

**NOTICE OF MEETING**

**HEALTH AND HUMAN SERVICES COMMITTEE**

**April 3, 2018 – 8:30 A.M.**

Health and Human Services Department  
1011 North 8<sup>th</sup> Street  
Sheboygan, WI 53081  
Room 413

**\*Agenda\***

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Health and Human Services Committee Meeting – March 20, 2018

Announcements and Correspondence

Public Input

Behavioral Health Manager Jackie Moglowsky and Behavioral Health Case Management Supervisor Troy Krepsky  
Behavioral Health Case Management Presentation

Interim Public Health Officer Diane Liebenthal

Consideration of Vacant Position Request – LTE – Professional (Nutritionist WIC)

Review and Approve Vouchers

Approval of Attendance at Other Meetings

Adjourn

Prepared by:

Victoria Deterding  
Recording Secretary

James Baumgart  
Committee Chairperson

Tom Eggebrecht  
Health and Human Services Department Director

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify Victoria Deterding, 920-459-4326 prior to the meeting so that accommodations may be arranged.

**SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING**

Sheboygan County Health and Human Services Department  
1011 North 8<sup>th</sup> Street  
Sheboygan, WI 53081  
Room 413

**March 20, 2018**

**Called To Order: 8:32 a.m.**

**Adjourned: 9:34 a.m.**

MEMBERS PRESENT: Supervisor Henry Nelson – Secretary, Supervisor Roger Otten, Supervisor Thomas Epping, Mr. Craig Schicker, and Ms. Jeanne Kliejunas

ABSENT: Supervisor Jim Baumgart – Chair, Supervisor Brian Hoffmann – Vice Chair, Supervisor Curt Brauer, and Mr. Larry Samet

ALSO PRESENT: Tom Eggebrecht, Shannon Otten, Scott Shackelford, Tim Gessler, Diane Liebenthal, Jackie Moglowsky, Diane Yass, and Dawn Brulla.

Supervisor Nelson called the March 20, 2018 Health and Human Services Committee meeting to order at 8:32 a.m.

**CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**

The Health and Human Services Department received an e-mail noting that the agenda for the March 20, 2018 meeting of the Health and Human Services Committee was posted on March 16, 2018 at 8:13 a.m., in compliance with the Open Meeting Law.

**REVIEW AND APPROVE MINUTES: March 6, 2018 Health and Human Services Committee Meeting**

Supervisor Otten moved and Ms. Kliejunas seconded to approve the minutes of the March 6, 2018 Health and Human Services Committee. Motion carried unanimously.

**ANNOUNCEMENTS AND CORRESPONDENCE**

Tom Eggebrecht announced that Diane Liebenthal would be offering the committee a high level overview of County Health Rankings at the meeting, based on data and research provided by the UW Population Health Institute and Robert Wood Johnson Foundation. As the department’s committee operates as the county health board, Tom indicated that any thoughts, recommendations, initiatives, and ideas for improvement would be welcomed from committee members.

Tom also noted recent local news coverage on initiatives to close Lincoln Hills and Copper Lake juvenile corrections centers. The Assembly earlier passed a bill to close the centers by 2021, and replace them with regional centers. The Senate passed a replacement bill, requiring a feasibility study to be completed by March 2019, set to explore funding and new structures that could be put into place. Both houses will need to agree before the legislation can be forwarded to the Governor for signature.

Tom also recognized March as “Social Work Month,” and May as “National Foster Care Month,” and invited Scott Shackelford to discuss how the department celebrates foster care families. Scott explained that the department recognizes local families with an evening appreciation

event each year, with family-friendly gifts and a dinner. Social work staff in both the Child Protection Services and Juvenile Justice units help out with planning and a putting on the event, and the department also solicits donations from the community for these families.

Supervisor Epping offered a few words about the sheriff's deputy stationed in the lobby area of the Health & Human Services building, noting his military experience and willingness to do the work to serve Health & Human Services program areas and consumers. Tom Eggebrecht took the opportunity to express gratitude for the deputies stationed at our building, provided through a partnership with the Sheriff's Department.

