

**GREEN LAKE COUNTY
DEPARTMENT OF HEALTH & HUMAN SERVICES**

HEALTH & HUMAN SERVICES

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Post Date: 6/8/16

***AMENDED**

The following documents for the Family Resource Council meeting to be held on Monday, June 6, 2016

- Agenda for June 6, 2016 meeting
- Draft Family Resource Council Minutes – March 7, 2016
- By-Laws – Final
- Family Resource Council membership list
- *\$10,000 bill (Tool to use for Needs Assessment)



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Green Lake County Family Resource Council Meeting Notice

***Date: June 6, 2016 Time: 11:30 AM
Green Lake County Government Center,
571 County Rd A, Room #1159 Green Lake WI***

AGENDA

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Introductions
5. Agenda
6. Minutes (3/7/16)
7. Public Comment (3 minutes):
8. Appearances
9. Correspondence:
10. Discussion on Programs/Policies
 - Coordinated Services Teams
 - Family Support/Children's Community Options
 - Birth-Three
 - CCS (Comprehensive Community Service) Program /CLTS
 - Health Unit – Maternal Child Health Update
11. Committee Discussion
12. Future Meeting Date
13. Future Agenda Items for Action/Discussion
14. Adjourn

There will be lunch provided at 11:15.

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely,
Susan Sleezer

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

Family Resource Council Meeting Minutes

March 7, 2016

Present were: Tammi Eastling, Consumer Advocate; Dick Trochinski, County Board Supervisor; Tony Beregszazi, ADVOCAP; Marian Sommerfeldt, Community Options, Inc.; Linda Van Ness, DHHS Director; Sue Sleezer, DHHS Children & Family Unit Manager; Katie Gellings, UW Extension; Shelby Jensen, DHHS, Economic Support Unit Manager; Gretchen Malkowsky, DHHS CLTS/CCS Coordinator, CSP Administrator; Anita Genrich, Clergy/Consumer Advocate; Gail Olsen, Consumer Advocate; Robyn Morris, Consumer Advocate; Hope Prochnow, Consumer Advocate; Renee Peters, DHHS, Health Unit; Kathy Munsey, DHHS Health Unit Manager; Mark Podoll, GLC Sheriff; Brenda Scofield, Consumer Advocate; Jason Jerome, GLCDHHS, CCS Service Director;

Certification of Open Meeting Law

The requirements of the open meeting law were certified as being met.

Call to Order - The meeting was called to order at 11:30 by Marian Sommerfeldt. Motion/second (Genrich/Olson) to call the Meeting to Order. All ayes. Motion carried.

The Pledge of Allegiance was recited.

Appearances/Introductions were made.

Introductions of members were made and appearances were made.

Agenda:

Motion/Second (Munsey/Trochinski) to approve agenda. All ayes. Motion carried.

Minutes: (of 9/14/15 meeting).

Motion/second (Beregszazi/Munsey) to approve the amended minutes under ADVOCAP to \$300,000 not \$30,000 and correct typo after name on last sentence. All ayes. Motion carried.

Public Comment: None.

Appearances: None.

Correspondence: None.

Review of By-Laws, Mission and Vision:

Sue Sleezer reported that Renee Peters has been instrumental in being able to find parents who have been good at attending Committee meetings.

The Proposed, revised copy of By-laws was presented. Discussion followed including: M. Sommerfeldt inquiring about the old logo, baby arms, person in wheelchair; Administrative staff will check for old logo, that was developed way back in beginning. Peters reported "Birth to 3" standard, (not "Three" spelled out). Further discussion on 50 percent voting membership, parents one more than those on committee, per statutes. Sommerfeldt - Cross out at least 25 percent. Want more than 25 %.

Genrich requested new persons receiving By-laws with members list. Linda Van Ness requested to include membership list by next meeting so all who are present are listed and with what they do.

Motion/second (Munsey/Olson) to approve the by-laws with taking off at least 25 percent. All ayes. Motion carried.

