

Kewaunee County Human Service Committee
810 Lincoln Street – Training Room
February 22, 2024
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, Milt Swagel, Tim Kinnard, Tom Romdenne, Julie Janicsek, Donna Wallace, Joanne Lazansky, and Rose Quinlan.

Absent/Excused – Mary Ann Szydel

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

A motion to approve the January minutes and February agenda as presented was made by Tim Kinnard and seconded by Milt Swagel. Motion carried.

Public Comment – None

Contract Reviews –

A list of contracts to be approved by the committee was provided for review. A motion to approve the listed contracts was made by Tim Kinnard and seconded by Joanne Lazansky. Motion carried.

Financial Unit Update – Brian Johnson reported that the January expenses are mainly for 2023 and are pushed back to December 2023. The majority of the expenses for 2024 are linked to payroll. Fiscal year 2023 is still in process and is showing a positive balance. In regards to income, so far this year, the majority of the income was for 2023 and was pushed back to December. Tim Kinnard questioned the WIMCR payment. The payment received in December 2023 was for the year 2022, the 2023 payment will not come until December 2024.

In-Service/Presentation – Adult Protective Services and Public Health

Jodi Vandervest, Adult Protective Services Worker, and Cindy Kinnard, Public Health Director, presented on signs of self-neglect. They provided a handout including the definition, signs and risks of self-neglect. Jodi stated that referrals can come in several different ways. Some referrals come directly to Adult Protective Services. Other referrals come through Public Health, Corporation Counsel, Veterans Services, Law Enforcement and the Aging and Disability Resource Center.

Jodi's role is to determine if the person is capable of taking care of themselves. Cindy's role is to look at the environment and determine if there is a human health hazard. There is oftentimes collaboration with law enforcement as well.

If the home is found to be unsafe, a placard is placed on the home and a letter is sent to the person. The letter allows 30 days to clean up. If progress has been made after those 30 days, they can be given an extension.

Donna asked about structural issues. Cindy informed that a building inspector is the expert when it comes to structural concerns; however, many municipalities do not have a building inspector for these cases, usually only for new construction.

Julie asked about support available to families as they work through the concerns described. Jodi and Cindy explained that the Salvation Army can help pay for a short-term hotel stay and there are Long Term Care programs that can also be helpful.

Jodi and Cindy shared multiple instances of self-neglect and cases that they have worked on together. They shared that the State is impressed that they go on these visits together.

Human Services Director Updates – Melissa Annoye

Melissa gave an update on the Wrap Around House. A committee meeting was held recently; a representative from the Village of Luxemburg has joined the committee. They worked on contract language and talked about the next steps. The bidding process is being formalized.

Melissa talked about the case weight tool. The agency has found that Birth to 3 and Children's Long-Term Support have higher caseloads than other units.

The CST Program is being transitioned from Corinne's unit to Chad's unit. This change is also linked to the case weight findings.

Scott Gartzke is working on AODA/Drug Abuse Awareness and prevention within the community. He completed a Narcan training for emergency personnel and worked with law enforcement to provide education to each of the school districts in the county.

Melissa also mentioned that the WCHSA Conference is being held April 24th through the 26th. We could have up to three Board Members attend.

Personnel Updates – We are not currently recruiting. There is a vacancy for a CCS Director. This position is being held open for an internal candidate while they work on their credentials. Our newest economic support workers, Wava and Jenna, are continuing with their training and doing well. Melissa feels there is lots of potential with the three new hires.

Other items authorized by law – None

The next meeting is scheduled for March 28, 2024 at 8:00 a.m.

A motion to adjourn was made by Joanne Lazansky and seconded by Tim Kinnard. Motion carried.
Meeting adjourned at 8:50 a.m.

Respectfully Submitted,

Janine Bowers
Program Assistant