NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

October 18, 2022 8:30 AM

Health & Human Services Building
1011 North 8th Street
Sheboygan WI
Room 372

Members of the Committee may be appearing remotely. Persons wanting to observe the meeting are encouraged to listen remotely.
Everyone is welcome to wear a face mask in Sheboygan County Facilities.
To observe the meeting remotely dial (312) 626-6799 or click on the following link:
https://us06web.zoom.us/j/88278386661?pwd=Z1Ewam1UMld6NHlYTGFVSnkwZ251dz09
Meeting ID: 882 7838 6661
Passcode: 162473

*** AGENDA ***

Call to Order and Introductions
Certification of Compliance with Open Meeting Law
Approval of Minutes for October 4, 2022

Announcements and Correspondence

Public Comment (Public may speak up to three minutes each on topics relevant to the agenda.)

Health & Human Services Director Report – Matt Strittmater
The Department Head Report is a summary of key activities. No action will be taken by the Health & Human Services Committee resulting from the report unless it is a specific item on the agenda.

Public Health Manager Report – Starrlene Grossman
The Public Health Manager Report is a summary of key activities. No action will be taken by the Health & Human Services Committee resulting from the report unless it is a specific item on the agenda.

United Way of Sheboygan County Representatives – Brianna Heusterberg and Frank Simac
Presentation on Providing Access To Healing (PATH)

Assistant Veterans Service Officer – Craig Stewart
Quarterly Update

Child & Family Services Manager – Sarah Mueller
Consideration of Vacant Position Request – Human Services Professional – Juvenile Court

Public Health Manager – Starrlene Grossman
Consideration of Vacant Position Request – Public Health Professional – Educator
Consideration of Vacant Position Request – Senior Lead Public Health Professional – Health Strategist

Behavioral Health Division Manager – Jaclyn Moglowsky
Consideration of Vacant Position Request – Human Services Professional – Behavioral Health Case Manager

Consideration of Vacant Position Request – Senior Public Health Professional – Therapist
Consideration of granting hiring bonus for Lead Case Manager position

Review and Approve Vouchers
September 25, 2022 – October 8, 2022

Approval of Attendance of Members at Other Meetings or Functions
Reports on Meetings Attended

Adjournment

Next Scheduled Meeting will be November 1, 2022 at 8:30 AM

Prepared by:

Wendy Gorges
Recording Secretary

Curt Brauer
Committee Chairperson

Posted: 9/30/2022 at 2:50 pm

NOTE: Persons with disabilities needing assistance to attend or participate are asked to notify the Health & Human Services Department by calling (920)-459-4326 prior to the meeting so that accommodations may be arranged.

A majority of the members of the County Board of Supervisors, or 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.

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE MINUTES

Health & Human Services Building
1011 North 8th Street
Sheboygan WI
Room 372

October 4, 2022 **Called to Order: 8:30 AM** **Adjourned: 10:00 AM**

MEMBERS PRESENT: (in person)	Supervisor Curt Brauer, Supervisor Bill Goehring, Supervisor Marilyn Montemayor, Supervisor Rebecca Clarke, Citizen Member Larry Samet
MEMBERS PRESENT: (via Zoom)	Supervisor Wendy Schobert Citizen Members: Jeanne Kliejunas, Diane Oppeneer
MEMBERS ABSENT:	Supervisor James Coulson
ALSO PRESENT: (in person)	Matthew Strittmater, Sarah Mueller, Starrlene Grossman, Michelle Acevedo, Jackie Moglowsky, Linda Spitzer, Wendy Gorges, Lindsay Kelling, Mary Simon, David Deising
ALSO PRESENT: (via Zoom)	Alayne Krause, Tara Duwe, Craig Stewart

Chairperson Brauer called the meeting to order at 8:30 AM.

The Chairperson certified compliance with the open meeting law. The notice was posted at 2:10 PM on September 30, 2022.

Approval of Minutes for September 6, 2022
Supervisor Goehring moved to approve the minutes. Citizen Member Samet seconded. Motion carried with no nay votes.

Announcements and Correspondence
Public Comment – No public comment was made.