DISCUSSION ON PROGRAMS/POLICIES

Coordinated Services Teams

Sleezer reported that Coordinated Services Teams involve children struggling with behaviors, emotions, juvenile justice system, child protection. Child has to be in two systems of care.

One of the criteria is willingness by parent to involve team of people to help child improve overall functioning and how they are doing. Referrals come to department. Also helps broker relationships with schools/parents. Could cross walk into CCS. Primarily for ages, 6 to 18. Discussion followed.

Sleezer reported that there are fifteen individuals currently enrolled in Coordinated Services Team; 12 male, 3 female

Family Support/Children's Community Options Program (CCOP)

Peters reported on 2015 Funding received directly from State. Peters coordinates plans for developmentally delayed children that meet functional screen criteria to support them in their home.

Twelve children were served in 2015. Some of the goods/services included trainings related to disability; specialized equipment; home modification assessment; respite, (giving family a break with a qualified provider).

Thus far in 2016, two plans have been written and staff are in the process of screening one individual for eligibility.

Peters reported regarding the transition from the Family Support Program to Children's Community Options Program. Discussion followed.

Birth to 3

Peters reported that in 2015 - 40 children were referred to program. Peters reported that there is an average of 15-18 children being served at any given time. Peters provided a letter from the State showing the Green Lake County is at 100% compliance in meeting the compliance indicators involving timeliness of service provision.

Peters reported that Child Development Days will be held in County for Children ages 2½ to 3 ½
Dates: Tuesday, April 5th in Berlin; Princeton tomorrow, March 8th; Wednesday is Markesan, March 9th. Headstart takes referrals at Child Development Days. Sleezer requested reminder email; Peters will do.

Peters discussed upcoming Healthy Babies Coalition Workshop to be held on April 8, 2016.

CCS (Comprehensive Community Services)

Jason Jerome reported regarding CCS, a community-based rehabilitation program. Jerome reported that CCS is involvement across life cycle. A Functional screen is done and determines if the consumer is functionally eligible. CCS is consumer driven - recovery goals driven by consumer.

Total Consumers = 14; 6 adult; 8 children. March 22nd is the upcoming 2-year recertification. Discussion followed.

CLTS – (Children's Long Term Support)

Gretchen Malkowsky reported on CLTS funding which helps developmentally disabled children with severe emotional or physical disabilities to help keep child living in community. Malkowsky reported that there are around eight children currently being served in the county. This does include some on autism waiver. Discussion followed.

Health Unit – Maternal Child Health Update

Kathy Munsey reported there is Federal funding in the amount of \$9,000. Munsey directed Committee members to follow the life course model poster on wall regarding regular stages of life including: Breastfeeding friendly, being active 60 min/day; no tobacco; child safety seats; achieve mental wellness. Every year, new objectives are determined and Public Health centers on prevention. Further discussion including 'The Real Happy Hour,' working closely with UW Extension in helping families identify quality family time activities.

Health Unit – Child Death Review Team

The Team reviews ways children have died and how to prevent. Munsey reported that funding was received in the amount of \$1,000 for education prevention on Drownings/Water Safety. Water safety display boards/packets are being used at WIC clinic and other events. UW-Oshkosh student interns are making Water Safety boards and packets and parents can go through educational packet and receive a life jacket if water safety training is completed.

Health Unit – Community Health Needs Assessment

Munsey reported that Theda Care does Community Health Needs Assessment for all communities served via CHAT (Community Health Action Team) that works on specific problems and invites community members to meet on certain topic. Kay Thompson is the CHAT Coordinator. Contact Munsey if interested Further discussion on Plunge program, dealing with adverse childhood experiences and safeguards communities can put into place.

The new county health rankings will be coming out soon. Currently we are 52nd of 72. Smaller rural areas consistently rank in lower percentile as not as many resources available. The Green Lake County Wellness Coalition is working on improving the health rankings to be best in the state.

