

WCDHHS Board Meeting Minutes  
February 7, 2018  
Waupaca County Courthouse  
Room 1068  
Waupaca, WI 54981

Members Present: Dona Gabert, Dave Neumann, Dr. Steven Goedderz, Dave Johnson, Jan Lehrer, Carl Kietzmann, Jerry Murphy, Pat Craig, Jody Muck  
Others Present: Chuck Price, Shannon Kelly, Lana Draeger, Jed Wohlt

The meeting of the Health and Human Services Board was called to order at 5:00 pm by Chair Jerry Murphy.

Motion by Lehrer, second by Gabert, to accept agenda. Motion carried without a negative vote.  
Motion by Neumann, second by Craig, to approve minutes from January 3, 2018. Motion carried without a negative vote.

Public Comment: None

I. Personnel

- a. Employee Updates/Resignations/Retirements/Recruitments were reviewed by Shannon Kelly. Mackenzie Harness resigned as CLTS Social Worker. We have been advertising and interviewing for vacancies. Motion by Lehrer, second by Muck, to accept resignation of Mackenzie Harness. Motion carried without a negative vote.
- b. Jed Wohlt reviewed his request for an Out-of-State Travel Request for three Public Health Staff to attend the Public Health Preparedness Summit in Atlanta, GA. We have been awarded scholarships to cover the full cost of the conference. Motion by Lehrer, second by Muck, to approve request as presented. Motion carried without a negative vote.

II. Finance

- a. Income Statement Overview – The report shared with the Board is for 2017. We are showing a balance in the red at this time for 2017, but we are still expecting revenues to come in to offset the negative balance.
- b. Payment Register was shared with the Board. Motion by Lehrer, second by Gabert, to approve bills and payment register. Motion carried without a negative vote.

III. Reports to the Board

- a. Letters to DHHS Board
  - i. Shani Appleby, Weyauwega Site Nutrition Manager, wrote a letter to the DHHS Board members, inviting the Board to visit a Site, join for lunch, and give input on activities.
  - ii. Jed Wohlt reviewed recognition letter from the DNR after an annual review. They were very complimentary of Cassandra Schmitz's work in the program. Jan Lehrer recommended to give recognition to Cassandra. Jan questioned the report about an establishment. Jed and staff are working with the establishment to resolve the issue.
- b. Advisory Committee Reports
  - i. Transportation Committee Meeting Minutes of November 9, 2017 were shared with the Board.
  - ii. CCS Coordinating Committee Meeting Minutes of December 19, 2017 were shared with the Board.

- iii. CST Coordinating Committee Meeting Minutes of December 19, 2017 were shared with the Board.
- iv. B-3/C-COP Advisory Committee Meeting Minutes of January 18, 2018 were shared with the Board. Motion by Gabert, second by Muck, to recommend appointment of Leah Wojnowiak to the Committee. Motion carried without a negative vote.
- c. Board Member Reports of Meetings Attended – The Legislative Conference ended today. Carl, Dona, and Jerry attended the conference. Jerry stated there was very valuable information shared. The Governor spoke, and Senate and Assembly speakers were there to answer questions. The three Supreme Court Candidates were there and spoke. There was a presentation about the importance of good diet. There was a presentation on the relocation of Lincoln Hills. Pat went to the ADRC Regional meeting. She was impressed with the report Leah Klein presented on our new transportation program.
- d. Waupaca County Industries Updates/Reports – Work has been on moving equipment out. Sandy Bertram stayed on for two weeks to do invoicing with customers. Sheri Fuhrman stayed on to finish with billing. Celeste Leider and Jack Gunderson remain to finalize moving out of items. County Departments were given first chance to take items. Many items went to Sheriff's Department, Highway, and PTF. We opened up public bid for remaining larger items. Items are open for public bid through March 5. We will be asking Property Committee to make the final decisions on bids at its March meeting. The DOT picked up one truck that belonged to them. One vehicle was depreciated and DHHS is keeping it for use. A truck was sold. We will transfer a van to WI Veterans home through the grant vehicle program. We retired 3 buses recently. We have 3 more buses that are not eligible for retirement yet. We will need to transfer those to another eligible agency. A meeting is scheduled for Friday, February 9, to talk about the building and property.

#### IV. Director's Report

- a. Follow up to Previous Month's meeting, General Department Updates
  - i. Chuck thanked Shannon for all her work at WCI.
  - ii. We were accepted to be included in Alia's UnSystem Innovation Cohort. This is looking to reinvent child welfare. There will be partnering with community members, families, individuals, and agencies. Eloise Anderson from the State Department of Children and Families is supportive of our being a leader of change. Over the next 10 months, Chuck and Shannon will be a part of monthly meetings in Minneapolis. Those expenses will be covered. This is an incredible opportunity and an honor to receive. There are 10 months of intensive planning, then a 3-year change project. Support would be within our Department, with the possibility of meetings in Minneapolis twice per year.
  - iii. Chuck received a call from Wisconsin Public Television. The reporter is interested in trauma informed care and was referred to our Department. She wants to come to Waupaca County and do a story, with the hopes of interviewing a few families within the next few weeks.
  - iv. We are starting office moves in anticipation of remodeling that will start soon. Shannon and Leah are working with staff and Maintenance on the moves. This will allow ADRC to share a waiting area with Public Health. Ron Hansen and Maintenance staff have been great to work with.
  - v. Chuck's request to consult/teach/coach was approved.
  - vi. Public Health 140 Review was conducted. Chris Culotta from the State Department of Health will be at the May DHHS Board meeting.
  - vii. Chuck recently testified before the State Assembly about the Speakers Task Force on Foster care.
- b. Alternate Care Reports – This report is for January.

- c. Mental Health Report – This budget continues to look good. Shannon is happy with having our Crisis team staffed and moving forward.

Motion by Lehrer, second by Muck, to adjourn at 6:20 pm. Motion carried without a negative vote.

Submitted by,

Lana Draeger  
Office Manager

Approved by,

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