

NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

July 16, 2024 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/88673585282?pwd=fspbzdNMSbCgsnrD3QU7emrAicr2OV.1>

Meeting ID: 886 7358 5282

Passcode: 719684

*** AGENDA ***

Call to Order and Introductions
Certification of Compliance with Open Meeting Law
Approval of Minutes for June 18, 2024

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.

Health Officer & Health & Human Services Deputy Director 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.

Health Officer & Health & Human Services Deputy Director Starrlene Grossman
Consideration of Limited Term Employee Request

Health & Human Services Director – Matt Strittmater
Consideration of Sheboygan County Ordinance Amending Section 10.03, Health & Human Services Committee
Presentation of 2024 Health & Human Services Budget – Five Month Projections

Accounting Manager – Tara Duwe
Consideration of Out-of-State Travel Request

Review and Approve Vouchers
June 2, 2024 – June 15, 2024
June 6, 2024 – June 29, 2024

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

Adjournment

Next Scheduled Meeting will be August 6, 2024 at 8:30 AM

Prepared by:

Wendy Gorges
Recording Secretary

Curt Brauer
Committee Chairperson

Posted: 7/10/24 1:30 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

June 18, 2024

Called to Order: 8:30 a.m.

Adjourned: 9:30 a.m.

MEMBERS PRESENT: (in person) Supervisor Curt Brauer, Supervisor Bill Goehring, Supervisor Marilyn Montemayor, Supervisor Rebecca Clarke, Supervisor Paul Gruber, Supervisor Wendy Schobert
Citizen Members Anne Sibinski, Jeanne Kliejunas

MEMBERS EXCUSED: Citizen Member Larry Samet

ALSO PRESENT: (in person) Matthew Strittmater, Starrlene Grossman, Jackie Moglowsky, Tara Duwe, Michelle Acevedo, Sarah Mueller, Tim Swart, Wendy Gorges

ALSO PRESENT: (via Zoom) Clarissa Roberts

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

The Chairperson certified compliance with the open meeting law. The notice was posted at 9:00 a.m. on June 13, 2024.

Approval of Minutes for June 4, 2024

Supervisor Goehring moved to approve the minutes. Citizen Member Kliejunas 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.

Health Officer & Health & Human Services Deputy Director 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.

Health Officer & Health & Human Services Deputy Director Starrlene Grossman and Environmental Health Supervisor Tim Swart

Consideration of Chapter 17-18 Ordinance Changes

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

Economic & Child Support Manager – Clarissa Roberts

Presentation on Child Support & Economic Updates

Review and Approve Vouchers

May 19, 2024 – June 1, 2024

Supervisor Goehring moved to approve the vouchers. Supervisor Montemayor seconded. Motion approved 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

Supervisor Montemayor moved to adjourn the meeting. Supervisor Clarke seconded. Motion carried with no nay votes. Meeting adjourned at 9:30 a.m.

The next scheduled meeting is July 2, 2024 at 8:30 a.m.

Marilyn Montemayor, Committee Secretary

Wendy Gorges
Recording Secretary

LTE Request

The Division of Public Health is committed to providing immunization access to all Sheboygan County residents. **Our primary objective is to increase the proportion of Sheboygan County residents who are up to date regarding their age-dependent vaccine schedules.** We seek to engage with these community members to eliminate barriers and prevent unnecessary illness before it occurs.

Our objectives include:

- Facilitating discussion with community partners regarding vaccination services to increasing their knowledge around immunizations and strengthening partnerships with our local vaccine providers
- **Multiple onsite vaccination clinics** in partnership with LCHC - these are staffed by Public Health with vaccines being procured and billed through LCHC.
- Creation and dissemination of a postcard mailer campaign to all residents of Sheboygan County with information regarding vaccinations at convenient locations closest to them within the community.
- Creation and dissemination of outreach materials that coincide with the mailers to help create a clear and unified message that will be dispersed to community partners who provide vaccinations.
- Increase availability of culturally appropriate and translated vaccination resources by having all of our educational materials available in Spanish and Hmong.

DPH currently has 2 nurses that dedicate time to immunizations. While all DPH nurses are immune trained, currently they do not have capacity to assist with multiple on-site clinics.

To accomplish our goal of increasing county-wide immunization rates, **we are asking for 4 LTE Nurses to assist with the immunization clinics.** DPH will be hosting 9 clinics. This includes 6 Influenza/Covid clinics offered at 3 types of sites and coordinated home visits managed by our 2 DPH immune leads. It also includes 3 'Catch-up Clinics' offered at 3 school sites for children behind on childhood immunizations. These LTE nurses will also each need 3 hours of immunization training prior to providing vaccinations. This equates to 300 hours total for the 4 nurses (75 hours each nurse). The timeframe of need is October through November 2024.

