

WCDHHS Board Meeting Minutes  
June 6, 2018  
Waupaca County Courthouse  
Room 1068  
Waupaca, WI 54981

Members Present: Pat Craig, Dave Neumann, Jerry Murphy, Dave Johnson, Jan Lehrer, Jody Muck, Dr. Steven Goedderz

Members Excused: Lee Much

Others Present: Chuck Price, Shannon Kelly, Lana Draeger, Jed Wohlt, Sarah Wolf, Erica Becker

The meeting of the Health and Human Services Board was called to order at 5:03 pm by Chair Jerry Murphy.

Chair Murphy called the Public Hearing of the Health and Human Services Department to order at 5:04 pm. No one was present for the Public Hearing. Motion by Lehrer, second by Muck, to close the Public Hearing. Motion carried without a negative vote.

Motion by Muck, second by Lehrer, to accept amended agenda. Motion carried without a negative vote.

Motion by Lehrer, second by Muck, to approve minutes from May 2, 2018, with two corrections.  
Motion carried without a negative vote.

Presentation: Opioid Harm Prevention Grant – Sarah Wolf, Public Health Nurse Supervisor, and Jed Wohlt, Public Health Officer. Sarah has been with Waupaca County 11 months. She reviewed a grant Public Health received. On April 17, we submitted an application for an Opioid Harm Prevention Grant. We based our grant off the CDC prescription awareness materials. On April 27, we were notified we will receive about \$13,000 in funding. A billboard has been put up on Hwy 10 East. There will be posters also put up throughout the communities. There will be radio PSA's on WDUX and WJMQ. Rosa Theater will also play a PSA before each movie this summer. Rise Together will be at the Masonic Center in Manawa on August 14 from 5:30-7:00 pm. Sarah shared information on numbers in Waupaca County. 9 in 10 drug court participants started their drug habit by misusing prescription medications. The grant also funded outreach materials. The cost is about \$3,000 for three months for the billboard. The posters were about \$700 each. Jan asked if there would be posters available for events, such as the Iola Car Show. Chair Murphy thanked Sarah for her work on the grant and materials. This will also be shared at the next County Board meeting.

1. Personnel
  - a. We received resignations from Brian Fischer and April Sonnentag, as well as a retirement from Colleen Mink. Motion by Craig, second by Johnson, to accept the retirement of Colleen Mink. Motion carried without a negative vote. Erin Eller moved into the full-time position vacated by Brian. Gabby Van Gompel was hired as Initial Assessment Social Worker. We are continuing our search for Ongoing Social Worker, with interviews next week. We are recruiting for Colleen's and April's positions, as well as a Community Support Nurse. We are posting for Mentor. We are in negotiations with a Behavioral Health Crisis Worker. We have been assessing two vacant positions – a Trauma Informed Care Coordinator and Volunteer Coordinator. We are merging those two positions together for the agency, with title of Community Cultivator.

- b. Deputy Director Kelly reviewed a CLTS Social Work Position Request and Resolution. The Children's Long Term Support Waiver Program provides services to families who have a child that has a special health care need. We receive funding from the State and Federal Governments for the program. We also bill for services. Each County has historically maintained a waitlist for children determined eligible, but waiting for services. Waupaca County currently has 23 children on the waitlist. There are over 400 children statewide on a waitlist. We recently received notice of an increase in allocations that we can use to serve the children on the waitlist. We are in need of an additional case manager to meet the needs to serve these children. The waitlist needs to be eliminated by January 1, 2019. The current case managers carrying a full caseload are bringing in more revenues than the cost of the position. Motion by Craig, second by Johnson, to approve Resolution 11 (2018-19) to hire a full-time CLTS Case Manager/Social Worker. We get a new allocation each year from the State, based on current needs and services. Motion carried without a negative vote.
  - c. Out-of-State Conference Request was reviewed for Cristin Bauch, Family and Community Services Manager. This is a great conference for personal and leadership development for Cristin. This conference is highly recommended. Cristin is willing to fund the airfare. Motion by Muck, second by Neumann, to approve the request as presented. Motion carried without a negative vote.
- 2. Finance
  - a. Erica Becker reviewed the April Income Statement. Through the month of April statement, we have about 3.5 months of expenses included. The expenses are where we want to see them. We continue to monitor WCI's expenses and revenues. Revenues are always delayed, so this report has about 2 months of revenues. Erica reviewed the state's timelines of payment, and we should see more payments in July. The books have just closed for 2017. Auditors are in the building this week and next week. We are ending 2017 almost \$377,000 to the good, and those funds will be rolled over into the 2018 budget. We are currently at about \$100,000 in expenses for WCI.
  - b. Payment Register was reviewed. Motion by Neumann, second by Goedderz, to approve bills. Motion carried without a negative vote.
- 3. Reports to the Board
  - a. Advisory Committee Reports
    - i. Memo from Leah Klein was reviewed to appoint Dona Gabert as a citizen member to the Committee on Aging. Motion by Lehrer, second by Craig, to recommend Dona to the Committee. Motion carried without a negative vote.
    - ii. Transportation Committee Meeting Minutes of March 15, 2018, were reviewed.
    - iii. Comprehensive Community Services Meeting Minutes of April 27, 2018, were reviewed.
    - iv. Coordinated Services Team Meeting Minutes of April 27, 2018, were reviewed.
    - v. Advisory Committee Update was shared with the Board.
  - b. Board Member Reports of Meetings Attended – Pat Craig attended the ADRC Meeting. Ron Cousins was nominated Chair, and Pat Craig was nominated Vice Chair. There was a presentation from a person that has received services. Jan went to the County's Official Workshop and learned how she can contribute to the County Board, and what you can and cannot say. She found it very helpful and interesting.
  - c. Waupaca County Industries Updates – We don't have any other updates at this time. We will continue this on the agenda until the building sells. Dave Neumann asked if the Board could be emailed with any updates if anything happens between meetings.

4. Director's Report
  - a. Follow-up to Previous Month's Meeting, General Department Updates – Director Price reviewed his Director's Report. Next month we will be asking for a Board Member Representative on the CCS Regional Committee. More information will be shared next month.
  - b. Alternate Care Report was reviewed. We are concerned about the number of children in Residential Care and the use of Secure Detention Facilities. We will continue to monitor these placements for the children, as well as the budget.
  - c. Mental Health Report was reviewed. This program is doing well. The staff continue to do a great job with crisis. We are hoping to have Gateway updated soon with flooring and painting.
5. Jody shared information on an opportunity for youth and trauma informed care. Motion by Lehrer, second by Goedderz, to adjourn at 6:55 pm. Next meeting is July 18 and will include Board Member training. Motion carried without a negative vote.

Submitted by,

Lana Draeger  
Office Manager

Approved by,

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