



**HUMAN SERVICES COMMITTEE**

November 20, 2024

8:30 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 November 20, 2024 Agenda
4. Approval of October 16, 2024 Minutes
5. Public Comment
6. Approval of Provider Contracts:

Serene Homecare LLC	Transitional Living	\$92,904.32
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7. In-Service, Lakeshore CAP
8. Financial Report---Brian Johnson
9. Human Services Director Department Report--- Melissa Annoye
  - a. CLAS standards, mural discussion
  - b. Agency updates
10. Committee Updates
  - a. Aging and Disability Resource Center
  - b. Lakeshore CAP
  - c. Violence Intervention Project
11. Other Items Authorized by Law
12. Next Meeting Date and Time
13. 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 before the meeting so that accommodations may be arranged.

**Kewaunee County Human Service Committee**  
**810 Lincoln Street – Training Room**  
**October 16, 2024**  
**Meeting Minutes**

Present for the meeting were Human Services Director, Melissa Annoye and Human Services Committee Chairperson, Linda Teske. Committee members present include Julie Janicsek, John Ortlieb, Brian Patrycia, Paul Ravet, Tom Romdenne, Wendy Shelton, Milt Swagel, Mary Ann Szydel, and Donna Wallace.

Absent/Excused – Rose Quinlan

This meeting was called to order by Chairperson Linda Teske at 8:32 a.m.

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

A motion to approve the September minutes was made by Julie Janicsek and seconded by Tom Romdenne. Motion carried.

**Public Comment** – None

**Contract Reviews** – A list of contracts was provided for committee review. Melissa explained the contracts and what services are provided. Questions were asked and answered about the contracts. A motion to approve the listed contracts was made by Donna Wallace and seconded by Tom Romdenne. Motion carried.

**In-Service/Presentation** – Willow Tree Child Advocacy Center

Chad LaLuzerne introduced staff members from the Child Advocacy Center and he stated that the Child Advocacy Center is used for child forensic interviews for children who are abused, neglected, or sexually assaulted. Their services are provided to children ages 14 and under.

Kristi Sickel, Program Manager and Forensic Interviewer, and Holli Fischer, Director of Willow Tree gave an introduction of themselves.

Kristi gave an overview of the services provided by Willow Tree. They are located in Green Bay and are 1 of 15 Child Advocacy Centers in the State of Wisconsin. They are accredited with the National Children's Alliance. They provide a homelike, child-friendly environment to assist with conducting active investigations of child abuse and neglect. This is done by providing a specific service to help with the investigation while at the same time providing supporting resources like counseling and victim advocacy to the child and their family.

Allegations that are seen are sexual abuse, physical abuse, neglect, sex trafficking, and children who are exposed to drugs in the home. The most common service provided is the child forensic interview. Other services provided are victim advocacy, child maltreatment medical evaluations, trauma-informed counseling, and child abuse prevention education. Willow Tree is a place where a child can receive all services in one place.

Forensic Interviews are recorded so that they can be used in court. The goal is to minimize the trauma to the child and maximize the information gathered. Interviews are done with children from ages 3 to 17. Also, they can help with interviewing those with cognitive abilities.

Other services offered at Willow Tree are onsite medical evaluations. These evaluations are done on children who are victims of abuse and can include evidence collection, such as measurements of injuries or forensic photography. Trauma-

informed counseling is provided for children ages 4 to 17. The therapists are onsite for kids who experienced trauma. Prevention Education is provided in Brown County Schools that provide curriculum for grades 4K through 6<sup>th</sup> grade.

Holli talked about the costs that Willow Tree faces, such as staffing, ongoing advocacy, and equipment costs. Most of the funding is raised by Willow Tree. If a County utilizes 4% or more in services, they also contribute to the funding.

#### **Financial Unit Update – Brian Johnson**

Brian provided the financial update. Brian reports that the billing for August and September is about the same now as at this time last year. State Aid has been submitted and 100% of funding for some programs has been received as of August. A few contracts are being watched at this time. Brian reviewed vendor payments for September. Brian indicates that we are within budget and where we need to be for the year.

#### **Human Services Director Updates – Melissa Annoye**

Melissa started by talking about the 2025 budget. Melissa offered to answer any questions about the proposed budget. No questions at this time.

Melissa reports that the CLTS/Birth to 3 position had been posted internally. Aubrey McCarthy interviewed and accepted the position. The full-time CLTS position, which Aubrey had filled, will be posted externally. The Billing Specialist position has been posted externally.

The Wraparound Committee will be meeting and discussing Act 207. This Act references reimbursing previous owners when a home is taken as a result of a tax deed. The implications of Act 207 will be instrumental in deciding whether or not it is financially feasible to move forward with creating the Wraparound Home.

The agency is reviewing civil rights compliance. The policies will be reviewed and compared to the checklist that the State has provided to be sure we comply. Melissa stated that the State is starting civil rights auditing.

#### **Committee Updates**

No update on the Aging and Disability Resource Center as Joanne Lazansky was not present at the meeting.

Milt Swagel had no new update for Lakeshore CAP.

Wendy Shelton gave an update on the Violence Intervention Project (VIP). She stated that the Carnival that was held in September was a success. The Hispanic community felt that was a great event that made them feel welcome in Kewaunee County.

#### **Other items authorized by law – None**

**The next meeting is scheduled for Wednesday, November 20, 2024 at 8:30 a.m.**

A motion to adjourn was made by Julie Janicsek and seconded by MaryAnn Szydel. Motion carried.  
The meeting adjourned at 9:23 a.m.

Respectfully Submitted,  
Janine Bowers  
Program Assistant