

**Monroe County Department of Human Services  
Citizens' Advisory and Children's Community Options Program Committees**

**Monroe County Justice Center Board/Assembly Room  
112 South Court Street, Sparta, WI  
January 18, 2024**

**Citizen Advisory Committee Members Present:** Tim Fuhrmann, Renee Quillman, Cedric Schnitzler, Kay Steinhoff

**Citizen Advisory Committee Members Excused:** Ann Allen, Renee Shull, Jessica Biever, Tonya Olson

**CCOP Committee Members Present:** Tracy Thorsen, Cedric Schnitzler, Kay Steinhoff

**CCOP Committee Members Excused:** Ann Allen, Tiffany Giesler, Tonya Olson, Tom Anderson

**Human Services Staff Present:** Erica Brandau, Children & Family Services Supervisor and Kelly Gronau, Office Manager

**Call to Order and Introductions:** Quorum was not met. Chairperson Tonya Olson was not in attendance. Meeting called to order by Tracy Thorsen at 1:09 p.m.

**Approval of Meeting Minutes for October 19, 2023 – Discussion/Action:** Quorum not met. Minutes were not approved. This agenda item will be included on the April 18, 2024 meeting agenda.

**Citizen Advisory Committee**

**Human Services Agency Updates – Discussion:** Tracy Thorsen discussed notable agency updates.

**Review Role of Committee and Discuss Plan for Providing 2025 Budget Development recommendations that will begin this summer – Discussion:** Discussed the plan to send out preliminary budget priorities to committee members prior to the next meeting in April so it can be reviewed during the meeting.

**Children's Community Options Program Committee**

**Planned Changes for Service CLTS-CCS Dually Enrolled Children - Discussion:** Erica Brandau provided an overview of the changes in progress to combine the CLTS and CCS units so children eligible for both programs can be case managed by one service coordinator for both programs.

**CLTS/CCOP Update – Discussion:** Erica Brandau provided information on current staffing level, program participant numbers (301 enrolled), and referral list numbers (42 referrals pending enrollment). Discussion

*The minutes are not official until approved by the Citizens' Advisory and Children's Community Options Program Committees at their next regular meeting.*

**Schedule Next Meeting Date/Time/Location:** The next meeting date/time was established for Thursday, April 18, 2024 at 1:00 p.m. Topics for this meeting will be determined at a later date. The location will be the Monroe County Assembly Room.

**Adjournment:** Meeting was adjourned at 1:58 p.m.

Respectfully submitted:

Kelly Gronau  
Human Services Office Manager