

**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, June 27, 2019 in open session at the Manitowoc County Human Services Department, 801 Jay Street, Manitowoc, WI.

Board members present: Baumann, Cavanaugh, Geimer, Henrickson, Nasep, Williams.

Board Members Excused: Ruggirello.

Board Members Absent: Agnew, Burke.

County Board Members Present: None.

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

**PUBLIC COMMENT:**

No public comment.

**APPROVAL OF MINUTES:**

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

**UPDATE ON THE WISCONSIN HOME ENERGY ASSISTANCE PROGRAM:**

Deb Williquette, Economic Support Supervisor, provided information on the 2018/19 heating season. The program runs from October 1 through May 15. The program provides a one time heating and electric benefit. The number of applicants increased from the prior heating season. The average benefit last year was \$336.00 and the average benefit this year was \$323.00.

There were fewer crisis benefits available this year than in prior years. No explanation was given by the state Department of Administration as to the reduction. There was an email sent in February that all funding had been released and no more would be available. When crisis funds are expended, our staff refer people to community agencies or any remaining funds in the Keep Wisconsin Warm Fund can be used.

The eligibility criteria are based on the previous 3 months of income and household size. The payments are based on the heating and electric bill from the prior year.

There were 27 furnace units repaired and 21 units replaced in the Emergency Furnace Program. Each year we are required to perform a quality assurance check on 20 regular cases during January and 20 furnace applications twice per year. The Division of Energy also performs desk top monitoring of our applicants. They look for missing or incorrect information. Of 20 cases reviewed, there were 3 that needed correcting. Also reviewed are the caseload numbers and spending of all of the contract dollars.

The ages of applicants varies. The majority of people who receive assistance are on fixed incomes or SSI. In 2018 there were 2,258 people receiving heating assistance and 2,191 receiving electric benefits. In 2019, there were 2,269 receiving heating and 2,207 receiving electric.

The program ended on May 15<sup>th</sup> and early applications for the next heating season can be sent in September.

### **FINANCIAL AND STATISTICAL REPORTS THROUGH JUNE, 2019:**

The financials continue to project a deficit from budgeted figures. The Youth Justice team decreased the contract with a provider for the juvenile alternatives so that money will be used toward the increased numbers of children being placed in out of home care.

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

A board member requested that the department compile a wish list of items that would benefit the clients the most but that are not available right now. The list will be presented at the next meeting.

A board member asked if foster parents have a support group. Yes, the Lakeshore Foster Families and Friends group provides support and information to foster and respite families. The foster parent recruitments brought in 26 inquiries and 10 applications packets were sent out. The team continues to hold informational meetings at the library.

A board member asked what they could do to show appreciation and support for the foster parents. A suggestion was made to include a letter from the board in the Caring Times newsletter. Some foster parents have developed blogs and our staff follow those. There have been panels of former foster children to provide information to foster parents and that has been very impactful.

Bob Ziegelbauer, County Executive, distributed handouts of the Secure Detention activity and Local Unemployment Rates for May.

**DIRECTOR’S REPORT OF AGENCY OPERATIONS:**

The Department of Children and Families is requesting input from counties for their strategic planning project. They are asking what areas are working well and areas where significant changes could be made in Youth Justice and the Child Welfare system. This is an effort to improve the partnership between DCF and county departments.

We met with Aurora’s Behavioral Health staff today to provide information on our referral processes and the services we provide to county residents.

Work will begin in July on preparing the 2020 budget. A public hearing is required to obtain input from citizens regarding the budget.

The Foster Care Respite Program will be contracted with Lakeshore CAP. They will recruit, train and pay the respite providers. The foster care staff will make referrals.

**DATE OF NEXT MEETING:**

The next regular meeting of the Human Services Department Board will be held on Thursday, August 22, 2019 immediately following the Public Hearing for the 2020 budget which begins at 4:00 p.m.

**ADJOURNMENT:**

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

Respectfully submitted,

Rick Henrickson, Acting Secretary  
Human Services Board  
RH/pd