

**Kewaunee County Human Services Committee
County Board Room
810 Lincoln Street
May 21, 2020
Meeting Minutes**

Present for the meeting were Committee Chairperson Virginia Haske. Committee members, Tim Kinnard, Linda Teske, Doak Baker, Joanne Lazansky, Matthew Piesler, Julie Janicsek, Mark Buchanan, Paul Ravet, Daniel Olson, and Rose Quinlan via telephone. Kewaunee County Administrator Scott Feldt. Department Managers Sue Norton, Melissa Annoye, Corrine Konkol, and Brian Johnson. Program Assistant Lynn Clark.

Absent/Excused –Mary Ann Szydel

This meeting was called to order by Chairperson Virginia Haske at 8:00 a.m. and followed by a roll call.

A motion was made by Tim Kinnard and seconded by Doak Baker to approve the current agenda. Motion carried.

A motion was made by Julie Janicsek and seconded by Matthew Piesler to approve the February meeting minutes. Motion carried.

Action Item - Tim Kinnard nominated Linda Teske to be elected as Vice Chairperson of this committee. Linda accepted the nomination and it was seconded by Doak Baker. There were no other nominations. A vote was taken and Linda was unanimously voted in as Vice Chairperson.

Public Comments – None. Public not allowed to be present at this meeting due to Covid restrictions. This meeting was being made available live on You Tube.

County Administrator Scott Feldt introduced himself and noted that he will also be acting as Human Services Director until that position is filled. Mr. Feldt stated that he would like to re-vamp the agenda for future committee meetings to include having the individual unit managers provide monthly reports to the committee covering the number of consumers currently being served, how many are on the waitlist, how often contacts with consumers are made, and any other items or information those managers would be interested in sharing with the committee.

Behavioral Health Unit Update - Update given by Sue Norton. A review was given covering January 1 through the end of March for each the various programs included within the Behavioral Health Unit. Information covered included the number of clients served, contacts made, and the number of people on the waitlists. Sue went on to review the handout that she had provided and gave a brief explanation of her findings. She also highlighted the changes which had to occur in her programs due to the Covid Safer At Home Order and noted that she has been very pleased by how well her staff has managed to maintain contacts and have kept engaged with their clients. An update was also given on how things will look moving forward when staff begins returning to their offices versus working from home.

There was a request from a committee member requesting an explanation/description of the various programs and their abbreviations which Sue went on to provide.

Child Protection and Juvenile Justice Unit Update - An update was provided by Corrine Konkol including the number of families and children served, the number of contacts made, and foster care and kinship care contacts. There is no waitlist allowed by state statute for this program. Corrine also covered the number of new referrals from year to date and how the referral process works. There was also a unit description and staff expectations included in Corrine's report. She also reported on the trend in statewide numbers being down during the Covid crisis and gave her thoughts on the reason for this decrease and her opinion regarding current societal expectations and its effects on program numbers. Corrine also

noted that she too is very proud of her staff for how they have very quickly adjusted to some of the changes and kept up with family and client contacts, and have also been able to catch up on paperwork/data entry. A committee member asked Corrine to clarify her thoughts on social expectations and their effects and a brief discussion ensued on this topic.

Children and Families Unit Update – Program update and review given by Melissa Annoye. Melissa reviewed the different programs she oversees and gave updates on the number of consumers being served in each program, waitlist information (it was noted that the Birth to 3 program is not allow to have a waitlist), the number of case managers for each program and their caseloads, consumers who are dually eligible, and also provided brief descriptions of each of her programs and the consumers they serve. There was a question raised by a committee member regarding some information Melissa had shared about financial exploitation case numbers in the Adult Protection Services Unit resulting in some clarification and additional information. Melissa, like the other unit managers, also noted that she has been very happy with her staff's performance during this crisis and is proud of their ability to maintain consumer care and contacts.

Human Services Financial Unit Update – Brian Johnson provide printouts and reviewed the year to date general finance report, billing report, and state aid reports. He also reviewed some of the state programs and what they entail, and a brief review of the billing process. Brian also reviewed the status of the Human Services budget and how that is going.

Human Services Director Update – Scott Feldt's update included a review of changes he would like to make regarding committee meeting agendas, information provided to committee members, and his process for setting up committee meetings. He also asked for committee input on meeting agenda contents and the type of information they would like to see included.

It was noted that the recruitment process for a new Human Services Director will begin in 2021.

Scott's update was followed by a discussion on setting the time and dates for future committee meetings. It was decided to be kept at every third Thursday at 8:00 a.m. but would continue to be held in the County Board Room versus the Training Room downstairs where it had previously been held.

Contract Approvals – none

Vendor Report – Reviewed by committee. No approval required.

Travel Voucher(s) – none

Other Items as Authorized by Law – None

The next meeting is scheduled for June 18, 2020 at 8:00 a.m.

A motion to adjourn was made by Tim Kinnard and seconded by Joanne Lazansky. Motion carried. The meeting was adjourned 9:29 at a.m.

Respectfully Submitted,

Lynn Clark
Program Assistant