

**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 24, 2026, in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board Members Present: Agnew, Bruns, Erdmann, Grambow, Klein, Murack, Ruggirello, Schiesl

Board Members Excused: McDonell

Board Members Absent:

County Board Members Present: Shimulunas

County Staff Present: Ader, BeBeau, Franzen, Fure, Johnson, Kubec, Whitney, Wilhelm, Williquette, Martell

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

None.

APPROVAL OF THE AUGUST 27, 2026, REGULAR MEETING MINUTES:

A MOTION WAS MADE BY SCHIESL, SECONDED BY AGNEW TO APPROVE THE MINUTES FROM THE AUGUST 27TH MEETING. MOTION WAS CARRIED.

EDUCATION TOPIC – NALOXONE TRAINING – Crystal Franzen and Nicole BeBeau

Crystal Franzen and Nicole BeBeau gave a presentation and training on how to administer Naloxone. Crystal researched and found the Narcan Direct Program and applied in 2021. We received 5 cases to distribute around the county. She applies every year, and in 2026 received 24 cases. Since starting the program 1,368 doses have been distributed, saving the county \$172,000 if we would have had to purchase it. It is distributed to Police Departments, the jail and other Manitowoc County community partners. We now also receive injectable doses. All HSD staff receive training on administering Naloxone. Each month she reports to the State how many people were trained, and how many doses were distributed.

FINANCIAL REPORT – Daniel Whitney

Deputy Director Whitney shared the department's financials for 2026, right now we are projecting a deficit of \$171,000. They reviewed every expense line for 2027 and are still showing a large deficit. Lori was able to obtain multiple grants, which is helping but we are projecting mental health commitments and juvenile placements will remain fairly consistent through 2027. There were 11 positions being held open that were eliminated, and Betsy was able to move people out of Trempealeau, which has really helped the budget.

DIRECTOR'S REPORT ON AGENCY OPERATIONS - Lori Fure

Morale is a concern with the reduction of 11 positions in our proposed budget, following the 7 positions that were eliminated over the previous two years. We are working to determine who can take on which responsibilities and how to ensure important tasks do not fall through the cracks. A priority list will be developed, with the hope of adding positions back in key areas in the future. The goal is for open positions to be eliminated through attrition whenever possible to avoid layoffs.

A long-time staff member in Economic Support, Cheri Streich, passed away on September 22nd, it has been hard on staff.

The increased remote work in the Economic Support division is going well now that staff can use their soft phones without being on the VPN.

Economic Support is currently training three new staff. We are supposed to have 18 people working the call center but only have 14 with enough training to take call center shifts. Deb has reached out to other counties in our consortium for assistance. We have been having our quality control position help out, but that position needs to focus on Foodshare payment errors. Our state's Foodshare payment error rate must be not higher than 6%. At present, Wisconsin's error rate is over 6%, although our consortium's error rate is 4.34%.

An update on financial manager position. Marie has been training with Dan. The position can feel overwhelming at times, but training is going well.

We had our triennial site visit with the state for all of our DCF services. We talk about how things are going and review data.

We are reviewing the after-hours crisis system to determine whether changes can be made to reduce costs. A comprehensive cost-benefit analysis is expected to be completed by the end of January. It was also noted that many of the mandates we are required to meet do not align with the funding we receive.

There was a discussion on moving future HSD Board meetings to the EOC and potential for recording them. We plan on changing to the EOC for the October meeting if it is available.

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

There was a question about what happens if we do not meet all the required mandates. There can be financial consequences, including fines, having funds already paid to us recouped, or receiving less funding for certain programs.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on October 22, 2026, at 4:15 p.m. The meeting will be held at the Manitowoc County Communications & Technology Building in room 11/112, 1024 S. 9th Street, Manitowoc, WI.

ADJOURNMENT:

A MOTION WAS MADE BY SCHIESL, SECONDED BY GRAMBOW TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:57 P.M., MOTION CARRIED.