

**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, February 28, 2018 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Agnew, Baumann, Cavanaugh, Geimer, Ruggirello, Williams.

Board Members Excused: Burke, Henrickson.

Board Members Absent: Nasep.

County Board Members Present: None.

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

PUBLIC COMMENT:

Maura Yost, Centerville, stated that she has repeatedly asked that her annual 2016 public input be included in the county records. Today she is notifying the Human Services Department and the Human Services Board of the state statutes regarding tampering with public records and notices.

Ms. Yost stated that WI Stat 946.72 reads “Whoever with intent to injure or defraud destroys, damages, removes or conceals any public record is guilty of a Class H felony. The penalty for a Class H felony is a fine not to exceed \$10,000.00 or imprisonment not to exceed 3 years, or both. (Ms. Yost later corrected the imprisonment term to 6 years).

Ms. Yost stated that she is sure that no one wants to be subject to this type of thing so she again respectfully asks that her 2016 annual public input be included in the county’s public records as it should be. Ms. Yost thanked the board.

APPROVAL OF MINUTES:

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

INFORMATION AND UPDATES ON THE COMPREHENSIVE COMMUNITY SERVICES PROGRAM FOR MENTAL HEALTH SERVICES:

Lori Fure, Deputy Director of Clinical Services, stated that when she began working in the CCS program four years ago, there were two facilitators, one part time for adults and one full time for children. There were 18 clients open in CCS; seven adults with mental health diagnoses and eleven children open with AODA diagnoses.

There were two contracted agencies, one had 1 staff person and the other had 7 staff members.

Now the program works with 14 contracted agencies and is in the process of adding two more. There are 101 contracted employees plus their managers and clinical supervisors. There are 19 internal employees who are CCS trained which includes integration with the Coordinated Services Team program.

There are 66 open clients, 35 are children and 31 are adults.

This has become a valuable program for many clients and has helped to prevent crises from occurring as they had in the past.

As with many programs with state and federal funding, the CCS Program had a state survey on February 18th to ensure compliance with all of the requirements. The Division of Quality Assurance has become quite strict with evaluating this program and is looking at very minute details.

After the state survey, a report was sent listing two items that were cited involving the location of progress notes in the file and background check reports for contracted providers being kept on file. A corrective action plan is required to be sent in. The program is evaluated by the Department of Quality Assurance every two years.

Ms. Fure answered board members' questions.

FINANCIAL AND STATISTICAL REPORTS THROUGH JANUARY, 2019:

Financial projections for the whole year are difficult based on only one month of data. So far finances are on target with the budget. The number of Home Energy Program participants increased from December but was about even with January of 2018.

The number of crisis calls during working hours has increased from last year and the number of hospital inpatients days for clients has decreased from last year.

RESOLUTION AUTHORIZING ADDITION OF 1 OPIOID SPECIALIST CASE MANAGER POSITION USING STATE OPIOID RESPONSE GRANT:

Lori Fure applied for and received a grant to assist with additional opioid related services. The funding will cover one additional case manager, injections of Vivitrol, and contracted services for inpatient programs.

A MOTION WAS MADE BY BAUMANN, SECONDED BY WILLIAMS TO APPROVE THE ADDITIONAL POSITION FOR THE STATE OPIOID RESPONSE GRANT. ALL APPROVED.

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

No further questions.

DIRECTOR'S REPORT OF AGENCY OPERATIONS:

The Treatment Alternatives and Diversion Coordinator position is being restructured to a supervisory position. Jason Latva will supervise 3 AODA counselors as well as the Drug Court.

The Governor's budget presentation is tonight. There has been discussion of an increase in the child welfare funding but no details have been released yet.

April is National Child Abuse Prevention month and we are updating the proclamation for approval at the March County Board meeting. There will be a Hands Around the Courthouse event held in April with other agency partners.

The 2018 financial activity is being closed out. All claims and reports have to be submitted by the end of March.

DATE OF NEXT MEETING:

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

ADJOURNMENT:

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

Respectfully submitted,

Bob Cavanaugh, Temporary Chairman
Human Services Board
BC/pd