

WCDHHS Board Meeting Minutes
March 2, 2016
Waupaca County Courthouse
811 Harding Street
Waupaca, WI 54981

Members Present: Jerry Murphy, Dona Gabert, Mary Kay Poehlman, Carl Kietzmann, Dave Neumann, Jan Lehrer, Dr. Steven Goedderz

Members Excused: Jody Muck, Don Aasen

Others Present: Chuck Price, Shannon Kelly, Lana Draeger, Barb Mueller, Sonda Koplien, Leah Klein, Kristina Ingrouille, Jed Wohlt, Celeste Leider, Jim Fassbender

The regular meeting of the Health and Human Services Board was called to order at 6:00 pm by Chair Jerry Murphy.

Public Comment: None

Motion by Lehrer, second by Neumann, to accept revised agenda. Motion carried.

Motion by Poehlman, second by Gabert, to approve minutes from February 3, 2016. Motion carried.

Director Price introduced Jed Wohlt as our new Public Health Officer. Jed has been the Environmental Health Supervisor almost 5 years, working in Winnebago County prior to coming to Waupaca. He named many counties that have an Environmental Health Specialist as Public Health Officer, with Portage County being the closest county to Waupaca. Motion by Neumann, second by Murphy, to recommend appointment of Jed Wohlt as Public Health Officer. Jan Lehrer asked about hiring an Environmental Health Supervisor versus a Public Health Nurse. Director Price stated we originally looked for a Public Health Nurse. We interviewed Nurses, Educators, and Environmental Health individuals. We will now look to restructure and have a Public Health Nurse Manager, as we had in the past when Gail Yest was Public Health Officer. Gail was not a Public Health Nurse. This structure will actually give us more Public Health Nurse time available than if we hired a Public Health Nurse as PHO. Jed reviewed some of the priorities he sees to begin working on as PHO. Jed has experience with communicable disease and on-call duties, most recently leading the Blastomycosis and Norovirus outbreaks last summer. Jed's qualifications have been reviewed by the State to be qualified as PHO. Statutes do not dictate that the PHO be a Nurse. Motion carried with Poehlman voting No and Lehrer abstaining.

Agenda Items

A. Personnel

- a. Ryan Rockey, Clintonville Nutrition Site Manager, resigned effective February 26, 2016. Leah Klein has been filling in during turnover.
- b. Employee Update was shared with the Board. Certificates of Recognition for Gene Ruppert and Debbie Meidl were shared with the Board. Interviews are scheduled for Nutrition Site Manager and ADRC Assistant, and we are in negotiations with a Child Development Specialist.
- c. WIC Position Resolution was shared with the Board. The request was approved at HR committee yesterday, contingent upon DHHS Board approval. The resolution is to eliminate a Grade 5 Assistant and create a Grade 8 Nutrition Educator to help with service delivery. This request will be budget neutral. This will also eliminate contracts. Motion by Lehrer, second by Kietzmann, to approve resolution and forward to HR/Finance Committee, then to County Board for approval. Motion carried.

B. Finance

- a. Income Statement was reviewed. At this point, the budget is on track for being two months into the year. We have not incurred any expenses that haven't been budgeted.
- b. Payment Registers for January and February were shared with the Board. From this point forward, the Payment Register will be run after the month is final and brought to the Board meeting. It will no longer be mailed or emailed. Motion by Lehrer, second by Poehlman, to approve bills. Motion carried.

Reports to the Board

- A. Comprehensive Community Services Coordinating Committee Meeting Minutes of January 22, 2016, were shared with the Board.
- B. Board Member Reports – Mary Kay asked about staff trainings for emergencies.
- C. WCI Updates – We are in the process of meeting with County Board Chair Koeppen. Celeste and Barb are covering Gene's duties. A meeting will be again held out at WCI next week to talk about staffing needs.
- D. Director's Report
 - a. Follow-Up to Previous Month's Meeting, General Update, and Discussion
 - i. Press Release to Waupaca County Board of Supervisors and Waupaca County Media was shared.
 - ii. Information about a TIC Webinar for March 8 was shared.
 - iii. Help for the Homeless Hygiene Drive flier was shared. A box has been placed at DHHS.
 - iv. Mission of Hope will be April 30 in Waupaca.
 - v. There is a heroin task force on March 9, 5-8 pm, in LL42 of the Courthouse. Three individuals from Waupaca County have been trained to be recovery coaches. They are community individuals, not employees. Chuck was on WDUX breakfast show last week.
 - vi. Chuck has been asked to sit on Attorney General's Task Force on Child Maltreatment.
 - vii. Within the last month, counties have been made aware of Chapter 980, sexually violent individuals, where our Department would be responsible for finding a place for individuals to live after being released. Chuck reviewed this with Diane Meulemans who hadn't seen it prior. We have received a case that we are supposed to find housing. This is another unfunded mandate.
 - b. Alternate Care Report – We were able to reunify our last child in January that was in a residential placement. There are no children in residential placements at this time. We are looking at a celebration for the hard work all staff have done to accomplish this.
 - c. Mental Health – Report is only for January, so we should have a better picture next month. Last week, we rolled out a quality improvement model in Behavioral Health with focus on crisis and mobile response to help reduce hospitalizations, what are our strengths, what are areas for improvement, etc.

Sunday is Chuck's 4th anniversary with Waupaca County.

Next meeting is April 6, 2016.

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

Submitted by,

Lana Draeger
Office Manager

Approved by,
