

WCDHHS Board Meeting Minutes
January 2, 2019
Waupaca County Courthouse
Room 1068
Waupaca, WI 54981

Members Present: Dave Johnson, Pat Craig, Jan Lehrer, Sue Golding, Jody Muck, Judi Olson, Dr. Steven Goedderz

Members Excused: Jerry Murphy, Dave Neumann

Staff Present: Chuck Price, Shannon Kelly, Lana Draeger, Kristina Ingrouille, Jed Wohlt, Sarah Delfosse

The meeting of the Health and Human Services Board was called to order at 5:00 pm by Secretary Pat Craig.

Motion by Lehrer, second by Johnson, to accept agenda. Motion carried.

Motion by Muck, second by Johnson, to approve minutes from December 5, 2018. Jan Lehrer abstained due to leaving the meeting early. Motion carried.

Public Comment: None

The Board welcomed Sue Golding, new County Board Supervisor, to the Board. Sue was appointed at the last County Board meeting, replacing Lee Muck.

Program Presentation: Kristina Ingrouille, WIC Director, along with Sarah Delfosse, WIC Educator and Breastfeeding Coordinator, provided a PowerPoint presentation on the WIC Program, staff, guidelines to qualify for WIC, and an overview of screening and outcomes for the program. Kristina applied for a scholarship to be a part of the National WIC Leadership Conference in Washington, DC. There will be 2 days of training by National WIC staff. The \$1,000 scholarship should cover the cost of the conference and travel. DHHS would pay her salary. Jan asked Kristina to bring back information to the Board after the conference. Motion by, Goedderz, second by Olson, to approve the conference request. Motion carried.

1. Personnel

- a. Deputy Director Kelly gave the employee update. Motion by Johnson, second by Lehrer, to accept the resignation of Cassandra Schmitz. Motion carried. We continue to advertise and interview for the New London Nutrition Site Manager, and for vacancies of ADRC Information and Assistance, Volunteer Coordinator, and CPS Social Worker. Economic Support will have one full-time and one part-time position vacant. We will advertise soon for the Environmental Health vacancy. We promoted Jan McDonough into the new Behavioral Health Manager position over CCS and CSP. We are looking at a current split ADRC/Adult Protective Services Social Worker vacancy on how we can best refill the position. Pat suggested looking at staffing at the Manawa and New London Nutrition Sites. Shannon has a meeting with Leah and Melissa tomorrow to talk about the nutrition site staffing.
- b. Out-of-State Conference Request by Leah Klein was reviewed. Motion by Lehrer, second by Golding, to approve the request as presented. Motion carried. Dr. Goedderz requested process for personal development of staff. There is professional development budgeted for staff.

2. Finance
 - a. Director Price reviewed the Income Statement through November. We still have reimbursements planned. We will continue to keep the Board updated on the budget.
 - b. Payment Register was shared with the Board. Jan asked for clarification on payments to Walking and Wheeling. These are payments through special funded programs for Children's Waivers and C-COP that pay for specialized equipment for children. These funds needed to be used by December 31. Motion by Lehrer, second by Golding, to approve bills. Motion carried.
3. Reports to the Board
 - a. Advisory Committee Reports
 - i. B-3/C-COP Minutes of December 6 were shared with the Board.
 - ii. Nutrition Advisory Council meeting minutes of December 6 were shared with the Board. Motion by Lehrer, second by Muck, to recommend the appointment of DeAnn Miller to the Council. Motion carried.
 - b. Board Members – Jan attended a seminar on mental health for first aid responders. She found it very rewarding. She was awarded a certificate for her participation.
 - c. WCI – Shannon spoke with Al Kraeger about the Sheriff's Department taking over WCI and associated bills. They are currently using it for an evidence area.
4. Director's Report
 - a. Chuck and Shannon attended an UnSystem Innovation Cohort meeting in December. They are talking about prevention at all levels of services.
 - b. Chuck and Shannon, along with representatives from Eau Claire County, presented at the Department of Children and Families Secretary's Council on Child Welfare to talk about their work with Amelia and how to work with the new administration coming in at the state to rethink/reimagine child welfare service delivery.
 - c. Our next Community Café will be January 23 with community partners.
 - d. Chuck shared his Director's Report. Chuck met with Manawa Community Leaders. He shared a letter with the Board that he gave to the leaders. There was an article in the County Post regarding that meeting. We are working on a quality assurance process to avoid this in the future.
 - e. Alternate Care report was not available due to timeline to run the report.
 - f. Mental Health report is over budget. We are continually monitoring this budget with the Behavioral Health team and our stakeholders.
5. Motion by Lehrer, second by Muck, to adjourn at 7:00 pm. Motion carried. Next meeting is February 6.

Submitted by,

Lana Draeger
Administrative Services Manager

Approved by,