Health & Human Services Director Report – Matt Strittmater
The Department Head Report is a summary of key activities. No action will be taken by the Health & Human Services Committee resulting from the report unless it is a specific item on the agenda.

Public Health Manager Report – Starrlene Grossman
The Public Health Manager Report is a summary of key activities. No action will be taken by the Health & Human Services Committee resulting from the report unless it is a specific item on the agenda.

ADRC & Operations Manager – Michelle Acevedo & Elder Services Supervisor – Linda Spitzer
Presentation on “Compare/Contrast Sheboygan County vs Ozaukee County Transportation Design”

Accounting Manager – Tara Duwe
2022 Budget Adjustments for Health & Human Services
Supervisor Goehring moved to approve the budget adjustments. Citizen Member Samet seconded. Motion carried with no nay votes.

Health & Human Services Director Report – Matt Strittmater

Consideration of American Rescue Plan Act request for Meals on Wheels

Supervisor Schobert moved to approve the request. Supervisor Goehring seconded. Motion carried with no nay votes.

Consideration of American Rescue Plan Act request for Health & Human Services Wage Equity Adjustments

Supervisor Montemayor moved to approve the request. Supervisor Clarke seconded. Motion carried with no nay votes.

Consideration of Sheboygan County exploring the purchase of the property at 503 W. Wisconsin Avenue, Sheboygan

Supervisor Clarke moved to approve the request. Supervisor Goehring seconded. Motion carried with no nay votes.

Health & Human Services Director Report – Matt Strittmater

Consideration of Vacant Position Request – Human Services Specialist – Child Support

Citizen Member Kliejunas moved to approve the request. Supervisor Montemayor seconded. Motion carried with no nay votes.

Review and Approve Vouchers

August 28, 2022 – September 10, 2022

September 11, 2022 – September 24, 2022

Supervisor Goehring moved to approve the vouchers. Supervisor Montemayor seconded. Motion carried with no nay votes.

Approval of Attendance of Members at Other Meetings or Functions

Reports on Meetings Attended

No other meetings were attended by committee members.

Adjournment

Citizen Member Samet moved to adjourn the meeting. Supervisor Clarke seconded. Motion carried with no nay votes. Meeting adjourned at 10:00 AM.

The next scheduled meeting will be held October 18, 2022 at 8:30 AM.

_____

Marilyn Montemayor, Committee Secretary

Wendy Gorges
Recording Secretary

Sheboygan County Veterans Service Office

Todd A Richter
Veterans Service Officer

Craig Stewart
Assistant Veterans Service Officer

Jonathan Belval
Veterans Benefit Specialist

Announcements/correspondence & events attended

- July
  - Sheboygan County Veterans Commission
  - Milwaukee Vet Center open house
  - Sheboygan Area Veterans Treatment Court
  - CVSO/ADRC on demand transportation program discussion
  - Presentation to American Legion Post 145
  - Meet with Jason Pape from Lakeshore Community Action Program (Lakeshore CAP)
  - HHS Committee
  - American Legion Post 149 Presentation
  - SE WI Veteran Expo and Mental Health Summit Planning Committee
  - PGA Hope
  - Strategic Benefit Planning Committee
- August
  - Sheboygan County Veterans Commission
  - HHS Committee
  - Sheboygan County Housing Coalition
  - Dogs 2 Dogs Tags Event
  - Sheboygan Area Veterans Treatment Court
  - Meet with Great Lakes Cheese Human Resources
  - Presentation to American Legion Post 555
  - CVSO/ADRC meeting with VIA – on demand transportation
  - Commanders Call
  - Meet with Rohde Brothers Human Resources
  - Finance Committee
- September
  - Sheboygan County Fair booth
  - Sheboygan County Veterans Commission
  - SE WI Veteran Expo and Mental Health Summit
  - Overdose Fatality Review Committee
  - NACVSO PACT ACT review workshop
  - Suicide Prevention Sub-Group meeting
  - NACVSO Camp Lejeune workshop
  - Sheboygan County Housing Coalition
  - Sheboygan Area Veterans Treatment Court
  - Sheboygan Area School District (Veterans Day Program Discussion)

