

WCDHHS Board Meeting Minutes
April 6, 2016
Waupaca County Courthouse
811 Harding Street
Waupaca, WI 54981

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

Members Excused: Don Aasen

Others Present: Chuck Price, Shannon Kelly, Lana Draeger, Jed Wohlt, Kasey Kaepernick, Jim Fassbender, Celeste Leider

Chair Jerry Murphy called the regular meeting of the Health and Human Services Board to order at 6:00 pm and gave the open meeting statement.

Public Comment: None

Motion by Lehrer, second by Gabert, to accept agenda. Motion carried without a negative vote.
Motion by Lehrer, second by Neumann, to approve minutes from March 2, 2016. Jan questioned if there could be explanations of some terms or acronyms. We will get acronyms list to Board members.
Motion carried without a negative vote.

Action Items

A. Personnel

- a. There were no resignations or retirements to report.
- b. Employee Update: We had two rounds of interviews for Nutrition Site Manager vacancy. We made an offer, but the person declined due to lack of hours and benefits. We are talking with the City of Clintonville on options for the position. ADRC Assistant interviews were held yesterday. Alison Fries has been hired as Child Development Specialist. Interviews were held yesterday for limited term employee for Transition Specialist at WCI, with a person accepting the offer. Interviews will be next week for WIC Nutrition Educator.
- c. Jed Wohlt, Health Officer, reviewed a resolution for reorganization of the Environmental Health Program within Public Health Services. Jed gave an overview of Environmental Health program responsibilities. Motion by Poehlman, second by Gabert, to approve reorganization and Resolution as presented. Resolution will be forwarded to County Finance and Human Resource Committee for approval, then to County Board for approval. HR decides the pay level of the position. Motion carried without a negative vote.

B. Finance

- a. Director Price reviewed the Income Statement. Going into the first quarter of the year, the overall budget is on track. The County's books will be closed soon for 2015. We are projecting the year to end about \$250,000 positive. We are looking to have some programs start up this year that will help with the budget. Chair Murphy recognized staff and managers for their work. Fiscal Manager Erica Becker and Deputy Director Shannon Kelly are meeting quarterly with all managers to monitor budgets and make any needed adjustments.
- b. Payment Register was shared with the Board. Motion by Lehrer, second by Poehlman, to approve bills. Motion carried without a negative vote
- c. Request from Chris Machamer to purchase storage cabinets was reviewed, recommending Coast to Coast. There is money available in the budget to cover the cost due to roll-over funding

from 2015. Mary Kay requested we go with a more quality product, not necessarily the least expensive. Motion by Poehlman to approve the purchase of storage cabinets not to exceed \$15,000, second by Gabert. Motion carried without a negative vote.

- d. Kasey Kaepernick reviewed an opportunity to apply for a Family Foundations Comprehensive Home Visiting Program Grant. This grant could help us serve about 16 more families. There is a 25% match required. Our budget has money to cover the cost. Motion by Lehrer, second by Gabert, to give approval to apply for the grant. Motion carried without a negative vote.

Reports to the Board

- A. The following Advisory Committee Meeting Minutes were shared with the Board:
 - a. Transportation Coordinating Committee Meeting Minutes of January 14, 2016. We will follow up on the timeliness of the minutes.
 - b. Comprehensive Community Services Coordinating Committee Meeting Minutes of February 26, 2016.
 - c. Nutrition Advisory Council Meeting Minutes of March 3, 2016.
- B. Board Member Reports – Jan asked if all committees could send documents with agendas for all information in which the Board will be asked to vote on. Jody shared information on the Little Red Wagon project. It's a true story of a young man that started collecting things for families when he was young. He goes all over the world advocating for homeless kids. He will be at the event, which will be Friday and Saturday, April 22 and 23.
- C. WCI Updates/Reports – For the first quarter of 2016, WCI is about \$116,000 in the red. We lost some state funding due to the state moving funding for mental health adults to children.
- D. Director's Report
 - a. Follow Up to previous meeting.
 - Chuck talked about the heroin task force held recently. Over 120 people attended, with about 1/3 of the people being recovering addicts or family members.
 - March is Social Worker month. Eloise Anderson started the Caring Kids Award. Sue Mueller, Children Protective Services Initial Assessment Social Worker, was selected for the award this year. It is Waupaca County's second year in a row with a Social Worker receiving this award. Stephanie Suchowski won the award last year. Luther Olsen shared the information in his newsletter. Jan asked to share with Sue the Board is proud of her.
 - Monday is our staff luncheon celebration, in recognition of the work staff has completed.
 - We received official notice today that our CCS (Comprehensive Community Services) program has been certified. Sherrie Nichols and Jessie Jenson should be recognized for the work they have done to get this program going.
 - We provided a webinar through Rutgers on March 8 to the National Child Welfare Workforce Institute. We received great feedback. Chuck and Shannon will be talking with a group from Colorado on Monday.
 - Trauma Informed Care and the Courts training will be April 28 for our Court System and Attorneys serving Waupaca County.
 - Mission of Hope Waupaca will be April 30; and May 7 in Clintonville.
 - Chuck has been asked by First Lady Walker to be part of the Fostering Futures Steering Committee.
 - We are in process of painting hallways and conference rooms with support of the Property Committee.
 - b. Children's Out of Home Care report was shared. The report will be revised to be more of a point-in-time report.
 - c. Mental Health report was shared with the Board.

Motion by Lehrer, second by Gabert, to adjourn at 7:30 pm. Motion carried without a negative vote.

Next meeting is May 4, 2016.

Submitted by,

Lana Draeger
Office Manager

Approved by,
