

**Kewaunee County Human Services Committee  
County Board Room  
810 Lincoln Street  
February 18, 2021  
Meeting Minutes**

Present for the meeting were Human Services Committee Chairperson Virginia Haske. Committee members, Linda Teske, Doak Baker, Joanne Lazansky, Mary Ann Szydel, Julie Janicsek, Milt Swagel, Mark Buchanan, and attended virtually by Rose Quinlan. Kewaunee County Administrator Scott Feldt. Department Managers Sue Norton, Corrine Konkol, Melissa Annoye, Brian Johnson, and Program Assistant Lynn Clark.

Absent/Excused – Paul Ravet, Matt Piesler

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

A motion to approve the agenda as submitted was made Rose Quinlan and seconded by Joanne Lazansky. Motion carried.

A motion to approve the minutes from the January 2021 committee meeting was made by Tim Kinnard and seconded by Julie Janicsek. Motion carried.

No public comments.

**Behavioral Health Unit Update** - Department Manager Sue Norton began with a brief introduction of herself and the programs she oversees for a new committee member. She followed with review of a recent Department of Quality Assurance audit review for state certification. The Crisis Program, Community Support Program (CSP), Out Patient Mental Health, and Alcohol and Other Drug Abuse (AODA) Programs were all audited. All of the programs received a two-year recertification. The Comprehensive Community Services (CCS) Program will be audited next month with the anticipation of also receiving a two-year recertification. Sue went on to discuss crisis placement statistics, the effect of Covid on crisis placements, cost of long term placements, and how this impacts the county budget. There was also discussion of how placements are determined, who makes those determinations, and what that procedure looks like. There was also a question asked and followed by a discussion of what insurance will or will not cover for Crisis services and placements.

**Family and Community Unit Update** – Department Manager Melissa Annoye briefly reviewed the programs she oversees and welcomed the committee to review her monthly program statistics report, and to feel free to ask questions. Melissa followed with report on how Crisis placements impact the programs she oversees. She noted that from the perspective of her unit, there is less focus on placements and more focus on prevention of placements. She described her unit as being there to support those consumers who are impacted, and attempt to provide services to reduce the cost of some of those placements. They are currently working on preventative services for two consumers who are at risk of being put into placements.

In the Adult Protective Services unit, referrals are down after a high number from January. Melissa also noted that there had been several referrals which resulted in consumers being removed from their home, but commended Jodi (APS staff), on being able to provide additional supports which allowed several others to remain in their homes, avoiding emergency placements. There were no new financial exploit referrals to report. Melissa went on to summarize 2020 statistics on financial exploitation referrals and reported numbers were increased state and nationwide. From the APS standpoint, each county is required to fill out a financial exploitation spreadsheet to track funding. At the end of 2020, twenty counties had reported a combined fifteen million dollars connected to financial exploitation in Wisconsin.

The CST Program plan and budget for 2021 have been submitted and approved. The focus this year will be support and services for youth with special needs who will be transitioning to adulthood. The goals in the 2021 plan also include increasing the use of family review roundtable collaborations. They will also continue cross training of staff members, and also will be looking at improving staff morale within the agency.

The Birth – 3 program remains fairly stable and is seeing continued benefits of having Carol cross trained in CLTS waiver.

**Child Protection and Juvenile Justice Unit Update** - Department Manager Corrine Konkol introduced herself and reviewed programs she oversees. Her program numbers are very similar to recent trends showing an increase in reports and services required. Since December they have gone from two children in out of home care to ten, similar to Sue, that is an increase that was not expected or planned for budget wise. This also impacts case management and workload for staff. Corrine also reported that they have received a resignation of a staff member, and reminded the committee of previous discussions of staff turnover and its effects on remaining staff workload, budget, etc.

Corrine's unit has been approved for a change in the spending of the reimbursement funds from the State. They have decided to use a portion of those funds to establish a Parent Coaching Program, and gave a brief report on steps they are taking to get that started.

This was followed by a committee request for an update on last month's report of children's placements. Corrine gave a general update while maintaining consumer confidentiality. She spoke more on generalities on how her unit works and the processes and plans they are required by law to follow, and noted that they always plan for both short term and long term goals on initial placements.

**Human Services Financial Unit Update** – Financial Manager Brian Johnson provided printouts and reviewed the monthly reports for general finance, billing, contract status, state aid, and vendor reports and also provided clarification to committee member queries when requested. Brian also reviewed the final numbers for 2020. Revenues were reported to be still trickling in, probably for the next few months. This was followed by a projection for 2021 budget and what the bottom line looks like. Director Feldt wished to reiterate and discuss the effect of crisis placements and costs and how they impact the budget. Scott also noted that for 2020, we had 124% in revenues and the expenses were only 3.4% higher than what was budgeted, which is why there was a surplus. He commended staff on their fantastic work, and their maintaining client contacts, and billing throughout Covid. It was also shared that the county has started to not touch the WIMCR payment, so therefore there we will be able to make a substantial dent into the Human Services Fund deficit. He noted that he is "extremely proud and happy of our staff and what they've been able to do". He is confident, unless we have more placements, that we will see the fund deficit completely wiped out by the end of 2021.

**Contract Reviews** – There was a motion made to approve the contracts as listed by Doak Baker and seconded by Joanne Lazansky. Motion carried.

**Human Services Director Update** – Director Feldt again commended staff on their increase of billable hours, and on a great job on recognizing what can be reported as billable hours.

Mr. Feldt reported that he will going to the Executive Committee's March meeting and asking for approval to start the recruitment for the Human Services Director position.

The recent governor's budget address for Human Services was also commented on although Scott felt it is too early to discuss it in detail due to the probability of there being changes made.

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

**The next meeting is scheduled for March 18<sup>th</sup> (later changed to March 11<sup>th</sup>) at 8:00 a.m.**

A motion to adjourn was made by Doak Baker and seconded by Tim Kinnard. Motion carried. The meeting was adjourned at 8:42 a.m.

Respectfully Submitted,

Lynn Clark  
Program Assistant