Telephone (920) 459-3053
Facsimile (920) 467-4195

650 Forest Ave
Sheboygan Falls, WI 53085

Veterans.Services@SheboyganCounty.com

Veterans Service Office Activity

- April, May, June
  - Walk-ins – 165
  - Appointments – 180

Veterans Commission

- 2 Application Submitted

Sheboygan Area Veterans Treatment Court

- 2 veterans currently sentenced to SAVTC
- 2 Graduations

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Sheboygan Falls, WI 53085

Veterans.Services@SheboyganCounty.com

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 10/4/2022
To: Health & Human Services Committee Members
From: Matt Strittmater

Position Request:
Position: Human Services Professional (C42)/Juvenile Court Ongoing
Reason for Vacancy: The current employee in this position is retiring on 11/1/2022.

Justification:
Human Service Professional - Juvenile Court position provides duties that are primarily governed by the Juvenile Justice Code Ch. 938, the Children's Code, Ch. 48, in addition to other state and county mandates and policies. The Human Services Professional provides services from a balance approach; holding juveniles accountable for their delinquent activities through a variety of treatment services while also providing protections for the community as a whole. Through provision of these services, it is hoped to build competencies and their families so that they are capable of living productively and responsibly in the community. This position will be assigned to the Juvenile Court Ongoing Unit. If the position is filled with an internal candidate, the request is to backfill the vacant position.

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: Click here to enter text.

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
$53,694-$68,847	$33,416-$35,755	$87,110-$104,602

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

County Administrator/Department Head Signature Matt Strittmater Date: 10-5-22

Human Resources Director Signature Dean A. Hill Date: 10/06/2022

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Process:
1. County Administrator/Department Head completes VPR.
2. County Administrator/Department Head refers to Human Resources Director for approval.
3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. County Administrator/Department Head forwards VPR to HR for Human Resources Committee approval/signature (*Salaried Positions Only.*)
5. HR begins recruitment process.

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 10/10/2022
To: Health & Human Services Committee Members
From: Matt Strittmater

Position Request:
Position: Public Health Professional - Health Educator
Reason for Vacancy: Staff Resignation

Justification:
This position is essential to our community engagement and outreach efforts. Currently the work within this position includes oversight of the Overdose Fatality Review team, Chair for the Responsible Substance Use coalition, primary lead for the Community Health Needs Assessment process and our Qualitative Data grant. This position also acts as the Public Information Officer under our Emergency Preparedness grant and completes PH website updates. Permission to backfill should this position be filled by an internal staff is also requested.

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: Click here to enter text.

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
$53,694-$68,847	$32,666	$86,360 - $101,513

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

County Administrator/Department Head Signature Matt Strittmater Date: 10-14-22

Human Resources Director Signature Dwayne Krause Date: 10/14/2022

Liaison Committee Signature_____ Date: _____

Human Resources Committee Signature_____ Date: _____

Form Process:
1. County Administrator/Department Head completes VPR.
2. County Administrator/Department Head refers to Human Resources Director for approval.
3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. County Administrator/Department Head forwards VPR to HR for Human Resources Committee approval/signature (*Salaried Positions Only*.)
5. HR begins recruitment process.

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 10/13/2022
To: Health & Human Services Committee Members
From: Matt Strittmater

Position Request:
Position: Senior Lead Public Health Professional - Health Strategist
Reason for Vacancy: Unexpected Vacancy

Justification:
This position is essential to leading our strategy and community engagement efforts both within the Division and within the Department. The position oversees the Community Health Needs Assessment process and best practice planning for the division of public health and the department. The position provides support to the health officer is completion guiding all of our strategy work across the department and in embedding quality improvement and performance management strategies into all program areas across the division. Permission to backfill should this position be filled by an internal staff is also requested.

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: Click here to enter text.

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
$65,067 - $83,411	32,666	$97,733 - $116,077

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

County Administrator/Department Head Signature Matt Strittmater Date: 10-14-22

Human Resources Director Signature Alayne Krause Date: 10/14/2022

Liaison Committee Signature_____ Date: _____

Human Resources Committee Signature_____ Date: _____

Form Process:
1. County Administrator/Department Head completes VPR.
2. County Administrator/Department Head refers to Human Resources Director for approval.
3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. County Administrator/Department Head forwards VPR to HR for Human Resources Committee approval/signature (*Salaried Positions Only*.)
5. HR begins recruitment process.

