



THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

P.O. BOX 897

705 EAST TIMBER DRIVE • RHINELANDER, WI 54501-0897

TELEPHONE: 715-369-2215

FAX: 715-369-2214

MINUTES of the HUMAN SERVICES BOARD

Regular Board Meeting Special Board Meeting Committee Meeting

Type of Committee: Developmental Disabilities

Date and Time of Meeting: Wednesday, July 8, 2020 at 3:00 P.M.

Person Taking Minutes: Jessica Kaul

**Minutes reflect the recorder's notations of actions taken and are subject to approval of the appropriate committee and/or Board.*

Members Present: Cheri Collins, Ted Cushing, Cindy Gretzinger, Dick Johns, Harland Lee, Ken Storms, Bob Thome, Jr.

Members Excused: None

Members Absent: None

Staff Present: Kelly Von Oepen, Jessica Kaul

Others Present: None

I. MEETING CONVENED

Chair Lee called the meeting to order at 3:01 P.M. It was noted that the agenda has been distributed to all members and that the meeting had been announced in accordance with the Wisconsin Open Meeting Law.

II. APPROVE PREVIOUS MEETING MINUTES

Motion by Cushing, second by Johns to:

APPROVE THE MINUTES FROM FEBRUARY 12, 2020.

All ayes, motion carried.

III. ELECTION OF OFFICERS: ACTION ITEM

Floor opened for Chair nominations. Motion by Cushing, second by Storms to:
NOMINATE HARLAND LEE FOR DEVELOPMENTAL DISABILITY COMMITTEE CHAIR.

There being no further nominations, motion by Cushing, second by Johns to:
CLOSE FLOOR TO CHAIR NOMINATIONS.

All ayes, motion carried. Harland Lee elected as Developmental Disability Committee Chair.

Floor opened for Vice Chair nominations. Motion by Cushing, second by Gretzinger to:

NOMINATE CHERI COLLINS FOR DEVELOPMENTAL DISABILITY COMMITTEE VICE CHAIR.

There being no further nominations, motion by Cushing, second by Lee to:
CLOSE FLOOR TO VICE CHAIR NOMINATIONS.

All ayes, motion carried. Cheri Collins elected as Developmental Disability Committee Vice Chair.

Floor opened for Secretary nominations. Motion by Cushing, second by Thome to:

NOMINATE KEN STORMS FOR DEVELOPMENTAL DISABILITY COMMITTEE SECRETARY.

There being no further nominations, motion by Cushing, second by Collins to:
CLOSE FLOOR TO SECRETARY NOMINATIONS.

All ayes, motion carried. Ken Storms elected as Developmental Disability Committee Secretary.

IV. VACANCY & RECRUITMENT UPDATE

Von Oepen provided the committee with an update on vacancies and recruitment. She reported that a CLTS vacancy has been filled and the candidate will start later in July.

Von Oepen also reported that an Early Head Start Home Visitor position remains open.

V. COMMUNITY ENGAGEMENT UPDATE

Von Oepen provided the committee with an update on community engagement opportunities that her department has been involved with. She noted that she is attending Forest County's weekly COVID-19 meeting. The Human Service Center is meeting with the tri-county's social service agencies to discuss staffing of consumers that are being supported by both HSC and the tri county Social Service Departments. These meetings are currently being held virtually or by phone.

VI. EARLY HEAD START HOME VISITOR PROGRAM UPDATE

Von Oepen updated the committee on the Early Head Start Home visitor program. The program currently has 12 participants. She noted that there are two from Forest, one from Vilas, and nine from Oneida. She noted that participants can potentially be enrolled in more than one HSC program at a time.

Von Oepen reported that the Early Head Start Home Visitor staff connects monthly with the Birth to 3 team to discuss development and progress of mutual participants. Progress calls continue to occur with Carol Jackomino, Executive Director of Head Start, as the 2020/2021 Agreement is signed and effective as of July 1, 2020, to continue the partnership for the coming agreement year.

VII. BIRTH TO 3 PROGRAM UPDATE

A. Program Update

Von Oepen provided the committee with a Birth to 3 program update. She reported that the team continues to hold virtual meetings to touch base weekly. She noted that a total of 80 flyers were sent out to all our partnering referral sources in the tri-county area in order to communicate that the Birth to 3 Program continues to accept referrals during the COVID-19 pandemic.

She reported June referrals from each of the three counties – two from Forest, eight from Oneida, and six from Vilas. Referrals were received from a variety of locations, including Lac du Flambeau, Wabeno, Tomahawk and Rhinelander. Referral sources included Ascension, Aspirus, and Marshfield Clinic.

Von Oepen noted that going forward she would like to begin reporting on not only the number of referrals per county, but also on the number of referrals that the program receives where the children were not enrolled and the reasons for non-enrollment into the Birth to 3 Program.

Von Oepen updated the committee about a virtual call with Dana Romary from DHS that will take place on July 27th. She also reported that the Birth to 3 team will attend the virtual 24th Annual Wisconsin American Indian Studies Summer Institute, provided by CESA #12.

B. Innovation in Social-Emotional Development Grant Update

Von Oepen provided the committee with an update about the Innovation Social-Emotional Development Grant. She reported that although our grant application was not selected, she did take part in a call with the state team to discuss our application and receive feedback. She reported that we received praise on our grant application in addition to feedback that will be helpful for future grant applications.

VIII. CHILDREN'S LONG TERM SUPPORT SERVICES PROGRAM UPDATE

Von Oepen provided the committee with an update on the Children's Long-term Support program. She reported the numbers by county, noting that we have 12 participants from Forest, 64 from Oneida, and 31 from Vilas.

She explained to the committee how the transition process works once participants reach age 17 ½ and noted that the State is currently allowing participants to stay in the CLTS program longer due to the pandemic.

She reported that CLTS visits are being held via Microsoft Teams or phone contacts.

IX. MEDICAL ASSISTANCE PERSONAL CARE PROGRAM UPDATE

Von Oepen provided the committee with an update on the Medical Assistance Personal Care Program. She gave an overview of the program and how it operates. She noted that the supervisory visits done by the nurse continue to be done virtually and by phone.

Von Oepen gave an overview of enrollees per county, noting that there are 12 from Oneida, eight from Vilas, and two from Forest. She reported that Wisconsin DHS has proposed an order to repeal DHS 105.17 and amend DHS 105.17. Her department will be working toward the changes in the requirement and regulations for the MAPC Program, as the changes go into effect in the fall of 2020.

X. NEXT MEETING DATE

Wednesday, August 12th, 2020 at 3:00 PM

XI. ADJOURNMENT

There being no further business, Chairman Lee declared the meeting adjourned at 3:53 PM.

Respectfully submitted,
Jessica Kaul
Administrative Assistant