

**Kewaunee County Human Services Committee  
Human Services Large Training Room  
810 Lincoln Street  
July 18, 2019**

**11:00 a.m. – Meeting Minutes**

Present for the meeting were committee members Kaye Shillin, Linda Teske, Mark Buchanan, Rose Quinlan, Paul Ravet, Mary Ellen Dobbins, Virginia Haske, Lee Luft, Julie Janicsek, Mary Ann Szydel, and Kent Trembl (via phone). Also present at the meeting were Dana Johnson, Human Services Director, Sue Norton, Behavioral Health Manager, Melissa Annoye, Family and Community Services Manager, Corrine Konkol, Childrens & Families Manager, and Lynn Clark, Program Assistant.

Absent/Excused –None

This meeting was called to order by Chairperson Kaye Shillin at 11:00 a.m.

A motion was made by Virginia Haske and seconded by Linda Teske to approve the agenda. Motion carried.

A motion was made by Mary Ellen Dobbins and seconded by Paul Ravet to approve the minutes from the June meeting. (It was noted that Paul Ravet's name was mistakenly not listed on the June minutes as present for the meeting.) Motion carried.

**In Service –**

- Melissa Annoye, Family and Community Services Manager provided an update to the Children's Long Term Support program:  
Overview of the program and mission statement.  
Services allowed/available, eligibility guidelines, enrollment process, and the impact of the program.
- Melissa noted that due to the state mandated requirement of eliminating the children's waitlist, the CLTS program has almost doubled with no new case managers or support staff added. The unit is currently at full capacity. A state mandated rate setting initiative involved reviewing and updating every service for every child and each individual provider to be implemented beginning July 1st. Melissa noted that there have been more major program changes over the past year than there has been since the inception of the CLTS program. Melissa also wanted to commend all of her service facilitators, and the support staff for their dedication and the immense amount of hours put in, and all the hard work involved in making a seamless transition with both the rate setting initiative and waitlist elimination projects.
- A fact sheet regarding the waitlist elimination program numbers across the state was provided.

**Human Services Director Updates –**

- Fiscal report of client program numbers and budget discussed.
- Update on the Wisconsin County Human Services Association (WCHSA)
- State's previous decision to cancel the project to build new secure juvenile facilities (SRCCYs) has been reversed, and that Brown County has applied.
- Income Maintenance Department may possibly see a slight increase in funding.
- Resolution regarding applying for Medicaid coverage to pay for institutional care will be brought forth for consideration.

- WCHSA will be holding a County Board meeting opportunity open to the public sometime in October to be held in Stevens Point.

**Action Items –**

- The resolution asking Governor Evers and the Wisconsin State Legislature to apply for a waiver from Federal rules which excludes Medicaid Coverage for institutional stays was discussed. A motion to approve the resolution was made by Mary Ellen Dobbins and seconded by Virginia Haske. Motion carried.
- The request to fill a vacant position in the Comprehensive Community Services (CCS) Facilitator contracted through Helping Hands was reviewed. A motion to approve the request was made by Lee Luft and seconded by Julie Janicsek. Motion carried.
- A motion to approve was made by Rose Quinlan regarding the request to approve contracting with Scribe America to provide transcription services to assist in medical transcription to reduce lost revenue. The motion was seconded by Lee Luft. Motion carried.
- There was a motion made and carried approving the Social Media & Networking Policy of the Human Services Department but it was subsequently withdrawn. The committee discussed tabling the motion until Jeff Wisnicky and the county's Corporation Counsel have a chance to sign off on the policy before it is approved and put in place. Lee Luft made a motion to table the approval of the Social Media & Networking Policy until the next committee meeting. This was seconded by Mark Buchanan. Motion carried.

**Contract Approvals –** No contracts currently under review.

**Monthly Vendor Payment Report –**

A motion to approve this month's vendor report was made by Paul Ravet and seconded by Mark Buchanan. Motion carried.

**The committee reviewed the travel vouchers (no approval required).**

**Public Comments –** None

**Other Items as Authorized by Law –** None

**The next meeting is scheduled for August 15th at 11:00 a.m. and the September meeting was scheduled for September 12th at 11:00 a.m.**

A motion to adjourn was made by Mary Ann Szydel and seconded by Paul Ravet. Motion carried. The meeting was adjourned at 12:20 p.m.

Respectfully Submitted,

Lynn Clark  
Program Assistant