

WCDHHS Board Meeting Minutes
December 7, 2016
Waupaca County Courthouse
811 Harding Street
Waupaca, WI 54981

Members Present: Pat Craig, Michael Whitman, Dona Gabert, Dave Neumann, Jerry Murphy, Jody Muck, Jan Lehrer, Carl Kietzmann, Dr. Steven Goedderz
Others Present: Chuck Price, Shannon Kelly, Lana Draeger, Jed Wohlt, Kristina Ingrouille, Mary Ellie, Bev Hall, Leah Klein, Terry Harrington, Chris Machamer

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

Motion by Craig, second by Muck, to accept agenda. Motion carried without a negative vote.
Motion by Neumann, second by Whitman, to approve minutes from November 2, 2016. Motion carried without a negative vote.

Public Comment: None

Public Health Services Report – Jed Wohlt, Health Officer, gave program updates in Public Health. We had two mass vaccination clinics at Marion Elementary School, led by Public Health Nurse Mary Ellie and Preparedness Specialist Terry Harrington. Marion School students were phenomenal in assisting with the clinic. Clinic partners were School District of Marion, UW-Oshkosh, Northeast Technical College, and Clintonville EMS. Jed was very pleased with the turnout and partnership. We are hoping to do the clinic again next year. This clinic also helped with training in the event we would need to do a mass vaccination due to an outbreak of a virus.

Kristina Ingrouille, Manager of the Women, Infants, Children (WIC) Program gave an overview of the program of service provided. The WIC brochure was shared with the Board. We currently have 657 people enrolled in the WIC program. Nutrition is the biggest focus of the program. The program outreaches to Clintonville and New London, as well as the Courthouse. They are looking to outreach in the Iola area. Changing a support staff position to a Nutrition Educator has allowed them to serve more families.

Bev Hall, Nutrition Educator with WIC and Fit Families programs, gave an overview of Fit Families. We have been doing Fit Families for about 10 years. It's a behavior change for children age 2-4 years old to prevent and reduce childhood obesity. We partner with UW-Madison. A participant survey is also conducted. Bev oversees five other counties as a mentor. Bev was chosen by the WI Regional Nutritionist to attend the regional conference in St. Louis in May and may have an opportunity to present as part of a panel at the conference. Bev would be 1 of 2 representatives from Wisconsin. Motion by Lehrer, second by Gabert, to approve the out-of-state conference for Bev Hall. Michael Whitman requested a report back to the Board after the conference. Many times they meet with family members, moms, dads, and grandparents. Director Price recognized Bev for this opportunity. Motion carried without a negative vote.

Nutrition Advisory Committee Meeting Minutes of November 17, 2016, were shared with the Board. Leah Klein reviewed the Waupaca County Elderly Nutrition Program 2016 Participant Satisfaction Survey

Results. The survey is required to be done every year. All counties are required to participate. We have historically had positive reviews on the taste and quality of food, as well as the Nutrition Site Managers. The survey was also sent to our Caterers. The information is sent to the State to review for any program changes. We will use data to help target any additional services needed.

I. Personnel

- a. Employee Updates/Resignations/Retirements/Recruitments were reviewed by Shannon. We are continuing recruitment for Social Workers. We had 2nd interviews for Social Worker, LTE, and Economic Support Manager. 2017 growth positions have all been advertised, with closings on January 8.
 1. Chris Machamer is retiring January 3. Chuck and the Board recognized Chris for her service to Waupaca County, and presented her with a certificate of appreciation.
- b. Chuck reviewed a request for a Parent Aid LTE. We are currently recruiting for a parent aid growth position approved with the 2017 budget. This position is an LTE to provide supportive services to particular families. We currently contract for these services and it is difficult to have communications and continuity to families with contracted staff. We want to have an in-house employee to be part of the team. We will be able to bill for the services through children's waiver services. Motion by Craig, second by Lehrer, to approve the LTE. There will be a job description created for recruitment. Motion carried without a negative vote.
- c. Wage and Compensation Discussion – Chuck and Jerry had a discussion recently about recruiting. Chuck wanted to start a discussion to look at the next budget for compensation and wages. We're finding wages in Waupaca County are significantly lower than surrounding counties of Portage and Marathon, especially for Social Workers. Chuck doesn't want to look at comparables; he wants Waupaca County to be a leader and destination point for good staff. Pat Craig would like this item put on next month's agenda. She feels a recommendation from Health and Human Services could help make changes.