LTE Position	Hourly Wage	Total Hours Anticipated	Cost Per Position	Positions Needed	Total Cost
Nurse	\$30-35/Hour	75 Hours	\$2,625	4	\$10,500

DPH has already secured funding via the ARPA Immune Supplement #5 granting for the staff time (including LTE staff time) needed to coordinate and execute the fall influenza and COVID vaccine clinics as well as the childhood catch-up clinics. DPH was awarded \$167,000 total and a portion of this is to be used for the staff time.



Thank you for your consideration.

1 **SHEBOYGAN COUNTY ORDINANCE NO. _____ (2024/25)**

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3 **Re: Amending Section 10.03, Health and Human Services Committee**

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6 **WHEREAS**, the Health and Human Services Committee oversees administration of the
7 Health and Human Services Department of Sheboygan County; and

8
9 **WHEREAS**, Wis. Stat. §251.03 provides that such Committee shall represent the
10 diversity of the community it serves and demonstrate competency in the fields of public health or
11 community health; and

12
13 **WHEREAS**, the Health and Human Services Committee recommends the herein
14 proposed amendment to Section 10.03 in recognition of the statutory language.

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16 **NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan
17 does ordain as follows:

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19 Section 1. **Amending Code.** Section 10.03 of the Sheboygan County Code
20 of Ordinances is hereby amended as follows (additions indicated by shading, deletions
21 by strike out):

22
23 10.03 HEALTH AND HUMAN SERVICES COMMITTEE. The Health and Human Services
24 Department shall be administered by a **Health and** Human Services Committee
25 composed of nine (9) persons of recognized ability and demonstrated interest or
26 **competence in the field of public health and/or community health** ~~in human services~~. Six
27 (6) members shall be County Board of Supervisors and three (3) members shall be
28 consumers of services or citizens at large. A good faith effort shall be made to appoint a
29 registered nurse and a physician to the Committee. **Member Appointments shall reflect**
30 **the diversity of the community to the extent possible**. County Board members shall be
31 appointed by the Executive Committee and confirmed by the County Board of
32 Supervisors. Citizen members shall be approved by the County Administrator and
33 confirmed by the County Board of Supervisors.

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49 Section 2. **Effective Date.** The herein Ordinance shall take effect upon
50 enactment.
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53 Respectfully submitted this 20th day of August, 2024.
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55 **HEALTH & HUMAN SERVICES COMMITTEE***
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59 _____
60 Curt Brauer, Chairperson

William Goehring, Vice-Chairperson

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62 _____
63 Marilyn Montemayor, Secretary

Rebecca Clarke

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65 _____
66 Paul Gruber

Wendy Schobert

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68 Opposed to Introduction:
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72 *County Board members signing only
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76 Countersigned by:
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80 Vernon Koch, Chairperson
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July 8, 2024, draft



SHEBOYGAN COUNTY

Matthew Strittmater- Director
Health and Human Services Department

July 16, 2024

Streamline HealthCare Solutions, the company that owns our new EHR SmartCare, is hosting their annual user conference October 14-16, 2024 in Chicago. Topics that will be presented during the conference include (but are not limited to):

- Reporting Tools training and using data to drive decisions and improve care
- Technical “bootcamp” training sessions on forms development
- Healthcare coding – Rates, Billing Codes, and Allowed Amounts
- Client access to their healthcare records/data
- Interfaces and interoperability in SmartCare
- Performance Monitoring

These session topics and hands-on training will be very beneficial to the System Administrators and Super Users (Samantha Shane, Andy Lauters, and Linda Yang) as we continue to develop SmartCare.

In addition to the value of the sessions, the opportunity to network with other users throughout Wisconsin and as well as across the country will be invaluable. Building a network of resources that includes individuals who use the software on a daily basis will help us implement and maintain a software tool that benefits all level of staff throughout Health and Human Services, from Support Staff to Director.

We respectfully request approval to attend this Conference in October 2024. The *estimate* of cost to attend is outlined below.

Cost Breakdown	Samantha	Linda	Andy
Hotel, 2 nights	\$450.00	\$450.00	\$450.00
Conference Registration Fee (if registered by 9/14)	\$675.00	\$675.00	\$675.00
Meals (\$8+\$10+\$14=\$32/day), 3 days, Mon-Wed Some meals are included with the conference so actual will likely be less.	\$96.00	\$96.00	\$96.00
Mileage to and from Hyatt Regency O’Hare Chicago (if agency vehicle is not available)	\$138.00	\$134.00	\$106.00
Parking a hotel, \$25/day	\$50.00	\$50.00	\$50.00
Total	\$1,409.00	\$1,405.00	\$1,377.00
Estimated Grand Total	\$4,191.00		