

MEETING OF COUNTY TRANSITION OVERSIGHT PANEL
March 12, 2024
Minutes

Committee members present: Mary Rideout, Darcy Smith, Tina Smigielski, Tyler Young, Kate Gardner and Linda Conlon.

Absent: Tracy Ferarro

Call to order: Chair Young called the meeting to order at 2:00 p.m. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve agenda: Motion by Rideout/Gardner to approve today's agenda. All aye; motion carried.

Approve Minutes from the February 7, 2024: Motion by Smith/Smigielski to approve the minutes from the February 7, 2024 meeting. All aye; motion carried.

Public comment –

- Comment from Elizabeth Lynch regarding concerns with patient care.

Discussion with the Human Service Center Board - Young reported during the last HSC Board meeting there was a request that a discussion occur between the board and the panel during today's meeting. Paul Milan, HSC Board Chair, stated that it is important for the Board and Panel to have open communication. Holly Tomlanovich, expressed concern with communication gaps that have existed previously between the HSC and the Counties. Young stressed that everyone that is a part of this process is a servant to the public and communication is key during this process.

Update on Feasibility Study – Rideout reported that the feasibility study has been completed by Patrick Cork and outlines the possible structures, the information that was gathered and ultimately recommended that each county creates an HSD structure. Rideout reported that there will be a resolution taken to the Oneida County Board meeting next week with that recommendation. Gardner reported that Vilas County will also be considering a resolution on March 26th. Schreier reminded the panel that the County Boards of each county will need to consider the proposal and those may change during the meeting. Tamara Feest requested copies of the resolutions that have been drafted by each of the counties.

Review information received from the Human Service Center

- a. **List of Contracts and End Dates –** Young reported that the HSC provided a list of contracts and end dates. Haselton reported that the list doesn't include all contracted vendors and includes over 60 vendors that are on an annual renewal basis. Smith asked for clarification that there are no contracts renewing during the year. Discussion regarding contracts/leases ending during the year. Smigielski requested that Haselton provide a copy of the Waystar contract. Smith requested that

Haselton provide a copy of 3RT contract. Young asked how the rental with Koinonia works. Haselton reported that Oneida County owns the property and leases it to the HSC for \$1/month and HSC rents the building to Options Counseling with HSC handling the maintenance of the building and the tenant is responsible for utilities, plowing and landscaping. The lease agreement will be shared with the panel. Smith asked that a copy of all lease agreements are provided to the panel. Schreier agreed that the panel should be looking at every contract and lease to determine what needs to be renewed or what contracts the counties will need. Smigielski stated that once the leases and contracts are received they can be uploaded to debtbook which will allow all members of the panel to look at the contracts and will make report running simpler. Clarification that Feest will not email the previously requested contracts and leases and instead Smigielski, Smith and Haselton will work together on them.

b. Leases

c. Fixed Asset Listing – Rideout asked for clarification on what is used for a threshold for classification and Haselton verified that the threshold limit is \$5000. Haselton reported that the value of the two facilities are not listed on the asset list as they are held by Oneida County.

d. Monthly Financial Report – Haselton provided a statement of cash flows. Haselton reported that there is a deficit of \$133,570 for 2023 and they are continuing to close out 2023 with insurance billing and payments still occurring. Haselton gave an overview of the 2024 budget and cash flow. Haselton reviewed the 2024 statement of revenues, expenses and changes in net position. Discussion regarding the cash which is estimated at \$7,356,041 and where it is invested. Discussion regarding cash flow and Smith requested a projection of the anticipated cash flow over the next few months. Haselton anticipates the cash flow remaining steady over the first half of the year. Smith requested a monthly report of expenses. Smith confirmed that the fund balances (building fund, IT fund) will not be having any funds used at this time.

e. Updated Organizational Chart – Young requested an organization chart of the current structure. Feest provided an organizational chart with a list of current vacancies and upcoming vacancies. Feest reviewed the openings, attempts to fill the vacancies and how the workload is currently being shared amongst staff. Feest reported that at this time there are no plans to fill the administrative/supervision positions. Discussion regarding the waitlist. Feest reported that there are currently 3 applicants going through the intake screening for CLTS and 70 applicants for CCS. Discussion regarding the caseload for CLTS. Feest reported that as of today there are 7.5 vacancies. Feest reported that vacancies are being advertised as LTE positions with benefits and the LTE status does not seem to be a deterrent. Feest reported that the CCS positions require a bachelors degree and a minimum number of hours in mental health experience. Conlon questioned if they are able to waive the requirement in hours and Feest reported that they have done that in the past when an applicant has the necessary degree.

Update on Social Services Contracting Case Management Services with Human

Service Center – Rideout reported that there was a discussion at Social Services committee about Oneida County hiring case managers and contracting them back to the HSC with the theory that applicants may be hesitant to apply for an LTE position. Rideout reported that Feest has expressed that the LTE status does not appear to deter applicants. Rideout expressed a concern with the existing waitlist for CCS. Feest clarified that there are resources for individuals on the CCS waitlist and this is not an uncommon waitlist for the HSC. Feest stated that the on-call aspect of the CCS position seems to hinder applicants.

Public comment/communications – Lynch requested that there be conversations with the employees in the near future regarding positions, wages and benefits.

Milan asked what the Panel would like to see from the HSC Board. Young stated that there are a number of expectations laid out in the resolutions that have been passed by the counties especially regarding expenditures. Milan confirmed that the HSC should be contacting the Corporation Counsels of each of the counties if legal counsel is needed. Fugle requested that emails/communications are sent to the corporation counsel of all three counties so that the attorneys can make sure that answers are provided promptly.

Dates and items for future agenda/meetings – March 26th at 2:00 p.m. at the Human Service Center. Items to be provided prior to the 26th – check register. Regular meetings will be the 2nd Wednesday at 2:00 p.m.

Young adjourned the meeting at 3:18 p.m.