Committee Discussion

Sue Sleezer discussed departments getting together for the Child Abuse Prevention Run which will be held on 4/23/16 in Berlin starting out at Boys and Girls Club. This run is being done in an effort to increase awareness of child abuse and prevention. Run/Walk begins at 10 am. Registration fee is \$10 registration also accepted day of run. Volunteers are needed for this run. Those interested can talk to Katie at UW Extension; Kari from Public Health; Kendal in Children & Families Unit.

Sleezer reported that Pinwheels donated to line run/walk way by Marquette and Adams Counties.

Sleezer reported that 400+ kids in Green Lake County last year were abused/neglected.

ADVOCAP

Beregszazi discussed the Job Center in Berlin, which is operating employment and training programs. Beregszazi further reported training grant funding is available providing childcare and other support for families and it is due on March 14th. Beregszazi reported that a Grant writer is needed. Contact Beregszazi if interested, covers Fond du Lac, Winnebago and Green Lake Counties. Further discussion on new initiative, foster care population turning 18 and trying to readjust how focused with this target group into work force.

LAW ENFORCEMENT

Sheriff Podoll reported on inmate reading program where inmates are recorded reading a book to their child/children. The recording and book are then given to families to let their children view parent reading to them. Parents read books at level of child. Books are needed and can be dropped off at correction facility or DHHS and Sue S will drop off to correction facility.

UW EXTENSION

Katie, UW Extension reported they are partnering with 1st National Bank with a Reality Fair; a simulation for high school kids learning about financial obligations. This will be held 4/28/16 at Berlin High School; sign-up sheet was passed around for volunteering.

COMMUNITY OPTIONS INC

Community Options, Inc., now in 30th year of providing childcare services in Green Lake County. Discussion followed on childcare reimbursement.

Future Meeting Date - 6/6/16.

Future Agenda Items for Action/Discussion:

MOTION TO ADJOURN – Motion/second (Olson/Trochinski) to adjourn the meeting. All ayes.
Motion carried.

Meeting Adjourned at 1:00 pm.



Bylaws

ARTICLE I: NAME

This advisory group will be known as the Green Lake County Family Resource Council and reports to the Green Lake County Department of Health and Human Services Board.

ARTICLE II: MISSION & VISION

The mission of this Council is to build healthier families and a stronger community through positive relationships, programs and collaborations in Green Lake County using a “*No Wrong Door*” approach. Our vision is that every child would have a healthy and supportive environment in which to grow and learn and that these environments are maintained throughout a persons life course such that the effects can be sustained positively into the next generation. This council will serve as the advisory board to the following programs:

Birth to 3 Program	Wisconsin Child Abuse & Neglect Prevention Grant
Safe and Stable Families	Coordinated Services Team Initiative
Children’s Community Options Program	Comprehensive Community Services

In addition, this group will serve as the collaborative team invested in planning, implementing and evaluating additional services to benefit children and families. Such services include but are not limited to Juvenile Crime Enforcement, Maternal Child Health, Early Childhood Supports, and Children and Youth with Special Healthcare Needs.

ARTICLE III: CORE VALUES

Family-Centered	Teaming	Goal setting
Resiliency	Advocacy	Education
Collaboration	Safety	Strength-based
Non-Judgemental	Respect	

ARTICLE IV: MEMBERSHIP

The committee consists of both voting members and Non-Voting members. Voting members are appointed by the county board Chairman at the April County re-organizational meeting for staggered 2-year terms. The voting members will represent the following services:

ADVOCAP

County Board

Children's Services

Parent/Consumers

Faith-based

Judicial

Law Enforcement

School

U.W. Extension

Health

Alternates will be appointed and have voting rights in the absence of the member. Efforts should be made to attract consumers of each of our programs in which this committee serves to oversee. In addition, the council may maintain a mailing list/email address list to send meeting announcements and minutes to such interested parties as appropriate.