#### **PUBLIC INPUT**

None.

#### **REPORT ON 2018 COUNTY HEALTH RANKINGS – Interim Health Office Diane Liebenthal**

Diane Liebenthal gave the committee an overview of the 2018 County Health Rankings Report.

Released every March, the rankings offer a snapshot of health outcomes and contributing health organized by counties. In 2018, Sheboygan County was ranked #26 out of 72 counties. The rankings are used to highlight community success, identify root causes of poor health, support policy change, and engage communities in health improvement.

For complete information, the County Health Rankings & Roadmaps website can be accessed at: <http://www.countyhealthrankings.org>. Sheboygan County-specific data is available at: <http://www.countyhealthrankings.org/app/wisconsin/2018/rankings/sheboygan/county/outcomes/overall/snapshot>.

#### **FINANCIAL STATEMENTS FOR YEAR-TO-DATE DECEMBER 31, 2017 AND JANUARY 31, 2018 – Operations Manager Shannon Otten**

Shannon Otten presented the financial statements for year-to-date December 31, 2017 and January 31, 2018. Discussion ensued and questions were answered.

#### **REVIEW AND APPROVE VOUCHERS**

Ms. Kliejunas moved and Mr. Schicker seconded to approve the Health and Human Services vouchers as presented. Motion carried unanimously.

#### **APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS**

It was noted that Scott Shackelford will be present at the next Human Resources Committee meeting on March 22, 2018 at 3:30 PM, in Room 302 of the Administration Building. He will present Vacant Position Requests for a Human Services Supervisor (Child Protection), and for the Half-time LTE Data Scheduler/Data Entry position (Elder Services.) These VPRs were both previously approved Health and Human Services Committee meetings in February.

#### **ADJOURNMENT**

At 9:34 a.m., Ms. Kliejunas moved and Mr. Schicker seconded to adjourn the March 20, 2018 Health and Human Services Committee Meeting. Motion carried unanimously.

Victoria Deterding  
Recording Secretary

Henry Nelson  
Committee Secretary



# Sheboygan County

## VACANT POSITION REQUEST

(To be completed for all vacant positions)

**Date:** 3/28/2017  
**To:** Health & Human Services Committee Members  
**From:** Thomas Eggebrecht

**Position Request:**

Position: LTE – Professional (Nutritionist WIC)  
 Reason for Vacancy: WIC Staff pregnancy and another WIC staff member surgery.

**Justification:**

Due to WIC staff vacancies, we would at times have one staff member available to meet the contracted WIC Caseload of 1862 clients. This LTE position would assist remaining WIC Nutritionists to serve the WIC Nutrition Program meet the needs of the pregnant, breastfeeding or new mothers, infants up to age 1 and children up to age 5. Current Public Health Nurses, who are not currently assisting the WIC Program, would be unable to move into this role due to WIC requirements surrounding needed education. We are estimating that the LTE position would be needed for a 0.75 – 1.0 FTE from April to September 2018. The current PHN, working in WIC, will increase her WIC hours to assist during the above timeframe.

**Staffing Consideration:**

Department has considered all alternate options as it relates to overall staff needs? Yes  No

**Budget Consideration:**

Is this position within the Department’s annual operation budget? Yes  No   
 If not, please state the amount over budget as well as the proposed source of funds: Due to vacancies, there is a positive variance in wages and benefits.

**Costs:**

DBM Salary Range of Requested Position:  
**The annual costs associated with the position (current year’s wage & benefit rates):**

Wages	Benefits	Total
\$50,353 - \$75,529	\$0.00	\$50,353 - \$75,529

(Note: Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

County Administrator/Department Head Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 Liaison Committee Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 Human Resources Committee Signature \_\_\_\_\_ Date: \_\_\_\_\_

Form Process:

1. County Administrator/Department Head completes VPR.
2. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
3. Department Head forwards VPR to HR for Human Resources Committee approval/signature (**salaried positions only**).
4. HR begins recruitment process.