

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

Members Present: Lee Muck, Dave Johnson, Dave Neumann, Pat Craig, Judi Olson, Jan Lehrer, Jerry Murphy, Jody Much, Dr. Steven Goedderz  
Staff Present: Chuck Price, Shannon Kelly, Lana Draeger, Nicole Lauritzen  
Others Present: Judy Hein, Ken Groholski, Ahnna Groholski, Geraldine Prellwitz, Lowell Prellwitz, Deb Sarna.

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

Motion by Lehrer, second by Johnson, to accept agenda. Motion carried.  
Motion by Neumann, second by Muck, to approve minutes from September 5, 2018, and September 18, 2018. Motion carried.

Public Comment: Judy Hein from Manawa passed out the minutes of the Town Hall meeting held on September 18, concerning the Nutrition Site and the lack of a permanent Site Manager. She stated they have six people interested in the position that are willing to apply when the position becomes open.

Lowell Prellwitz from Manawa is concerned what happens if the funding does not go through and if there is a long-term plan for Manawa.

Chair Murphy thanked all community members for addressing the Board and attending the meeting. The Board is unable to respond to comments received during Public Comment, and will take comments under advisement.

Welcome, Judi Olson! Jerry thanked Judi for joining the Board. Judi gave us a review of her history.

Program Presentation – We're going to start having monthly program services give education to the Board of our various programs. We are hoping to start next month.

#### 1. Personnel

- a. Employee Updates – we are recruiting to replace Season Westphal; we have interviews scheduled later in the month for various positions, as well as second interviews for positions. Jeff Green has been hired as LTE to cover the Manawa Nutrition Site. Jan questioned why we have had turnover and if it's because of pay. Chuck stated pay may be a part of it, but the County has been looking at various positions. We are in competition with surrounding counties. Some turnover is due to retirements. Some new hires are for the new growth positions. Chuck stated if we notice turnover is due to pay, we will have ongoing conversations with HR. Shannon has talked with HR and they are also watching turnover rates.
- b. Nicole Lauritzen reviewed an Out of State Conference Request for Kris Olsen. Jerry asked about the cost of the training. Nicole had reached out to the Conference for justification of the cost. Since it's a National Conference, this is a standard cost. This National conference will be a great

advantage to the program. The program has the funds in the budget to cover the cost of the conference. Motion by Lehrer, second by Johnson, to approve the request. Motion carried.

## 2. Finance

- a. Budget Update – The last proposal brought to the Board went to the HR Committee for approval. It will go back to Finance for approval, then to County Board. Areas of concern for 2019 are the same as for 2018 that we continue to keep an eye on, which are Behavioral Health, Nutrition, and Transportation. We are still waiting for a big payment from the State, which will come in December and will help balance the budget. Pat asked when the tax levy will be applied to the budget. As of September 21, that has not yet been applied. Pat questioned if transportation costs will be increased to cover the budget. Jerry stated there are different opinions, one to increase rates to cover the budget, the other to keep the rate down so that it is affordable to people that need transportation. We will be keeping transportation on the Board agenda.
- b. Income Statement Overview – We continue to watch some budgets closely.
- c. Payment Register was shared with the Board. Jan questioned Waupaca County Treasurer, which is for insurance; Energy Services, which is the energy program; Innovative Services, which staffs Gateway House and provides client services; and Corporate Network Systems is for computers. Pat questioned Chain Bar & Grill, which catered food for recent trainings. Motion by Lehrer, second by Muck, to approve bills. Motion carried.
- d. Approval to Write for Child Abuse & Neglect Prevention Grant – Shannon was approached by a newer employee, who wants to take the lead to write for a grant for her graduate program that will help reach out to families and be proactive to families before they are referred in for services. The grant would fund one FTE for the program, between \$60,000-\$250,000. There are only six grants being approved in the State. Motion by Craig, second by Lehrer, to approve the grant. Jerry asked what would happen if the grant ends. It is hoped the grant would justify the position to continue. Motion carried.

## 3. Reports to the Board

- a. Advisory Committee Reports
  - i. Transportation Committee Meeting Minutes of July 12, 2018, were reviewed.
  - ii. CCS Meeting Minutes of August 24, 2018, were reviewed.
  - iii. CST Meeting Minutes of August 24, 2018, were reviewed
  - iv. Birth-3/C-COP Meeting Minutes of September 18 were reviewed. Motion by Lehrer, second by Neumann, to approve the C-COP Plan Update. Pat requested the minutes be changed to reflect Dr. Goedderz as Health and Human Services Board member, not County Board Member. Motion carried.
- b. WALHDAB Board Member – Item was withdrawn.
- c. Board Member Reports of Meetings Attended – Jan thanked County Board for allowing her to participate in a meeting in LaCrosse. She went to the Future of Long-Term Care, Future of Juvenile Corrections, Human Trafficking, Generational, and Women in Politics. Dave read an article in Wisconsin Counties magazine on women in politics. Pat commented we need to have younger people on County Board. Pat is on the ADRC committee and they talked about transportation. She found the Community Café meetings very interesting. She attended the Volunteer Picnic, and attended the Manawa Town Hall meeting. Dave commented on a lack of attendance at meetings. Suggestion is to mentor people for future roles in committees. Many positive comments were brought from Board members that participated in the Community Cafés. Jan felt it was more geared to youth. Jerry saw a lot of enthusiasm by employees at the cafés. Next steps for the Community Cafés will be to hold a similar presentation for families in November, and then one for community stakeholders either later in the year or early next year.

- d. Waupaca County Industries Updates – there is conversation around the Sheriff’s Department possibly using WCI. They are looking at costs to retrofit the building to needs. No report is available yet. There is another meeting possibly this month to talk more about using it for evidence.
  - e. Transportation Program Updates – We will continue this as a running item on the budget. This program’s budget is already at 92% for this year. We continue to brainstorm on ideas for the program, working with others to look at other transportation platforms. We are working to get an assessment of needs and non-traditional ideas for community transportation. Shannon stated we have applied for a grant for Transportation.
  - f. Nutrition Program Updates – There will be a joint meeting November 15 with the Nutrition Committee and Committee on Aging. The DHHS Board members were invited. Conversation was held with Schueller’s to reduce the cost. Conversation also held with Manawa Schools for their interest in catering to Manawa and possibly be a location. Leah has talked with the Catholic Church in Manawa, and has held discussions with Little Wolf Town Hall. Dr. Goedderz asked if there is a plan to refill the position at Manawa.
4. Director’s Report
- a. Follow up to Previous Month’s Meeting – Director Price reviewed his Director’s report.
  - b. Alternate Care Reports for August and September were reviewed. We are working with a consultant for our kids in RCC’s.
  - c. Mental Health Report was shared.
5. Motion by Much, second by Lehrer, to adjourn at 6:33 pm. Motion carried.

Submitted by,

Lana Draeger  
Office Manager

Approved by,

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