



THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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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, August 10, 2022 at 3:00 P.M.

Person Taking Minutes: Melissa Gauthier

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

Members Present: Tina Anderson (via Teams), Jennifer Dornfeld, Harland Lee, Ken Storms, Holly Tomlanovich (via Teams)

Members Excused: Ted Cushing, Nancy Tauer

Members Absent: None

Staff Present: Tamara Feest, Melissa Gauthier, Keith Haselton

Others Present:

I. MEETING CONVENED

Chair Lee called the meeting to order at 3:00 P.M. It was noted that a quorum was present, the agenda has been distributed to all members, and the meeting had been announced in accordance with the Wisconsin Open Meeting Law.

II. APPROVE PREVIOUS MEETING MINUTES

Motion by Storms, second by Anderson to:
APPROVE THE MINUTES FROM JULY 13, 2022.
All ayes, motion carried.

III. 2023 DEVELOPMENTAL DISABILITIES BUDGET

The committee received a handout breaking down the proposed budget. Haselton provided a brief overview of how the budget calculations are made. The

committee reviewed the program-level budgets and the total DD budget as proposed.

Motion by Anderson, second by Tomlanovich to:

APPROVE THE 2023 DEVELOPMENTAL DISABILITIES DRAFT BUDGET AS PRESENTED IN THE AMOUNT OF \$5,190,570 AND FORWARD TO ADMINISTRATION COMMITTEE FOR APPROVAL.

All ayes, motion carried.

IV. ELECTION OF VICE-CHAIR

Floor opened for Vice-Chair nominations.

Nomination: Storms nominated Dornfeld

Nomination: Dornfeld nominated Tomlanovich

Lee called for additional nominations. There being no further nominations, nominations closed.

Votes are as follows:

Dornfeld received 4 votes.

Tomlanovich received no votes.

DORNFELD WAS VOTED IN AS VICE-CHAIR OF THE DEVELOPMENTAL DISABILITIES COMMITTEE.

V. BIRTH TO 3 PROGRAM UPDATE

Feest reported that HSC has hired a second Speech Language Pathologist that will start August 22, 2022. She is someone HSC currently contracts with for SLP services, so onboarding is expected to go smoothly. The Birth to 3 program submitted the requested documentation for the annual Metastar audit and responded to the request for information that they could not read resubmitted. Feest will report to the Committee when results have been received.

Since receiving the determination letters from the state which evaluate the outcomes for enrolled children in accordance with the Individuals with Disabilities Education Act, the Birth to 3 team discovered additional information from Datamart and will run data monthly to help assure HSC stays at the meets requirements status.

Feest reported there are currently 63 participants in the Birth to 3 Program: 6 from Forest County, 39 from Oneida County, and 18 from Vilas County. The Birth to 3 Program received 17 referrals in July, mostly from physicians and parents.

VI. CHILDREN'S LONG-TERM SUPPORT SERVICES PROGRAM UPDATE

Feest reported that CLTS is currently undergoing its Metastar review. The first round of feedback has been received and the additional documentation they requested has been submitted. The vacant CLTS Support and Service Coordinator position has been filled. The internal CLTS waitlist currently has nine children and about 20 more going through initial needs assessments and are currently in the process of getting records to determine if will be eligible for CLTS, CCS, or both.

There are currently 197 clients enrolled in the program including 22 from Forest County, 118 from Oneida County, and 57 from Vilas County.

VII. NEXT MEETING DATE

Wednesday, September 14, 2022 at 3:00 PM

VIII. ADJOURNMENT

There being no further business, Chair Lee declared the meeting adjourned at 3:25 PM.

Melissa Gauthier
Administrative Assistant

APPROVED