

**CHILDREN'S COMMUNITY OPTIONS PROGRAM ADVISORY COMMITTEE**  
**Douglas County Health and Human Services Department**  
**Wednesday, June 8, 2016, 1:00 p.m., Room 207C, Douglas County Courthouse,**  
**1313 Belknap Street, Superior, Wisconsin**

Meeting called to order by Chair Debora Carroll.

**ROLL CALL:** Present – Debora Carroll, Susan Hendrickson (left at 1:29 p.m.), June Finsland, Shario Pioro (arrived 1:15 p.m.), Mary Chialastri. Absent – Paulette Alseth, Patty Dodge, Wanda Woodhull, Carrie Lott. Others present – Erika Leif, Mark Liebaert, Kaci Lundgren, Committee Clerk.

**APPROVAL OF MINUTES:** Motion by Finsland, second Hendrickson, to approve minutes from the March 9, 2016, meeting, with the following correction under Budget: “...only 10% of administrative costs are charged to program; county levy provides 90% of funding” should read “up to 10% of administrative costs can be charged to program; additional administrative costs covered by county levy”. Motion carried.

**ACTION ITEM: Meeting Date and Time Change:** Later time is easier for members to attend.

**ACTION:** Motion by Chialastri, second Finsland, to change next meeting time to 2 p.m. on Wednesday, September 14, 2016. Motion carried.

**INFORMATIONAL ITEMS:**

**Program Report:** 20 children in program; 18 families being served. Short staffed due to resignations; still awaiting new guidelines and changes for Children's Community Options Program versus Family Support Program.

**Budget:** Under-budget through April 2016.

**Survey:** Not many responses on survey; discussed potential to include electronic and hand-carry options.

**New Member Recruitment:** To follow-up with members that have not been in attendance.

**FUTURE AGENDA ITEMS:** Children's Community Options Program guidelines; survey results; meeting date and time; new member recruitment.

**ADJOURNMENT:** Motion by Pioro, second Chialastri, to adjourn. Motion carried. Meeting adjourned at 1:35 p.m.

Submitted by,  
Kaci Jo Lundgren, Committee Clerk