

WCDHHS Board Meeting Minutes  
February 6, 2019  
Waupaca County Courthouse  
Room 1068  
Waupaca, WI 54981

Members Present: Dave Johnson, Pat Craig, Jan Lehrer, Sue Golding, Dave Neumann, Jody Muck, Jerry Murphy, Dr. Steven Goedderz  
Members Excused: Judi Olson  
Staff Present: Chuck Price, Shannon Kelly, Lana Draeger, Leah Klein, Jed Wohlt, Melissa Anderson  
Guest: Vikas Narula of Keyhubs

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

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

Motion by Lehrer, second by Golding, to approve minutes from January 2, 2019, with two recommended corrections. Motion carried.

Public Comment: None

Program Presentation: Leah Klein, Transportation Program – Leah reviewed a snapshot of the 2018 Volunteer Driver Transportation Program. Drivers put on over 548,000 miles by 42 drivers. They use their own vehicles, and we reimburse mileage. Drivers were reimbursed \$298,679.72. Jan questioned whether we considered using a local taxi company. This program is for people that don't have Medical Assistance for medical appointments.

Vikas Narula of KeyHubs also joined us for a presentation on the Transportation Program. He works with organizations in their culture and how people are connected. Looking at the mapping, Waupaca County could potentially save thousands of dollars. Vikas shared the possibility of an app for smartphones for people to request rides. We received approval from the Department of Transportation to utilize \$25,000 of 85.21 trust fund dollars for this proposal. We see this as a savings in the 85.21 transportation program, as well as better efficiencies for our employees. Motion by Jody Muck to utilize the \$25,000 of 85.21 trust fund dollars to proceed with Phase II, second by Dave Neumann. Vikas has a team to develop the program and he will be the project manager. It is felt this would free up some of Janna's time. There are designated back-up staff for the program. Motion carried.

#### 1. Personnel

- a. Director Price gave employee updates. Sarah Wolf, PHN Manager resigned. Jane Voelker, Economic Support Specialist is retiring March 1. Motion by Johnson, second by Lehrer, to approve resignation of Sarah and retirement of Jane. Motion carried. We have successful hires of Beth Wells, as New London Site Manager, Shirley Orr as ADRC I&A Specialist, and Denise Roman, as a Volunteer Coordinator. We are having strong applicant pools. We had interviews today for CCS Facilitators and on Monday for Environmental Health Specialist. We have a 2<sup>nd</sup> interview scheduled for a potential CPS Social Worker.
- b. Out-of-State Travel Request for Chuck Price and Shannon Kelly was reviewed. They have an opportunity to go to Washington, DC, for a National Conference on Child Abuse and Neglect. Cost to the County is their salaries. Any other costs are covered by the innovation grant. Pat

asked why both Chuck and Shannon need to go. There are break-out sessions they could each attend. Chuck also stated the Management team could support anything that comes up. Jan asked if there can be a better break-down of costs of trainings in the future. Motion by Lehrer, second by Muck, to approve the request as presented. Dr. Goedderz asked if there was an opportunity to send additional staff from Children and Families, if even a virtual opportunity. Motion carried.

- c. Jed reviewed Out-of-State Travel Requests for Kari Gay and Rhonda Christians. This is for a national conference for each of the Public Health Nurses, one in Anaheim, California, and one in Washington, DC. Cost will be covered under a grant. We are sending one staff to each due to the need for staff coverage at the office. Motion by Craig, second by Lehrer, to approve both requests. Motion carried.

## 2. Finance

- a. Income Statement Overview through December was reviewed. We are anticipating 2018 to end in the red. There are still revenues expected to come in. Nutrition, Transportation, Family Planning, and Children & Families Out-of-Home Care all went over budget in 2018.
- b. Payment Register was shared with the Board. Jan questioned a payment to Music with Tracy. UPDATE: This is for piano lessons for a child in the CST Program. Jan questioned why we have so much counseling costs when we have so many Social Workers. There is a difference between a Social Worker and a Therapist. Social Workers do not provide therapy. Most of these are for CLTS and CCS Programs, and we receive full reimbursement for these services. Motion by Craig, second by Neumann, to approve bills. Motion carried.
- c. 2019 Proposed Family Planning Rates were shared with the Board. Motion by Johnson, second by Lehrer, to approve rates. Motion carried.

## 3. Reports to the Board

- a. Committee on Aging Meeting Minutes were reviewed. COA met last week and discussed the Nutrition Program. Leah requested to move forward with COA recommendations: 1) Melissa Anderson, Shannon Kelly, and Leah Klein approval to explore separation of Home Delivered Meal Program and the Congregate Dining Program; and 2) Leah Klein approval to explore catering options for Iola and Manawa locations. Proposal is to have separate operating procedures and caterer(s) that would provide for the stability of the Home Delivered Meal program. We want to maintain the face-to-face contact with a warm meal for home delivered participants. Motion by Craig, second by Lehrer, to investigate the possibility of separation of Home Delivered Meal operation and Congregate Dining operation countywide. Motion carried. Motion by Craig, second by Lehrer, to allow Leah to immediately explore the catering options for the Iola and Manawa locations. Motion carried.
- b. Board Member Reports of Meetings Attended – Jody went to a meeting at New London High School, Sources of Strength. It was a program to help kids feel connected, with a theme of suicide prevention. Jan signed up for opioids conference. She is also attending a mental health training February 26. Sherrie Nichols will be a presenter at that training. Pat attended the ADRC Regional meeting. She also talked with people about the recent meeting Chuck had with the Manawa Fire Department. Jerry attended the Legislative Exchange meeting. It was about working together; don't bring poison topics forward up front; changes on shoreline zoning; and sales tax. Sue signed up for the opioid topic and the Library presentation.
- c. Waupaca County Industries Updates – Law enforcement is taking over the building. We will remove this topic from future agendas.

## 4. Director's Report

- a. Follow Up to Previous Month's Meeting

- i. A protocol has been set up following the Manawa incident. Chuck and Shannon met with law enforcement and others to talk about the protocol. We can have a Youth Justice presentation for the March Board meeting. Chuck will be meeting with the Manawa Fire Board on February 19 as a follow-up and relationship building.
  - ii. January 16 was a great day with our Department, law enforcement, and other community members being educated on drug endangered child protocol signing, as well as sexual assault response awareness.
  - iii. We continue working with Alia on emotional well-being for our staff.
  - iv. We had a community café a few weeks ago with about 30 community partners. Once we get the report back from Corey Best, it will be shared with the Board.
  - v. Shannon and Chuck met with Judge Nielsen this week to talk about different approaches to youth justice and restorative justice.
  - vi. Letter from Eloise Anderson, Secretary for Wisconsin Department of Children and Families, to Chuck Price was shared with the Board.
  - b. Alternate Care Report was reviewed. There were 55 children in out-of-home care in 2018. Some of those children had more than one placement.
  - c. Mental Health Contracts Report was reviewed. This budget went over expenses and is an area we will continue to monitor and work on.
5. Motion by Craig, second by Lehrer, to adjourn at 7:54 pm. Motion carried. Next meeting is March 6, 2019.

Submitted by,

Lana Draeger  
Administrative Services Manager

Approved by,

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