

WCDHHS Board Meeting Minutes
January 3, 2018
Waupaca County Courthouse
Room 1068
Waupaca, WI 54981

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

The 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 Johnson, to accept agenda. Motion carried without a negative vote.
Motion by Lehrer, second by Muck, to approve minutes from December 6, 2017, with a few grammatical corrections. Motion carried without a negative vote.

Public Comment: None

I. Personnel

- a. Deputy Director Shannon Kelly gave the employee update. Retirement letters from Sandy Gallow and Terry Harrington were shared with the Board, along with certificates of appreciation presented to them. Motion by Lehrer, second by Gabert, to accept both retirements. Motion carried without a negative vote. Patti Peters was hired December 11 as the Clintonville Nutrition Site Manager. Open recruitments are advertised for Initial Assessment Social Worker due to Cristin Bauch moving into the Family & Community Services Manager position. We hired a Crisis Worker yesterday. We are interviewing for another vacancy next week. Kim Jerabek, current Crisis Worker, will be moving into the Behavioral Health Therapist position, replacing Sandy Gallow. We are hoping to make an Account Clerk offer by the end of this week. We will be starting to plan for interviewing for the growth positions.

II. Finance

- a. Income Statement was reviewed. This report is through November. Overall, the budget is on track to where we want to be at this time of year. Chuck doesn't have any concerns over the budget. We won't know the final until a few months into 2018. As of yesterday, our budget was about \$500,000 to the good. We aren't expecting many large payments left for 2017, other than salaries and out-of-home costs. Next month's report should be very close to actual.
- b. Payment Register was shared with the Board. Motion by Lehrer, second by Craig, to approve bills. Motion carried without a negative vote.
- c. Buick – We have two vehicles – a Charger and a Buick. We had a recent situation with the Buick needing repairs. Memo to Chuck and Shannon was shared with the Board. Dave Neumann questioned using vehicles throughout the County, no matter which Department it belongs to. We are going to continue to evaluate the vehicle, decide whether to repair it, and look at future needs.

III. Reports to the Board

- a. Board Member Reports of Meetings Attended – Pat started reading the book she got from the WCHSA Conference – “Eat, Move, Sleep”. Jan has been campaigning for County Board.
- b. Waupaca County Industries (WCI) Updates/Reports – Nancy Leipzig of Community Care was at the last County Board meeting to explain efforts they were doing in the transition of the WCI

members. Community Care is responsible for the safety and care of the members. She would be willing to come back in the future to give updates. December 28 was the final day at WCI for the members and most staff. Celeste Leider and Jack Gunderson are staying on to finalize closing of the building. Sheri Fuhrman is working on final billing, and Sandy Bertram is working on final invoicing and working with contracted agencies. Last Thursday at noon, WCI shut down production and had a pizza party. Members were presented with diplomas. A person connected with Sturm's donated paintings to give to all members. Staff were presented with certificates for years of service. Items at WCI are being brought to DHHS for use. Other Departments will be offered available items. Anything not taken by anyone in the County will be sold or auctioned off. Shannon has had 5 companies interested in equipment. Shannon is working with Renae in Finance Department and need to use the surplus web site. The building is being evaluated to see if other Departments could use the building. Sheriff's Department might be interested. We retired three 5310 school buses. We have four more buses, a pick-up truck, and a few other vehicles. We are working with DOT on two RAM pick-up trucks.

IV. Director's Report

- a. Follow Up to Previous Month's Meeting, General Department Updates
 - i. The public health 140 review has been rescheduled to Monday, January 8, in lower level of the Courthouse.
 - ii. WCHSA has hired a new Director, Katie Herrem and she started yesterday. That should help relieve some of Chuck's duties with WCHSA.
 - iii. Last time Amelia was here, she spoke about 10 of 10 for Children and the Summit. Last month, Alia put out an application to apply to be a part of the UnSystem Innovation Cohort. We will be applying, and with the work we have been doing, we have a good chance to be part of that. Chuck has a phone conference set up with DHS Secretary Eloise Anderson to talk about this on Friday. This would involve monthly meetings in Minneapolis. Innovators around the country would work with teams. Applications are due by the end of January, with decisions made in February, starting in March. Chuck will keep the Board updated. There will be 10 planning sessions with anticipated implementation in January of 2019.
 - iv. Per policy, if a Department Head is looking for outside employment, they must ask for permission from the Board. Chuck is looking to do consulting, coaching, and/or teaching on leadership and organizational culture. He will be talking with the Legislative, Judicial, Ethics, Safety and Security Committee about this possibility.
 - v. Common Ground, a company helping providers enroll in the Marketplace, didn't get paperwork done timely, and many people lost providers within Waupaca County. Waupaca County DHHS didn't have anything to do with this error.
- b. Alternate Care Report – Numbers continue similar to last month. We have one youth in AODA hospital treatment.
- c. Mental Health Report – Overall the program is doing quite well in curbing expenses. Gateway census was around 49% occupancy in 2017.

- V. Motion by Lehrer, second by Gabert, to adjourn at 6:32 pm. Motion carried without a negative vote.

Lana Draeger
Office Manager

Approved by,
