

## OPEN MEETING MINUTES

### Waukesha County Human Services Center Children and Family Services Advisory Committee (CAFSAC) February 20, 2020

**Present CAFSAC Committee:** Kristin Agenten, Laura Cherone, Rob Jadrnicek, Darlene Johnson, Lindsay Just, Sarah Matson, Maura McMahon, Raquel Mehring, Luke Pinion, Renee Ramirez, Mary Adele Revoy, Diane Ripple, Dua Vang-Ramirez, Mary Wittwer

**Absent CAFSAC Committee:** Colleen Allen, Sara Barron, Pam Groh, Karen Villarreal

**HHS Board Liaison:** Bob Menefee

**Present HHS Staff Liaisons:** Kathy Mullooly, Lisa Roberts

**Guests:** Laura Armstrong (proxy for Colleen Allen), Christy Bond, Carly Corcoran, Laura Fleming, Amanda Huber, Pat Percy, Sarah PfiEFFle, Ron Pupp, Michelle Rubenzer (proxy for Villarreal), Jennifer Shiller

#### 1. Call to Order

Chair Just called the meeting to order at 8:33 a.m. Introductions were exchanged among committee members and guests.

#### 2. Approval of Minutes

Motion: Johnson moved, second by Matson, to approve the CAFSAC minutes of January 16, 2020. Motion passed without a negative vote.

McMahon and Cherone arrived at 8:39 a.m.

#### 3. Committee Business

##### Bylaws Update / Work Plan

McClain explained the reason behind the revisions of the bylaws. The bylaws were discussed line by line for the committee to review. Bylaws are to be reviewed every 2 years.

Motion: Pinion moved, second by Johnson, to approve the CAFSAC bylaws. Motion passed without a negative vote.

#### 4. Unmet Needs Presentation

Just discussed about the proposal from public health for an analytical position for the needs presentation. Revoy opened a discussion to the committee members whether they will acknowledge the position or not, and do they plan on putting information of that position in their presentation to the HHS Board committee. Discussion took place in regards to whether the agencies will have access to this information. Johnson commented that the focus should not be removed from what the needs are actually needed in the community.

#### 5. Implementing Family First in Wisconsin – Lisa Roberts

Roberts explained what the Family First Act will do. Roberts goes through a PowerPoint, please see attachment.

Roberts provided a website that may be a resource from what Roberts had shared about the Family First, <https://www.federalregister.gov/d/2018-13420>

McMahon left at 9:49 a.m.

**6. Reports**

**a. HHS Board Liaison Report**

Menefee informed the committee members that the HHS board is preparing to work on the budget.

**b. HHS Staff Liaison Report**

No report.

**c. Family First Prevention Act**

No further information reported.

**d. Coordinated Services Team (CST)**

This committee will be meeting next week Wednesday, 2/26/2020 at 12pm at the Health and Human Services building.

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

Roberts reported that the SSAC will meet this afternoon, a time nor location was provided.

**7. Agency Updates/Announcements**

Pfieffe from NAMI Waukesha, provided brochures. Please see the handouts.

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

- Take a vote on the Public Health piece to present at the Board Committee meeting
- Solely talk about unmet needs

**9. Public Comment**

There was no public comment.

**10. Adjourn**

Motion: Pinion moved, second by Jadrnicek, to adjourn the CAFSAC meeting at 10:06 a.m. Motion passed unanimously.

**11. Next Meeting**

The next meeting is scheduled for March 19, 2020 at 8:30 a.m. in Room 273 of the Human Services Center, 514 Riverview Avenue.

*Respectfully submitted by Mireya Casarrubias.*

Minutes Were Approved on 6/18/2020.