

**Waukesha County Health and Human Services Department  
Children and Family Services Advisory Committee (CAFSAC) Notes  
July 19, 2018**

**Present CAFSAC Committee:** Sara Barron, Danielle Birdeau, Rob Jadrnicek, Darlene Johnson, Lindsay Just, Luke Pinion, Karen Villareal

**Absent CAFSAC Committee:** Laura Cherone, Judge Kathryn Foster, Pam Groh, Esther Jensen, Mary Madden, Sarah Matson, Maura McMahon, Raquel Mehring, Mary Adele Revoy, Diane Ripple, John Schiraj, Dianna Susitti, Mary Wittwer

**HHS Staff Liaisons:** Ron Pupp

**Guests:** Jen Anderson

**1. Call to Order**

Chair Just called the meeting to order at 8:45 a.m.

**2. Approval of Minutes**

This topic was tabled due to lack of quorum.

**3. Committee Business**

The committee discussed the current membership list, and the changes that need to be made. The committee members agreed that the membership vacancies have hindered the committee's quorum, and as such, they will reach out to committee members whose attendance has been lacking. Villareal will provide an updated membership list to be reviewed at the next meeting.

Just discussed forming a bylaw workgroup, to review the bylaws. Villareal, Jadrnicek, and Just agreed to be a part of this committee. Just welcomed other committee members to attend the meeting. The workgroup agreed to meet at the Health and Human Services Department at 8:30 a.m. on August 3.

Barron left at 9:20 a.m.

Just informed the committee that, according to the bylaws, CAFSAC is required to hold 10 meetings per year. The Unmet Needs Presentation that is held in April was being used as one of the CAFSAC meetings, as this was felt that the presentation counted as one of those meetings. Just informed the committee that this is not the case. While members are encouraged to attend the meeting, the Unmet Needs Presentation cannot take the place of a CAFSAC meeting. The committee members agreed to hold an additional meeting on August 30 at Health and Human Services at 8:30 a.m. The revised bylaws will be presented at that meeting.

Pinion left at 9:30 a.m.

**4. Collaborative Crisis Services – Danielle Birdeau**

The topic was tabled until a future meeting.

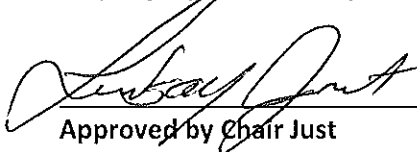
5. **Waukesha Food Pantry – Karen Tredwell**  
The topic was tabled until a future meeting.
  
6. **Reports**
  - a. **HHS Board Liaison Report**  
No report.
  
  - b. **HHS Staff Liaison – Ron Pupp**  
Pupp had attended the HHS Board meeting, and reported that they discussed the budget presentations and the overview of the strategic plan.
  
  - c. **Truancy Task Force – Luke Pinion**  
The topic was tabled until a future meeting.
  
8. **Agency Updates / Announcements**

Just reported that The United Way office located in Waukesha will be moving to Milwaukee, and is unsure if CAFSAC committee member, Schiraj, will continue in being a member of the committee.

Jadrnicek met with the Drug Free Communities. An educational meeting will be provided for the community on Tuesday, October 16 at 6:00 p.m. at Life Point Church in Mukwonago.

Villareal reported that a new CEO, Peter Engel, joined Easter Seals in June.
  
9. **Other**  
No report.
  
10. **Adjourn**  
The meeting adjourned at 9:48 a.m.
  
11. **Next Meeting**  
The next meeting is scheduled for August 30, 2018 at 8:30 a.m. in Room 271 of the Human Services Center, 514 Riverview Avenue.

*Respectfully submitted by Mireya Casarrubias*

  
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Approved by Chair Just