

Department of Human Services  
117 East Fifth Street  
P.O. Box 100  
Washburn, WI 54891-0100



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FROM: Kristin Opperman

DATE: June 5, 2018

RE: MEETING NOTICE

The Children's Community Options Program Advisory Committee (CCOPAC) meeting will be held on Tuesday, June 12, 2018 @ 10:00 a.m. in Conference Room B located in the lower level of the Bayfield County Courthouse.

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Department of Human Services at 715-373-6144, extension 110, at least 24 hours before the scheduled meeting time, so appropriate arrangements can be made.

The agenda includes: Call to Order; Review/Adoption of the 03/13/2018 meeting minutes; Children's LTC Program Enrollment Report; Presentation on WIC program; Review CCOP Advisory Committee Manual; Other

c: County Board Chair  
County Administrator  
County Clerk  
HS Director and Managers  
DCS, Rhinelander  
Health Department  
Red Cliff Tribe  
Post (bulletin board and website)  
Daily Press

K:Agenda and Minutes/CCOPAC/2018/agendas/2018-12-06\_CCOPAC\_meeting\_notice

Department of Human Services  
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**CHILDREN'S COMMUNITY OPTIONS PROGRAM ADVISORY COMMITTEE**

Barbara Gadbois  
Robyn Klobucher

Mary Lou Jahr  
Shelli Listing  
Lona Schmidt

Sara Wartman (Bay Co Health Dept)  
Jamie Goodlet (Red Cliff ECC)  
John Knight (Drummond Area School District)

**RE: June 12, 2018 CCOP Advisory Committee meeting.**

Dear Committee Members:

Please be advised that the quarterly meeting of the Children's Community Options Program Advisory Committee will be held on **Tuesday, June 12, 2018 at 10:00 a.m.** in Conference Room B located in the lower level of the County Courthouse.

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Department of Human Services at 715-373-6144, extension 110, at least 24 hours before the scheduled meeting time, so appropriate arrangement can be made.

The agenda for this meeting is as follows:

**AGENDA**

1. Call to Order
2. Review/Adoption of the 03/13/2018 Meeting Minutes
3. *Children's LTC program enrollment report*
4. *Presentation on WIC Program*
5. *Review CCOP Advisory Committee manual*
6. *Other (informational items only)*
7. *Motion to adjourn*

c: BCDHS Board Members

K:Agendas & Minutes/CCOPAC/2018/2018-12-06 CCOPAC Meeting Agenda

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**BAYFIELD COUNTY DEPARTMENT OF HUMAN SERVICES  
CHILDREN'S COMMUNITY OPTIONS PROGRAM ADVISORY COMMITTEE MEETING MINUTES**

Minutes are subject to  
change before approval  
at next CCOPAC meeting

Bayfield County Courthouse, Conference Room B  
Tuesday, March 13, 2018 at 10:00 a.m.

**Committee Members Present:** Ann Glavan, Barb Gadbois, Shelli Listing, Sara Wartman, John Knight

**Committee Members Absent:** Jaime Goodlet, Mary Lou Jahr, Robyn Klobucher, Lona Schmidt

**Staff Present:** Kristin Opperman – Bayfield County Youth Services Coordinator, Heather Gilbertson – Support Staff

**Call to order:** Barb called the meeting to order at 10:05 am.

**Review/adoption of minutes from 12/12/2017 meeting:**

- Review of Minutes
- A motion was made by Sara to approve the December 12, 2017 meeting minutes, seconded by Ann, motion carried.

**Children's LTC Program Enrollment**

- Bayfield County's caseload contains 26 kids in either the Waiver or CCOP program or both
- 3 kids on the waiting list
- 1 new referral, if they qualify they will be added to the waiting list
- 2 kids in 2018 will age out of the children's programs and move into adult services
- There is discussion of having a state waiting list vs. a county waiting list

**Review 2018 CCOP Annual Plan Update approval**

- The 5yr plan was done in 2017
- Each following year and update needs to be submitted; we submitted the 2018 update in November 2017
- February 22, 2018 – received a letter from the State accepting the Annual Plan Update for 2018

**Review CCOP Advisory Committee manual**

- Refer to manual

**Other (information items only):**

- Discussion about forming a Local Network of Support
- Using Gas Cards as a Positive reinforcement to participate
- Discussion about FAST (Families and Schools Together) Program and modeling our Local Network of Support from this program
- Discussion of sending out a Brief Survey to families on caseload to find out if they are interested in and would use Local Network Support and if so what is needed for them and their family to participate in the program.

**Motion to Adjourn:**

John motioned to adjourn the meeting, Sara seconded, motion carried. Meeting adjourned at 11:01 am.

Minutes respectfully submitted by Heather Gilbertson, Support Staff