

**LINCOLN COUNTY
SOCIAL SERVICES
SAFE AND STABLE FAMILIES COMMITTEE (PSSF)**

Wednesday, September 23, 2020 at 10:30 a.m.

Meeting Location: Room 156/Government Services Center 801 N. Sales St., Merrill, WI 54452
Via Teleconference and In-Person Attendance

In-Person Attendance: Due to public health recommendations regarding COVID-19 and mass gatherings, you are encouraged to attend by phone. For those attending in person, please observe social-distancing by staggering your arrival time and by maintaining spacing between attendees of at least 6 feet. Attendees should spread out around the perimeter of the room. Consistent with Governor Evers' Emergency Order #1 (Executive Order #82), face coverings will be required of all attendees with the limited exceptions set forth in Emergency Order #1.

Teleconference Attendance: Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number:

**Conference Call: 1-314-666-2892
Access Code: 161 120 328#**

Meeting ID: meet.google.com/ipp-wnei-zko

The teleconference cannot start until the host (department head) dials in and enters the host password.

All public participants' phones, microphones and chat dialog boxes will be muted or disabled during the meeting. If "public comment" appears on the agenda, before the meeting is called to order, the clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the clerk or chair, any person offering public comment should state their name and comments.

Agenda

1. Call meeting to order
2. Welcome and Introductions
3. Approve Minutes from Previous Meeting (date)
4. 2020 Funding Report and Final Reporting
5. 2021 Application Guidelines and Community Needs Identification
6. Set Next Meeting Date
7. Adjourn

DISTRIBUTION:

Social Services Committee – Dora Gorski (Chair), Paul Gilk, Greta Rusch, Patricia Voermans, Robert Lee

PSSF Committee

Administrative Coordinator

Other County Board Supervisors

Department Heads

Service Center -- Posted on _____ at _____ .m. by _____
News Media - Notified on _____ at _____ .m. by _____

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.

3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

LINCOLN COUNTY
Lincoln County Safe and Stable Families Committee (PSSF)
Wednesday, February 19, 2020
3:30 p.m.

LINCOLN COUNTY SERVICE CENTER – ROOM 156
801 N. SALES STREET
MERRILL, WI 54452

MEMBERS:

- RENEE KRUEGER DEBBIE MOELLENDORF/HOLLY LUERSSEN
- SARAH BRANDNER SANDRA STETZER KAY KISSINGER-WOLF
- PATTI HILGENDORF/KRIS BERG GUY STECKBAUER/HEIDI RIESE

AGENDA

1. Call to Order – Debbie Moellendorf, Chair of Committee at 3:32 p.m.
2. Welcome and Introductions – Members present introduced themselves and explained their roles in the safe and stable families committee.
3. 2019 Financial Report Information Needed – Renee provided a copy of the 2018 end of the year report. She provided an overview of information is needed from each program supported by safe and stable funding in 2019. This information should be sent to Renee by March 10th so she can complete the end of the year report.
4. 2020 Budget – No changes for the 2020 budget. Please submit invoices to Renee for payment.
5. Discussion regarding 2021 services and application – Renee indicated that the 2021 grant application will be due this fall. Renee requested that the committee think about how we have been allocating funds and how we should do in the future. We will discuss the application and any changes at our fall meeting.
6. Update regarding services provided through safe and stable funding – Members provided an overview of services provided and any updates. Patti reported that Kinship is currently serving 78 youth with 45 matches and 3 lunch buddy matches. KinsKlub after school program is averaging 15-18 youth a day. Guy reported that Kids in Motion is averaging 55-60 youth each morning from 7:15 – 7:45 a.m. with two staff members overseeing the program. Debbie reported that After the Bell program is averaging around 15 youth per day. She is not sure if there will be a Safety Day Camp in 2020 as the person who has been the main organizer is retiring from this role. Holly indicated

that the 4-H After School Clubs have not been held due to inability to find someone willing to take on this role after the prior person left at the end of 2018-19 school year. If anyone knows an individual who might be interested in this role, contact Holly at Extension. Funds may be shifted to hire a summer intern to do outreach programs during the summer instead. Sandy indicated that Children's Wisconsin are expanding their programming and how they market their programs. They have secured some additional funding so they can now offer the babysitting clinics at no cost eliminating this potential barrier to participate. Renee provided an overview of how funds are being utilized through her department to support family reunification such as childcare, travel costs and purchase of supplies.