Sheboygan County
VACANT POSITION REQUEST
(To be completed for all vacant positions)

SHEBOYGAN COUNTY WISCONSIN

Date: 10/4/2022
To: Health & Human Services Committee Members
From: Jaclyn Moglowsky, Behavioral Health Manager

Position Request:
Position: Human Services Professional – Behavioral Health Case Manager
Reason for Vacancy: Military Deployment

Justification:
This position is part of the case management team of the Division of Community Programs. Case Managers provide recovery focused services for individuals with mental health needs. As part of the clinical team, Case Managers participate in clinical staffing, treatment planning, information and referral inquiries, crisis intervention, and provide consultation within the agency, to community service partners and the public. This position allocates time to the fully funded CCS program. Permission to backfill should this position be filled by internal staff is also requested.

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:

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
$53,694 - $68,847	$32,666	$86,360 - $101,513

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

County Administrator/Department Head Signature [signature] Date: 10-14-22

Human Resources Director Signature Alayne Krause Date: 10/14/2022

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Process:
1. County Administrator/Department Head completes VPR.
2. County Administrator/Department Head refers to Human Resources Director for approval.
3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. County Administrator/Department Head forwards VPR to HR for Human Resources Committee approval/signature (*Salaried Positions Only*.)
5. HR begins recruitment process.

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 10/4/2022
To: Health & Human Services Committee Members
From: Matt Strittmater, Behavioral Health Manager

Position Request:
Position: Senior Public Health Professional (HHS Therapist)
Reason for Vacancy: Resignation

Justification:
This position is a part of the clinical treatment team of the Mental Health & Substance Abuse Treatment Center. Psychotherapists provide a full continuum of outpatient services to individuals seeking mental health and/or addiction treatment. As part of the clinical team, psychotherapists participate in clinical staffing, treatment planning, information and referral inquiries, crisis intervention, and provide consultation within the agency, to community service partners and the public. The Department requests permission to backfill if a scenario occurs where this position is filled with an internal candidate.

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: Click here to enter text.

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
$56,725 - $72,733	$32,666	$89,391 - $105,399

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

County Administrator/Department Head Signature Matt Strittmater Date: 10-14-22

Human Resources Director Signature Alayne Krause Date: 10/14/2022

Liaison Committee Signature_____ Date: _____

Human Resources Committee Signature_____ Date: _____

Form Process:
1. County Administrator/Department Head completes VPR.
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SHEBOYGAN COUNTY

Jaclyn Moglowsky - Manager
Division of Behavioral Health
Health and Human Services Department

To: Health and Human Services Committee

From: Jaclyn Moglowsky, Behavioral Health Manager

Date: October 18, 2022

Re: Consideration of Hiring Bonus for Lead Case Manager Position

Behavioral Health has been recruiting for a Lead Case Manager for 8 months. The first position was posted in February 2022, and a second position came open in August 2022. One of the two openings was filled in October, leaving one remaining vacancy. While we have had applicants, few have met the requirements defined in DHS 36. This position is responsible for the required clinical supervision for the CCS program. If we are unable to meet these supervision requirements, we may not bill for the services being provided.

At this time, I am requesting approval to offer a hiring bonus for this position with a payout of $2000 after successful completion of 6 months employment and another $3000 following a full year of successful employment. This funding is available through our current budget for this position as it has been unfilled for the majority of 2022.

Your consideration and approval of this request will be greatly appreciated.

Jaclyn Moglowsky

Digitally signed by Jaclyn Moglowsky
DN: CN=Jaclyn Moglowsky, E=jaclyn.moglowsky@sheboygancounty.com, C=US
Reason: I am the author of this document
Location:
Date: 2022.10.11 10:16:01-05'00'
Foxit PDF Reader Version: 12.0.1

Jaclyn Moglowsky
Behavioral Health Manager