

**OPEN MEETING - MINUTES**  
**Waukesha County Health and Human Services**  
**Children and Family Services Advisory Committee (CAFSAC)**  
**June 16, 2022**

**Present CAFSAC Members:** Addiction Resource Council (Jessica Brost), Family Service (Laura Cherone), Prohealth Care, Inc. (Michelle Huebschen), Catholic Charities (Sarah Matson), Elevate, Inc. (Mary Adele Revoy (Chair)), Easterseals Safe Babies Healthy Families (Allie Smith), Parent's Place, Inc. (Ann-Marie St John and Raquel Mehring), Wisconsin Community Services, Inc. (Mary Sweeney), The Women's Center (Jessica Trauth (Vice Chair))

**Absent CAFSAC Members:** Children's Hospital of WI Community Services (Kristin Agenten), LifePoint Church (Rob Jadrnicek), Darlene Johnson, Public Defender's Office (Maura McMahon), School District of Waukesha (Luke Pinion), Community Smiles Dental (Renee Ramirez), Variety – the Children's Charity of Wisconsin (Dua Vang-Ramirez)

**HHS Board Liaison:** Bob Menefee

**HHS Staff Liaisons:** Penny Nevicosi, Ron Pupp

**Guests:** Jessica Hannaman, Amanda Huber

**1. Call to Order**

Chair Revoy called the meeting to order at 8:31 a.m. Introductions were exchanged among the committee members and guests.

Matson arrived at 8:33 a.m.

**2. Review and Approval of Minutes**

Motion: Trauth moved, second by Mehring, to approve CAFSAC minutes of May 19, 2022. Motion passed without a negative vote.

**3. Committee Business**

**a. Consideration to Allow the Special Services Advisory Committee (SSAC) to Hold Next Meeting Remotely**

Motion: Matson moved, second by Trauth, to approve the consideration to allow the Special Services Advisory Committee (SSAC) to hold their next meeting remotely. Motion passed without a negative vote.

Cherone arrived at 8:40 a.m.

**b. Consideration of Separating Special Services Advisory Committee (SSAC) from Children and Family Services Advisory Committee (CAFSAC)**

Motion: Mehring moved, second by Matson, to approve the separation of the Special Services Advisory Committee (SSAC) from the Children and Family Services Advisory Committee (CAFSAC). Motion passed without a negative vote.

Motion: Mehring moved, second by Matson, to approve the removal of Special Services Advisory Committee (SSAC) from the Children and Family Services Advisory Committee (CAFSAC) Bylaws, Article IX-Subcommittees. Motion passed without a negative vote.

**c. Continue Discussion of Agenda Items for 2022**

- July – Voting for the Chair, Vice Chair, and Membership Reappointments
- August – No meeting
- September – First meeting of new membership year
- Additional presentations (dates to be determined) from:
  - Safe Families
  - Community Health Improvement Plan and Process (CHIPP) Committee

**4. Strategic Planning Discussion – Penny Nevicosi, Child and Family Division Manager and Ron Pupp, Adolescent and Family Division Manager**

Nevicosi and Pupp displayed and reviewed a PowerPoint titled “Health and Human Services Community Needs Assessment 2022” and a handout titled “County Board Supervisors Orientation Booklet for the Department of Health and Human Services April 2022”.

Nevicosi requested attendees’ thoughts regarding the positive aspects and challenges of previous meetings, as well as suggestions for CAFSAC meetings going forward. Some of the thoughts and opinions were:

- Attendees navigated well throughout the pandemic, including switching back and forth between virtual and in-person for meetings. (Never had to cancel a meeting due to a lack of quorum.)
- Current and prior leadership is a strength for the committee.
- There is a positivity and openness in the meetings. Members and attendees are not afraid to speak up during meetings and discuss the topics that are brought up to help problem solve for the needs of the community.
- Frustrations over the Needs Presentation to the Board:
  - Do not typically receive any kind of feedback after the presentation
  - Do not typically receive anything that is requested
  - CAFSAC presentations have focused on dollar amounts rather than identifying unmet needs in the community (i.e., truancies and the waiver program waitlist-need more services to help with these needs)
  - Menefee to follow up with Board members to request better communication and feedback regarding the presentations
  - Going forward, an unmet needs discussion will be added to the agenda to create an ongoing list that will be narrowed down to create the presentation in April
- Nevicosi and Pupp to incorporate more data-related information during the HHS Staff Liaison portion of the meetings
- Explore including report outs from other advisory committees so attendees are aware of what else is going on in other committees

If you would like to attend other committee meetings, the information can be found at: <https://www.waukeshacounty.gov/meetings>.

**5. Committee and Organization Updates**

**a. HHS Board Liaison**

There were no updates from the HHS Board Liaison.

**b. HHS Staff Liaison**

Pupp reported that Comprehensive Community Services (CCS) is in the middle of a site visit from the State. So far, the State has completed the client files review with no citations found.

The Family First Prevention Services Act requires Qualified Residential Treatment Program (QRTP) facilities to be certified to be eligible for federal reimbursement. The youth in Waukesha County are still being placed in non-QRTP facilities due to not having enough certified facilities in the area.

**c. Schools**

According to Pupp, truancies have been a long-standing issue in the community. There is a need to figure out which evidence-based program can be brought into the schools to assist with the issue. Meetings are being held throughout the summer to consider the program options as well as determining which agency will offer the services and how to fund the services. In the fall, the various program options will be presented to the schools.

**d. Special Services Advisory Committee (SSAC)**

There were no SSAC updates.

**6. Agency Updates/Announcements**

Family Service is partnering with Penfield Children's Center Milwaukee to expand services into Waukesha, which includes an in-home program for the mental health needs of children up to age 6. The Family Service Care Center had a site visit this week and received positive feedback.

Huber announced that NAMI will be hosting an event featuring TikTok influencer Kody Green on June 29. For more information or to register to attend, go to: <https://namihope.eventbrite.com>.

**7. Discuss Agenda Items for Next Meeting**

- July – Voting on Chair, Vice Chair, and Membership Renewals

**8. Public Comment**

There was no public comment.

**9. Adjourn**

Motion: Matson moved, second by Trauth, to adjourn the meeting at 9:55 a.m. Motion carried unanimously.

*Respectfully submitted by Jessica Hannaman.*

Minutes Were Approved: Maddalena Perry Date: 7/21/2022