7. Set next meeting date – Wednesday, September 23, 2020 at 10 a.m. at the Kinship House in Tomahawk.
8. Adjourned at 4:45 p.m.

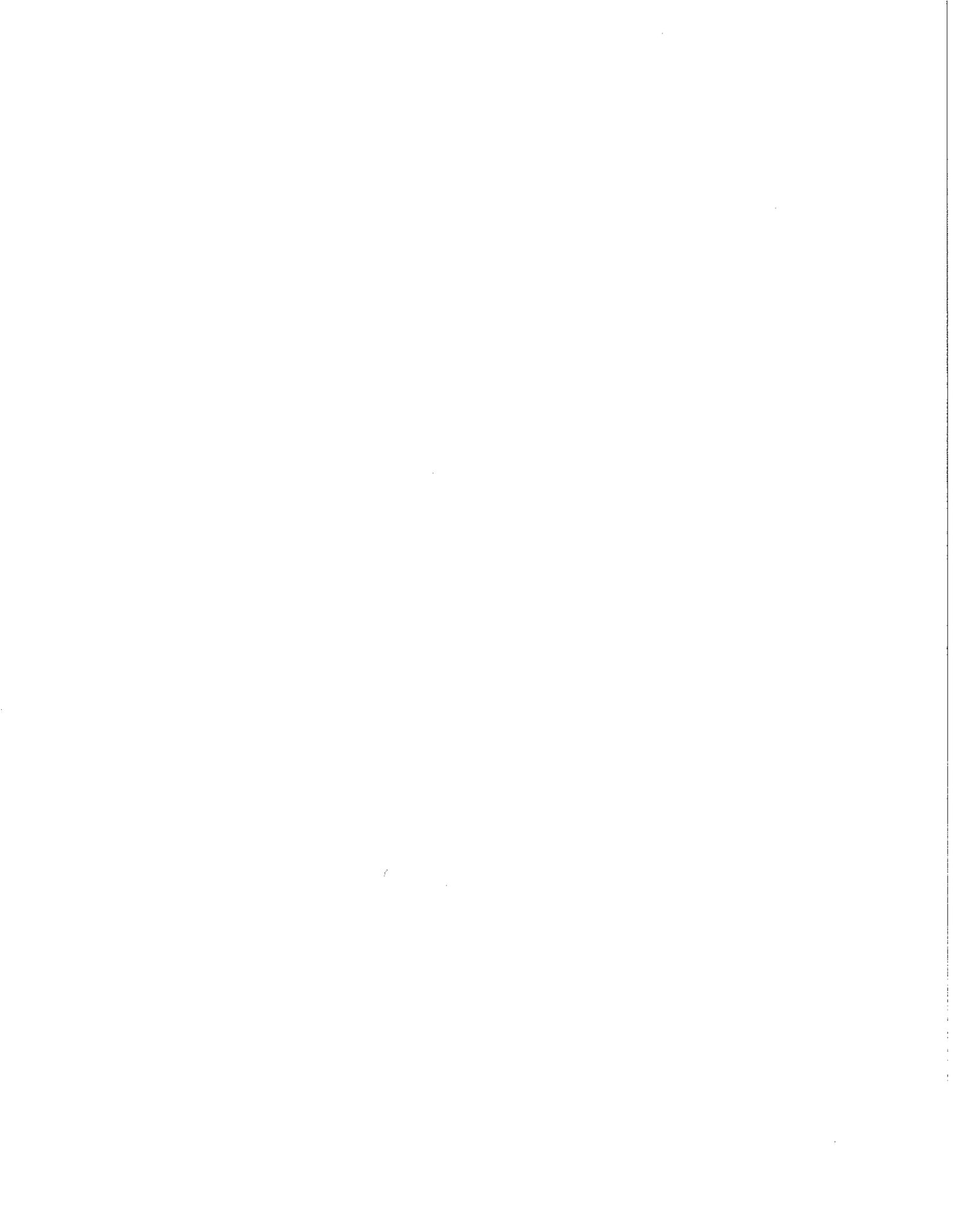
Minutes prepared by Debbie Moellendorf

SAFE & STABLE.2020

PREVENTION		7,402.75	54561-602.306 54561-600.306
1/1/2020 CHILDREN'S SERVICE SOCIET	843.25		
2/1/2020 CHILDREN'S SERVICE SOCIET	843.25		
3/31/2020 CHILDREN'S SERVICE SOCIET	843.25		
4/30/2020 CHILDREN'S SERVICE SOCIET	843.25		
5/31/2020 CHILDREN'S SERVICE SOCIET	843.25		
6/30/2020 CHILDREN'S SERVICE SOCIET	843.25		
7/31/2020 CHILDREN'S SERVICE SOCIET	1,343.25		
3/31/2020 UW EXTENSION	1,000		After the Bell
PRESERVATION		12,303.68	54561-605.306
5/11/2020 KINSHIP OF TOMAHAWK	8,141		
5/11/2020 KINSHIP OF TOMAHAWK	2,859		
6/5/2020 LUERSSSEN, HOLLY	1,003.68		reimbursement for duffel bags
8/3/2020 UW Extension	300.00		
REUNIFICATION		3,227.54	54561-610.306 54561-607.305
1/1/2020 CHILDREN'S SERVICE SOCIET	500.00		
2/1/2020 CHILDREN'S SERVICE SOCIET	500.00		
3/31/2020 CHILDREN'S SERVICE SOCIET	500.00		
4/30/2020 CHILDREN'S SERVICE SOCIET	500.00		
5/31/2020 CHILDREN'S SERVICE SOCIET	500.00		
6/30/2020 CHILDREN'S SERVICE SOCIET	500.00		
3/11/2020 BLUE JAY TAXI	112.2		LV school to home
3/2/2020 KWIK TRIP	50		transport K. Klingsmith
1/29/2020 LINCOLN COUNTY DSS	20		gas card for M. Clark
1/27/2020 WALMART COMMUNITY BRC	45.34		

Total Expenses 22,933.97

CONTRACT BALANCE \$42,827.00
REMAINING \$19,893.03



2020 PSSF 1-YEAR PLAN, RENEWING PREVIOUSLY APPROVED PLAN

PSSF PROGRAM ASSURANCES AND FEDERAL REQUIREMENTS

Program Assurances:

- The contract recipient agency has processes in place with subcontract agencies to ensure compliance with the PSSF minimum expenditure requirements.
- A minimum of 25% of the PSSF funds will be spent in each of the following service categories: Family Support, Family Preservation and Family Reunification.
- The remaining 25% may be divided among the three categories at the county's discretion.
- A collaborative, community-based process is in place to determine PSSF service and spending needs.
- The contract recipient agency identifies populations at greatest risk and targets PSSF services accordingly to best meet the needs of vulnerable children and families within the community.

