



# 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, November 13, 2019 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:                    David Campbell, Dick Johns, Harland Lee, Ken Storms, Tom Tallier

Members Excused:                    None

Members Absent:                    Dave Hintz, Ted Cushing

Staff Present:                        Kelly Von Oepen, Jessica Kaul, Tamara Feest

Others Present:                        None

### **I. MEETING CONVENED**

Chair Lee called the meeting to order at 3:00 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 Campbell, second by Storms to:  
**APPROVE THE MINUTES FROM AUGUST 14, 2019.**  
All ayes, motion carried.

**III. EARLY HEAD START HOME VISITOR POSITION UPDATE**

Von Oepen provided the committee with an update on the Early Head Start Home Visitor position. She reported that HSC is partnering with the Family and Child Learning Center (FCLC) to administer the Early Head Start Home Visitor Program. Von Oepen discussed the benefits of partnering with FCLC. She announced that a candidate had been hired for the Home Visitor position; she will start on November 25<sup>th</sup>. The new hire has 14 years of secondary education experience, plus experience as a Home Visitor and Home Visitation Program Supervisor for the Sokaogon Chippewa Community. She will have a caseload of 12 children and will provide weekly home visits.

**IV. BIRTH TO 3 PROGRAM UPDATE**

Von Oepen updated the committee on the Birth to 3 program. Von Oepen reported referrals from each of the three counties – five from Forest, 16 from Oneida, and four from Vilas. Referrals were received from a variety of locations, including Crandon, Rhinelander, and Lake Tomahawk. Referral sources included Ascension, Aspirus, Oneida County Department of Social Services, and Marshfield Clinic.

Von Oepen discussed with the committee the numbers of children that are receiving foster care within and outside of the tri-county area. She noted that the Birth to 3 program is implementing a new way to track these numbers.

Von Oepen updated the committee about a change to the Child Abuse Prevention and Treatment ACT (CAPTA) referral process. The referrals will now come automatically through the Program Participation System (PPS) versus via paper as before.

Von Oepen reported that she and staff attended the 2019 statewide Bureau of Children's Services "All In For Kids" conference at the Dells. She also attended the Forest County Coalition meeting on October 8<sup>th</sup> where she presented on the Birth to 3 program.

Feest explained a new grant funding opportunity. The grant focuses on the social and emotional aspects of the mental health of children aged birth to 3. The grant is being researched and will be written for prior to the end of the January 2020 deadline. Awards will be announced at the end of March.

Von Oepen reported that the Birth to 3 program received a \$4,000 donation from Sokaogon Chippewa, which the department used to purchase new and existing testing tools for the evaluations that the team performs.

Von Oepen reported to the committee that the Birth to 3 program received a letter from Debra Rathermel, Director of the Bureau of Children's Services, regarding program indicators. She noted that the program had no findings of non-compliance, and she praised the Birth to 3 staff for their efforts.

**V. CHILDREN'S LONG-TERM SUPPORT SERVICES PROGRAM UPDATE**

Von Oepen updated the committee on the CLTS program. She noted that the Children's Community Options (CCOP) annual plan has been submitted to the state. The CLTS waiver manual has been released and the team is working on updating the policies and procedures to align with the updated waiver manual.

**V. MEDICAL ASSISTANCE PERSONAL CARE PROGRAM UPDATE**

Von Oepen updated the committee about the MAPC program. She reported the electronic visit verification (EVV) system is scheduled to go into effect in January of 2020. Von Oepen discussed MAPC client enrollment.

**VI. NEXT MEETING DATE**

Wednesday, December 11<sup>th</sup>, 2019 at 3:00 PM

**VII. ADJOURNMENT**

There being no further business, Chairman Lee declared the meeting adjourned at 3:42 PM.

Respectfully submitted,  
Jessica Kaul  
Administrative Assistant

APPROVED