

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

CALL TO ORDER:

The Manitowoc County Human Services Department Board met at 4:45 p.m. on Thursday, January 24, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Burke, Cavanaugh, Geimer, Henrickson, Nasep, Ruggirello.

Board Members Excused: Williams.

Board Members Absent: None.

County Board Members Present: None.

County Staff Present: Stiefvater, Duzeski, Fure, Randolph, Dodge, Ziegelbauer.

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

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

INFORMATION ON THE COORDINATED SERVICES TEAM PROGRAM FOR CHILDREN:

Erin Stiefvater is the CST Coordinator and Jessica Duzeski is the CST Care Coordinator. The CST Program is a strengths-based wraparound approach to assisting children and families in meeting their needs. A team is formed by the family which meets on a weekly or monthly basis depending on the family's needs. Each family develops their own personalized Crisis Response Plan and an individualized Plan of Care. Nothing is decided without the family's input.

The program helps to keep children from being placed in foster care. CST is more of a philosophy than a program. It is a voluntary service and there are eligibility requirements. The child must be under 21 years of age, be a resident of Manitowoc County, must have a mental health diagnosis, be at risk of out-of-home placement or in an out-of-home placement, and be involved in two or more program systems.

The child's team consists of a variety of people including family as well as formal and informal supports. Members can be relatives, neighbors, police officers, friends, school staff, therapists, bus drivers, social workers, mentors, clergy, coaches, or medical staff.

One goal is to prevent a wait list, so the Coordinators perform assessments as soon as possible. Anyone can refer a child to the program. Currently a mentorship program is being developed and will need volunteer mentors.

The CST program has helped to reduce the amount of hospitalizations and school expulsions, as well as reducing crisis reports. Families remain in the team process until they feel they have successfully achieved their goals.

The Coordinators responded to board members' questions.

FINANCIAL REPORTS THROUGH NOVEMBER AND STATISTICAL REPORTS THROUGH NOVEMBER AND DECEMBER, 2018:

The numbers of clients receiving energy assistance increased from November to December. Most other statistics remained at similar levels to November.

The financial outcome for the 2018 budget may be at break even or a potential surplus. This is due to a Medical Assistance deficit reduction program that allows agencies to report costs that were not covered by MA revenues. The returns for 2016 and 2017 were higher than anticipated and this will assist with the deficits in the mental health inpatient area and the children in out of home care section.

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

The Secure Detention Summary Report and the Unemployment Report for December were distributed by Bob Ziegelbauer.

A board member asked if we were familiar with any Foster Angel groups. The groups support foster care families for things they couldn't afford to purchase for the children. Some states have them.

In Manitowoc County there is the Lakeshore Foster Family Resource Group that assists with children's needs including a clothing closet.

Our board members Jim Baumann and Mike Williams started the fundraising effort for foster families with local businesses. There is also a Backpack Buddies group that receives donations and assembles backpacks with essential items for foster children.

A board member asked where we are in the process of hiring an additional Child Protective Services worker. The position was posted internally and no one signed up for it. It is being advertised and a few applications have come in.

DIRECTOR’S REPORT OF AGENCY OPERATIONS:

The additional Child Protective Services position was possible due to the MA deficit reduction revenues that we were recently awarded. These funds were for prior years and there are many factors that influence the amount that each county will receive.

We were recently awarded a Kids at Hope grant from the Department of Justice. Since it includes funding for out of state travel that was not in the 2019 budget, we need to create a resolution for increasing the budget.

A MOTION WAS MADE BY BAUMANN, SECONDED BY CAVANAUGH TO INCREASE THE 2019 BUDGET FOR THE DEPARTMENT OF JUSTICE GRANT. MOTION CARRIED.

At the last board meeting I discussed our initiatives for future planning. We are working with the Public Works Department on the possibility of eliminating telephone land lines for many of the child welfare staff and replacing them with smart phones. This would enable staff members to text with their clients, take photographs in the community as needed, and send messages to co-workers. We’re working on a cost comparison and will develop a proposal for Bob Ziegelbauer to determine what is possible.

DATE OF NEXT MEETING:

The next regular meeting of the Human Services Department Board will be held on Thursday, February 28, 2018 at 4:45 p.m.

ADJOURNMENT:

A MOTION WAS MADE BY CAVANAUGH, SECONDED BY RUGIRRELLO TO ADJOURN THE MEETING OF THE HUMAN SERVICES DEPARTMENT BOARD AT 5:30 P.M. MOTION CARRIED.

Respectfully submitted,

Laurie Burke, Secretary
Human Services Board
LB/pd