PSSF Service Categories:

Family Support Services are voluntary, community-based services designed to promote the safety and well-being of children and families by preventing abuse or neglect from occurring. Family support services should target vulnerable or at-risk families in the general public. Youth prevention services and activities also qualify.

Family Preservation Services help families with a child or children at risk of home removal remain safely together.

Time-Limited Family Reunification Services facilitate the reunification of a child or children who are in out-of-home care with their families in a safe, appropriate and timely manner.

Federal Requirements:

The Child and Family Services Improvement and Innovation Act requires states to expand the information provided in the Annual Progress and Service Report (APSR) relating to health care coordination and oversight for children in foster care. **The changes require a description of the activities undertaken by the State to reduce the length of time that young children under the age of five are in foster care without a permanent family, and a description of the activities undertaken to address the developmental needs of children under the age of five who receive services under the Title IV-B or IV-E programs.**

Number of children and families served: Wisconsin is required to report on the number of children, families or youth who participate in PSSF funded programs.

1. # of families that received services/participate in programs
2. # of children that received services/participate in programs
3. # of children ages 0-5 that received services/participated in programs
4. # of youth that receive services/participate in programs (only for funded youth programming)
5. # of participants at a community awareness/education event

2020 PSSF 1-YEAR PLAN, RENEWING PREVIOUSLY APPROVED PLAN

SIGNATURE PAGE

- The 2020 PSSF 1-year plan needs to be reviewed, signed and dated by the county director.
- Either (1) Insert an electronic signature; or, (2) print this page, sign, scan, and e-mail to PSSF State Coordinator.

