

**WCDHHS Board Meeting Minutes**  
**August 5, 2015**  
**Waupaca County Courthouse**  
**811 Harding Street, Room 1068**  
**Waupaca, WI**

**Members Present:** Carl Kietzmann, Jerry Murphy, Mary Kay Poehlman, Dona Gabert, Jan Lehrer, Jody Muck, Dr. Steven Goedderz, Don Aasen

**Members Excused:** Dave Neumann

**Others Present:** Chuck Price, Lana Draeger, Celeste Leider

**The Health and Human Services Board meeting was called to order at 6:05 pm by Chair Jerry Murphy.**

**Public Comment:** None

**Motion by Lehrer, second by Gabert, to accept agenda. Motion carried.**

**Motion by Poehlman, second by Kietzmann, to approve minutes from July 1, 2015. Motion carried.**

**Action Items**

**A. Personnel**

- a. Retirement Letter from Terri Brooks was reviewed with the Board. We are actively recruiting a Public Health Officer. We are talking with Waushara County about possibly contracting with them for an Interim Health Officer. We will bring a request back to the Committee for final approval. We are also recruiting for a Mental Health Social Worker.
- b. Employee update was reviewed

**B. Finance**

- a. Director Price reviewed the Income Statement. Chuck has reviewed with Erica and we seem to be on track at this time.
- b. Payment Register was reviewed. **Motion by Goedderz, second by Gabert, to approve bills. Motion carried.**
- c. Chuck reviewed a request to purchase one of the Sheriff's Department retired squad car. The cost of the vehicle is \$3,000. Our Department is paying approximately \$16,000 per month in mileage. We will use this vehicle mainly for out-of-county travel and monitor the expenses. We will work on a policy on staff usage. The car has new tires and we will get the maintenance log on the car. **Motion by Lehrer, second by Poehlman, to approve the purchase of the vehicle. Motion carried.**

**C. Other**

- a. Out-of-State Conference Request was reviewed for two WCI employees to attend a Wage and Hour Division seminar. The seminar is in St. Paul, MN. Celeste is asking for approval at a maximum cost of \$784. WCI was told by the Department of Labor they need to attend this training. They budgeted for this training in the 2015 budget. **Motion by Lehrer, second by Gabert, to approve the request as presented. Motion carried.**
- b. Director Price gave a WCI Contract update. We met with IQ Resource Group and DEN Services and made the decision to move a portion of the DEN contract, which was extra workers, to IQ Resource Group. IQ and DEN were both providing extra workers for WCI, so all extra workers will now be under IQ. Chuck and Shannon went to WCI and met with extra workers to inform them of the change and give them information that they could apply with IQ. Also met with extra workers at Creative Converting, giving them the same information. DEN remains under contract with about 30 employees working with job development and job coaching.

**Reports to the Board**

**A. Follow-Up to Previous Month's Meeting**

- a. Dona Gabert was appointed by County Board to the ADRC Advisory Committee.

- b. Meetings have been held with IQ Resource Group and DEN Services.
  - c. Due to the conference in Denver, we need to consider changing the October meeting date. The date was changed to October 14. Jan questioned us considering charging for our trainings. Chuck stated we have gotten trade offs, through grants, hotels, mileage, and pilot information. We aren't getting a direct check, but rather getting costs paid for. Our involvement may be leading toward a grant by the State. During interviews, people are starting to say they have heard good things about Waupaca County or have been at a conference and heard a presentation, saying we're a place they would like to work.
- B. Advisory Committee Meeting Minutes
- a. Transportation Coordinating Committee Meeting Minutes of May 21, 2015, were shared with the Board.
- C. Director's Report
- a. General Update and Discussion
    - i. Mobile Crisis Response update – We moved to Mobile Crisis Response on August 1. Chuck shared a notice he sent out to Law Enforcement, Sheriff's Department, and Police Chiefs. Law enforcement is supportive of this move. Staff is working among themselves on covering the mobile piece, based on where they live and where the crisis call comes from. We are hoping this move will reduce hospitalizations. We will continue to monitor and make changes as needed.
    - ii. Grief, Loss & Trauma Training will be September 21 at the Masonic Center in Manawa. Amelia Franck Meyer, Executive Director of ANU Family Services will be presenting. This is sponsored by Casey Family Programs. They are paying for lunch, rental, and cost of training. Complete the form and send to Lana if interested in attending.
    - iii. In the Public Health area, there was a report of Blastomycosis. Chuck shared a press release from the state. He has talked to most news channels about it. If anyone receives any calls from the media, have them call Chuck. The State Department of Public Health has been a great support to us. Staff has been fantastic in terms of response. We are also investigating a suspect outbreak of the Norovirus on Camp Onaway on an island in the Chain of Lakes. About 40 people came down with symptoms. Jed Wohlt has been involved with both.
    - iv. On July 14, Chuck and Shannon presented at Casey Family Programs. Talked to about 20 senior consultants from across the country.
    - v. Director of Office of Children's Mental Health called to offer the opportunity of a grant with the Robert Woods Johnson Foundation. This grant is for a data system, showing how our systems work together to show what we have been doing. The Foundation said the State's project would be too big, and they wanted a smaller agency. The state recommended Waupaca County. We agreed to be a pilot. We find out September 1 if we get the grant. There would be a dashboard on the internet that anyone could access at any point in time to see how we're doing. The grant would include a position to do all the work.
  - b. Alternate Care – The children in out-of-care numbers look good at this time.
  - c. Mental Health – Still monitoring placements. Jan questioned why we pay for people's hospital bills. We work on payment plans, ability to pay, help them apply for BadgerCare, bill insurance, etc.

**Motion by Lehrer, second by Kietzmann, to adjourn at 7:15 pm. Motion carried.**

Submitted by,

Lana Draeger  
Office Manager

Approved by,

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