



HUMAN SERVICES COMMITTEE
December 21, 2023
8:00 AM
Human Services Training Room
810 Lincoln Street, Kewaunee, WI 54216

Zoom: <https://us06web.zoom.us/j/8284639598>
Meeting ID: 828 463 9598

1. Call to order Human Services committee meeting
2. Roll call
3. Approval of December 21, 2023 agenda & approval of November 16, 2023 minutes
4. Public comment
5. Approval of provider contracts-

A & J Mobility	Adaptive Aids	\$79,000.00
CURA Personalis LLC	Physical Therapy Services	\$34,776.20
Door County YMCA	DLS	\$2,280.00
Helping Hands	SHC/Respite/Menoring	\$988,468.70
		<u>\$1,104,524.90</u>
6. Financial report--Brian Johnson
7. Inservice-Birth to 3, Social Emotional
8. Human Services Director report-- Melissa Annoye
 - a. Department Report
 - b. Personnel Updates
9. Other items authorized by law
10. Next meeting date and time
11. Adjournment

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.

Kewaunee County Human Service Committee
810 Lincoln Street - Training Room
November 16, 2023
Meeting Minutes

Present for the meeting were Human Services Director, Melissa Annoye and Human Services Committee Chairperson, Virginia Haske. Committee members present included: Linda Teske, Paul Ravet, Mary Ann Szydel, Milt Swagel, Julie Janicsek, Tom Romdenne, Donna Wallace, Joanne Lazansky, and Rose Quinlan.

Absent/Excused – Tim Kinnard

This meeting was called to order by Chairperson, Virginia Haske, at 8:00 a.m.

A motion to approve the October minutes and November agenda as presented was made by Milt Swagel and seconded by Tom Romdenne. Motion carried.

Public Comment – None

Contract Reviews – 2024 contracts for Christian Servants, Communications Pathways, and Sensory Green Bay. A new contract for a 2023 home modification with Spartan Construction. A motion to approve the listed contracts was made by Julie Janicsek and seconded by Joanne Lazansky. Motion carried.

Financial Unit Update – Brian Johnson

Brian reviewed the monthly reports for September and October in general finance, billing, contract status, state aid, and vendor reports. He also provided clarification to committee member queries when requested. Bottom line is that overall we continue to do well with a positive fund balance of around \$404,000.00. There were no notable issues/concerns. A motion to approve the financial report as presented was made by Tom Romdenne and seconded by Paul Ravet. Motion carried.

In-Service/Presentation – Barb Benzshawel

Melissa welcomed and introduced Barb Benzshawel who works in the Fiscal Unit. Melissa noted that awhile back when she had asked for in-service suggestions, someone had asked for more information on credentialing; Barb was invited to present, as she is the Human Services credentialing expert. She shared that Barb has worked for Human Services for about 37 years, and is a valued asset to our agency.

Barb briefly introduced herself and shared an informative presentation on the extremely involved and time-consuming process of credentialing Human Services employees, which is required in order to receive insurance reimbursement for mental health billable services.

Human Services Director Updates – Melissa Annoye

- * The 2024 Human Services Budget has been approved as of last week. Melissa extended a thank you to all those involved in that process and gave a brief review.
- * Review of next steps for the Wraparound House Project, the first of which would be moving ahead with some specifications planning in order to start receiving appropriate bids for the project. A motion to go ahead with the Wraparound House Project as funded in the budget was made by Tom Romdenne and seconded by Donna Wallace. Motion carried.
- * The budget also included a wage increase for staff and Melissa noted that it was very much appreciated and wanted to express gratitude for the support of this committee.
- * The recent all-agency training was very well received with a lot of positive feedback.

- * Update on increase of safety measures discussed at last meeting. The initial estimate received for bullet proof glass for the reception area was substantially higher than expected. The agency will continue to seek additional estimates and other possible options.
- * Construction is occurring in the fiscal/economic support area of the building as was included in the 2023 budget. The offices and hallways are being painted and new carpeting is being installed.
- * Review of the recent Transportation Coordinating Committee meeting. The TCC approved the 2024 application for the 85.21 grant, which supports the transportation program.
- * The CCS Committee, which consists solely of the programs consumers also met last week. They continue to work on honing in on how to better connect consumers with the community in a stronger way.
- * We continue to attempt to fill the vacant CLTS position. One interview has been completed with another being scheduled for this afternoon.
- * The Economic Support position has been offered and accepted by Amy Jo Goodavish who will begin work on November 27th.

The next meeting is scheduled for December 21, 2023 at 8:00 a.m.

A motion to adjourn was made by Joanne Lazansky and seconded by Tom Romdenne. Motion carried.
Meeting adjourned at 8:40 a.m.

Respectfully Submitted,

Lynn Clark
Program Assistant