Signature County Director

Date

PSSF APPLICATION & OUTCOMES

CONTACT INFORMATION	
County	
Address	
County Director	
Email	
Telephone Number	
PSSF County Coordinator	
Email	
Telephone Number	
PSSF ALLOCATION AMOUNTS for 2020	
2020 Allocation	\$

Application Instructions:

Please note that the PSSF application requires funding in three service categories, discussed further below. PSSF funding may cross multiple categories, however you still need to complete every section of the application as the monitoring outcomes may vary by category.

PSSF PROGRAM ASSURANCES:

- The contract recipient agency has processes in place with subcontract agencies to ensure compliance with the PSSF minimum expenditure requirements.
- **A minimum of 25% of the PSSF funds will be spent in each of the following service categories: Family Support, Family Preservation and Family Reunification.**
 - **Family Support Services** are voluntary, community-based services designed to promote the safety and well-being of children and families by preventing abuse or neglect from occurring. Family support services should target vulnerable or at-risk families in the general public. Youth prevention services and activities also qualify.
 - **Family Preservation Services** help families with a child or children at risk of home removal remain safely together.
 - **Time-Limited Family Reunification Services** facilitate the reunification of a child or children who are in out-of-home care with their families in a safe, appropriate and timely manner.
- **The remaining 25% may be divided among the three categories at the county’s discretion.**
- A collaborative, community-based process is in place to determine PSSF service and spending needs.
- The contract recipient agency identifies populations at greatest risk and targets PSSF services accordingly to best meet the needs of vulnerable children and families within the community.

PSSF Outcomes: Please identify outcomes to measure and report on that helps your county to determine program effectiveness. Please use quantitative and/or qualitative data (such as data from surveys or community feedback) in developing outcomes. Please consider measuring the following (as applicable).

Family Preservation:

1. % of families that have a child placed in OHC while participating in services
2. % of families that have a child placed in OHC within 6 months of completed services
3. % of families that have a child placed in OHC within 12 months of completed services

PSSF Outcomes:

Identified outcomes to be measured: 1.
(county can identify more than 3 outcomes as needed/desired) 2.
3.

Time-Limited Family Reunification Services:
_____ (Program Name(s) Funded)

\$_____ towards Time Limited Family Reunification Services (must be at least 25% of total PSSF funds received)

Time-Limited Family Reunification Services facilitate the reunification of a child or children in a safe, appropriate and timely manner.

Target Population (please check all that apply):

- children ages 0-5 and their caregivers
- At Risk of abuse/neglect
- At Risk of removal (OHC)
- OHC
- Youth

Target Goals (please check all that apply):

- Prevent Abuse and Neglect
- Reduce time in OHC of children 0-5
- Maintain children in their home
- Safe and timely return home
- Positive Youth Outcomes

Program Description: Briefly describe services provided related to this category. Provide your rationale for selecting and funding this service or program. Be clear about what you expect to achieve by providing these services and describe how the service or program is evaluated to measure progress.

PSSF Outcomes: Please identify outcomes to measure and report on that helps your county to determine program effectiveness. Please use quantitative and/or qualitative data (such as data from surveys or community feedback) in developing outcomes. Please consider measuring the following (as applicable).

Family Reunification:

1. % of families that achieved reunification within 6 months from first date of removal
2. % of families that achieved reunification within 12 months from first date of removal
3. % of families that had a child re-enter OHC within 6 months of completed services
4. % of families that had a child re-enter OHC within 12 months of completed services

PSSF Outcomes:

- Identified outcomes to be measured:** 1.
(county can identify more than 3 outcomes as needed/desired) 2.
3.

Federal Requirements:

The Child and Family Services Improvement and Innovation Act **requires** states to expand the information provided in the Annual Progress and Service Report (APSR) relating to health care coordination and oversight for children in foster care. **The changes require a description of the activities undertaken by the State to reduce the length of time that young children under the age of five are in foster care without a permanent family, and a description of the activities undertaken to address the developmental needs of children under the age of five who receive services under the Title IV-B or IV-E programs.**

Wisconsin is **required** to report on the number of children, families or youth who participate in PSSF funded programs:

1. # of families that received services/participate in programs
2. # of children that received services/participate in programs
3. # of children ages 0-5 that received services/participated in programs
4. # of youth that receive services/participate in programs (only for funded youth programming)
5. # of participants at a community awareness/education event

Please direct any questions or concerns to Angela Krueger at DCFPSFStateCoordinator@wisconsin.gov for further information.