Non-Voting Members are to include but should not be limited to:

Children & Family Services Unit Manager

Health Unit Representative

Birth to 3 Program Services Coordinator

Behavioral Health Services Unit Manager

Department of Health and Human Services Director

Economic Support Unit Manager

Community Representatives*

*Community Representatives are defined as individuals with interests relative to children & families that are serving on the committee as part of their defined professional role.

ARTICLE V: MEETINGS

- A. Meetings will be held quarterly or additionally as needed.
- B. Notice of all meetings will be sent to the official county newspaper and posted at least 24 hours in advance. Agendas and minutes will be mailed or emailed.
- C. Meetings will be conducted in accordance with Roberts' Rules of Order and in compliance with requirements of Wisconsin's Open Meeting Laws.
- D. Per diem will be paid to Council members not reimbursed by another source.

ARTICLE VI: OFFICERS

- A. Officers for the council will be elected at the council meeting following the annual April County Board Re-organizational meeting to occur in even years. There will be Two officers: Chairman and Co-Chairman.
- B. The Chairman will conduct meetings, sign contracts, consult with employees and agencies for policy or program direction, and generally manage operations of the council.
- C. The Co-Chairman will conduct all business mentioned above in the absence of the Chairman and perform other duties as assigned by the Chairman or general membership to such matters as researching topic areas for report

ARTICLE VII: BYLAWS

- A. The by-laws of the council will be reviewed at the organizational meeting and updated annually as needed. A majority vote of the quorum present is necessary to change the by-laws. Changes are effective upon passage.

Revised 12/1/2015

FAMILY RESOURCE COUNCIL

(staggered 2-year terms)

Connie Anderson, Community Rep. (April 2018)
Tony Beregszazi, ADVOCAP Representative (April 2017)
Kassondra Barzano, Parent (April 2018)
Lynn Dutcher, District Attorney Office, Judicial Representative (April 2017)
Tammi Eastling, Parent (April 2017)
Angie Fralish, Community Representative (April 2017)
Katie Gellings, U.W. Extension (April 2018)
Jim Jaeger, Parent (April 2017)
Courtney Kolb, ASTOP, (April 2017)
Lynn Mork, School Representative (April 2018)
Robyn Morris, Parent (April 2018)
Kathy Munsey, Health Representative (April 2017)
Gail Olson, Community Representative (April 2017)
Tina Osheim, Parent (April 2017)
Mark Podoll, Law Enforcement Representative (April 2017)
Hope Prochnow, Parent (April 2018)
Brenda Scofield, Parent (April 2018)
Nancy Scolley, Community Representative (April 2017)
Marian Sommerfeldt, Community Rep. (April 2017)
Richard Trochinski, County Board (April 2018)

Ex-Officio Members

Marge Bostelmann, County Clerk/Community Representative (April 2018)
Linda Van Ness, DH&HS Director (April 2017)
Shelby Jensen, Economic Support Unit Representative (April 2017)
Jason Jerome, Intensive In-Home Therapist/CCS Supervisor (April 2018)
Gretchen Malkowsky, CLTS/CCS Coordinator (term expires April 2018)
Renee Peters, Birth-3/Family Support Coordinator, Health Unit (April 2018)
Susan Sleezer, Children & Family Services Unit Manager (April 2018)
Paul Vander Sande, Behavioral Health Unit Representative (April 2018)

\$10,000

\$10,000

- _____ Alcohol & Drug Use
- _____ Communicable Disease
- _____ Healthy Growth & Development
- _____ Mental Health
- _____ Oral Health
- _____ Reproductive & Sexual Health

- _____ Chronic Disease Prevention & Management
- _____ Environmental & Occupational Health
- _____ Injury & Violence Prevention
- _____ Nutrition & Healthy Foods
- _____ Physical Activity
- _____ Tobacco Use & Exposure

***Instructions-we have \$10,000 to spend on programming. Based on the information you just received. How would you distribute those funds? Note: You can give all \$10,000 to one program or divide it. We will use this information to help us determine which areas the community sees as most important to address.**

\$10,000

\$10,000