staff reductions.

Director Fure gave updates on some recent serious cases, and the difficulty finding placements for APS clients with addiction.

A consulting firm that provides free training for Comprehensive Community Services (CCS) providers will be closing. They have indicated this is due to the federal shutdown and their reliance on federal funding. Therefore, we will need to create about 70 hours of training the subject matter required for new CCS providers.

Lori received a letter of appreciation from one of the sober living facilities as one of our staff were there when a resident died of an overdose. They said our staff member was extremely helpful in the situation.

Foster Care received a \$5,000 donation from Meier Foods. We do not solicit donations, but can accept them. Foster Care staff will have their photo taken receiving the ceremonial check.

Jena Foster and Stacy Ledvina have been working with the DA and other community partners on a grant for a Safe Haven Baby Box. Everything is approved and the box will be installed at the southside fire station.

## **QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

How is the government shut down going to affect HSD? A letter went out to Foodshare participants two days ago indicating benefits for November would be delayed. We will likely see a significant increase in calls after November 1<sup>st</sup>. In September there were 7,455 Foodshare recipients in Manitowoc County.

## **DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on December 11, 2025 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

## **ADJOURNMENT:**

A MOTION WAS MADE BY AGNEW, SECONDED BY RUGGIRELLO TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:31 P.M., MOTION CARRIED.



## **MANITOWOC COUNTY HUMAN SERVICES BOARD MEETING NOTICE**

**DATE:** Thursday, December 11, 2025  
**TIME:** 4:15 PM  
**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 October 23, 2025 Regular Meeting Minutes.
4. Education Topic – Overview on Child Placements – Sean Michels.
5. Financial Projections for October, 2025 – Jessica Huss.
6. Discussion and possible action to increase the 2026 Intoxicated Driver Program (IDP) fee from \$250 (current) to \$275 (proposed) – Jessica Huss.
7. Discussion and possible action to reclassify the Financial Services Supervisor position to a Staff Accountant position. – Lori Fure.
8. Director's Report on Agency Operations – Lori Fure.
9. Questions from Board Members on the Status of the Human Services Department.
10. Set Next Meeting Date.

**Date:** December 2, 2025

**Doug Klein, Chair**

**By: Sue Ader, Betsy Johnson, Deb Williquette, Jessica Huss – Deputy Directors, Lori Fure – Director**

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

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

**CALL TO ORDER:**

The Manitowoc County Human Services Department Board met at 4:15 p.m. on Thursday, December 11, 2025 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Agnew, Bruns, Falkowski, Klein, Muench, Ruggirello, Shimulunas

Board Members Excused: Naidl, Schiesl

Board Members Absent:

County Board Members Present: Martell,

County Staff Present: Ader, Fure, Huss, Johnson, Kubec, Michels, Willquette, Ziegelbauer

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

None

**APPROVAL OF THE OCTOBER 23, 2025 MINTUES:**

A MOTION WAS MADE BY AGNEW, SECONDED BY RUGGIRELLO TO APPROVE THE MINUTES FROM THE OCTOBER 23<sup>RD</sup> MEETING. MOTION WAS CARRIED.

**EDUCATION TOPIC – OVERVIEW ON CHILD PLACEMENTS – SEAN MICHELS**

Sean Michels provided an overview of Safety Planning and Placements in Child Protective Services (CPS). CPS workers assess allegations of maltreatment and depending on the situation, may establish a protective plan, which is a temporary safeguard designed to keep children in the home by involving a family member or other support person to ensure safety. If safety cannot be adequately guaranteed, the children must be placed outside of the home.

Placement is a time-intensive process that involves extensive paperwork, a court hearing within 48 hours, and ensuring for the immediate well-being of the children while a suitable placement is located. This often requires numerous phone calls to relatives, foster parents, and possibly law enforcement, as well as coordinating interviews at child advocacy centers or medical evaluations. Once a placement is secured, the worker coordinates transportation, school enrollment, childcare, and ongoing observation of the placement.

Placement responsibilities occur alongside workers' ongoing duties, including conducting assessments, referring families to community services, and attending court hearings for their existing caseloads. Workers also receive, on average, one new case per week while maintaining a rotation to respond to emergency cases that arise throughout the day.

**FINANCIAL PROJECTIONS FOR OCTOBER, 2025 – Jessica Huss**

Deputy Director Huss distributed a copy of the department's current financial results. We currently have a deficit of \$66,958. We had budgeted for a youth to be placed at Lincoln Hills but they were placed in Eau Claire which should reduce expenditure by \$105,000. We also eliminated 7 vacant positions during the development of the 2026 budget and we are starting to recognize the savings. We also reduced our projections for training and travel. According to the program staff, most of their conferences are held in October. The year-end projections were lowered based on our actual expenses as of 11/30/25.

WIMCR for CCS was discussed.

**DISCUSSION AND POSSIBLE ACTION TO INCREASE THE 2026 INTOXICATED DRIVER PROGRAM (IDP) FEE FROM \$250 (CURRENT) TO \$275 (PROPOSED) – Jessica Huss**

A recent review of Manitowoc County's current IDP fees revealed that our current fee of \$250 per evaluation is below the minimum fee in our bordering counties. Increasing the fee would generate approximately \$15,000 annually. The last fee increase was in 2017.

A MOTION WAS MADE BY MUENCH, SECONDED BY FALKOWSKI TO INCREASE THE 2026 INTOXICATED DRIVER PROGRAM (IDP) FEE FROM \$250 (CURRENT) ATO \$300 (PROPOSED). MOTION WAS CARRIED

**DISCUSSION AND POSSIBLE ACTION TO RECLASSIFY THE FINANCIAL SERVICES SUPERVISOR POSITION TO A STAFF ACCOUNTANT POSITION. – Lori Fure.**

Our Financial Services Supervisor moved to a position in the comptroller's office. We would like to move the supervisory duties of the unit to Jessica Huss and reclassify the position to a staff accountant.

A MOTION WAS MADE BY MUENCH, SECONDED BY FALKOWSKI TO RECLASSIFY THE FINANCIAL SERVICES SUPERVISOR POSITION TO A STAFF ACCOUNTANT POSITION. MOTION WAS CARRIED

**DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure**

Director Fure reviewed all the steps taken over the past year and a half to control costs.

Betsy Johnson has been working with the police and crisis on an Enhanced Crisis Model. Once set up we can bill at a higher rate for crisis.

Director Fure gave an update on some serious cases we have been dealing with recently.

Director Fure described ongoing challenges in Economic Support

The State Department of Health Services, Division of Quality Assurance completed an on-site survey of all clinical programs. The unusual aspect of this is that the surveyors commented on being impressed with two things. First, both surveys said they were certain our crisis system minimizes hospitalizations. They were also impressed with our Intensive Outpatient program. They said that of all the places they surveyed, that have never seen such a low treatment dropout rate.

**QUESTIONS FROM BOARD MEMBERS ON THE STATUS OF THE HUMAN SERVICES DEPARTMENT**

There was a question on if we are providing enough information to the County Board so they are aware of all the cuts Human Services has made. Supervisor Klein summarizes Human Service items at the County Board meetings.

**DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on January 22, 2026 at 4:15 p.m. The meeting will be held at the Manitowoc County Human Services, 801 Jay Street, Manitowoc, WI.

**ADJOURNMENT:**

A MOTION WAS MADE BY BRUNS, SECONDED BY AGNEW TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:27 P.M., MOTION CARRIED.