Chair Murphy requested a 5-minute recess at 6:45 pm. Meeting reconvened at 6:50 pm.

II. Finance

- a. Income Statement was reviewed. This report is through October. The budget looks fairly good at this time. Shannon only had two small areas that she wants to review with Managers. Healthy Beginnings Program exceeded revenues by \$16,000 so far in 2016, and also exceeding their trending average of yearly revenues and accurate documentation. Erica acknowledged them with "Bacon for Billing". She cooked bacon to look like roses and put them in vases, to have bacon for billing for breakfast. Jerry stated we are fortunate to have Erica and Shannon to keep involved in the budget.
- b. Payment Register was reviewed. Motion by Lehrer, second by Gabert, to approve bills. Motion approved without a negative vote.

III. Reports to the Board

- a. Advisory Committee Reports
 1. Transportation Coordinating Committee Meeting Minutes of September 8 and November 10 were shared with the Board. Jan questioned statement that Nick Musson gave a recommendation from a study. The recommendation was a regionalized mobility manager for a number of surrounding counties. Jan would like to see the recommendations or an overview.
 2. Comprehensive Community Services Meeting Minutes of October 21 were shared with the Board.
 3. Coordinated Services Team Meeting Minutes of October 21 were shared with the Board.

4. B-3 EIP/C-COP Meeting Minutes of November 22 were shared with the Board. C-COP is the program that replaced the Family Support Program. Motion by Craig, second by Lehrer, to approve 2017 Plan. Motion carried without a negative vote.
 - b. Board Member Reports of Meetings Attended. Jan attended the Heroin task force meeting on November 16. There was a group discussion of where to go in the future. They will continue to meet every 4 months. They are recommending additional training and education. Jan attended the WCHSA meeting on Friday and came away with positive information from Amelia in regard to staff turnover and burnout. Pat attended two meetings. November is remembrance month. She attended the caregiver conference and the speaker was excellent and very inspiring. She ended up on the Waupaca County Caregiver Coalition facebook page. Pat also went to the WCHSA conference and was not impressed with one speaker. She was very impressed with Amelia. Jerry agreed with Pat.
 - c. Waupaca County Industries (WCI) Updates/Reports – we are continuing to review WCI, contracts, and programs. Shannon and Lana had a phone call with IQ. They are having struggles recruiting extra workers for WCI.
- IV. Director's Report
- a. Follow-Up to Previous Month's Meeting, General Department Updates
 1. Chuck referenced the Wisconsin Counties Magazine that highlighted child welfare. There has been a lot of impact at the Governor's Office. Wisconsin Eye will be doing an article. Chuck will get the internet link to citizen board members to see the articles. County Board members get the magazine.
 2. Chuck was at a conference today to support workforce development. Chuck was on a panel and he spoke about our experience with adverse childhood experiences and secondary traumatic stress.
 - b. Alternate Care Report was reviewed. We continue to see good movement and outcomes with children's alternate care. There is an 8% increase in the number of out of home care in the country. Waupaca County has a 17% decrease. We need to continue to support our staff for these efforts.
 - c. Mental Health Report was reviewed. We are continuing to see good trends with behavioral health. Staff are doing good work to keep people out of hospitals and better utilization of Gateway Stabilization Home. Gateway House needs some upgrades.
- V. There will be an open house for Chris Machamer on January 3 from 11:00 am – 1:00 pm in lower level of the Courthouse. Lana will send out a notice to the Board. Motion by Lehrer, second by Muck, to adjourn at 7:40 pm. Motion carried without a negative vote. Next meeting is January 4, 2017.

Submitted by,

Lana Draeger
Office Manager

Approved by,
