

NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

April 18, 2023 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/86164508173?pwd=QmNFdXUxQVVaZUgyNG0waEMySEwyUT09>

Meeting ID: 861 6450 8173

Passcode: 164215

*** AGENDA ***

Call to Order and Introductions
Certification of Compliance with Open Meeting Law
Approval of Minutes for April 4, 2023

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.

Deputy Director of Veterans Services – Craig Stewart

Discussion on Veterans Service Commission First Quarter Report

Public Health Manager – Starrlene Grossman

Presentation on the Public Health Annual Report

Child & Family Services Manager – Sarah Mueller

Discussion of Out-of-State Travel on Monday, April 17-18, 2023

Behavioral Health Manager – Jackie Moglowsky

Consideration of Vacant Position Request – Administrative Specialist – Quality Assurance Assistant
Consideration of Vacant Position Request – Human Services Professional (Mental Health Specialist)

Review and Approve Vouchers
March 26, 2023 – April 8, 2023

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

Adjournment

Next Scheduled Meeting will be May 2, 2023 at 8:30 AM

Prepared by:

Wendy Gorges
Recording Secretary

Curt Brauer
Committee Chairperson

Posted: 4/13/23 10:20 AM

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

April 4, 2023

Called to Order: 8:30 AM

Adjourned: 9:16 AM

MEMBERS PRESENT: Supervisor Curt Brauer, Supervisor Bill Goehring, Supervisor Marilyn Montemayor
(in person)

MEMBERS PRESENT: Supervisor Wendy Schobert, Supervisor Rebecca Clarke
(via Zoom) Citizen Members Jeanne Kliejunas, Larry Samet

MEMBERS ABSENT: Supervisor James Coulson, Citizen Member Diane Oppeneer

ALSO PRESENT: Matthew Strittmater, Tara Duwe, Michelle Acevedo, Jackie Moglowsky,
(in person) Starrlene Grossman, Maranda LaFrenier (nursing student),
Wendy Gorges

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

The Chairperson certified compliance with the open meeting law. The amended notice was posted at 1:48 PM on March 31, 2023.

Approval of Minutes for March 21, 2023

Supervisor Montemayor moved to approve the minutes. Supervisor Goehring 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 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 & Human Services Director – Matthew Strittmater

Discussion on Exit Interview Summary

Accounting Manager – Tara Duwe

Consideration of Vacant Position Request – Accounting Specialist

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

Behavioral Health Manager – Jackie Moglowsky

Consideration of Vacant Position Request – Human Services Professional (Crisis Information & Assistance)

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

Consideration of Vacant Position Request – Human Services Professional (Mental Health Specialist)

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

Review and Approve Vouchers

March 12, 2023 – March 25, 2023

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

Supervisor Montemayor moved to adjourn the meeting. Supervisor Schobert seconded. Motion carried with no nay votes. Meeting adjourned at 9:16 AM.

The next scheduled meeting will be April 18, 2023 at 8:30 AM.

Marilyn Montemayor, Committee Secretary

Wendy Gorges
Recording Secretary



Sheboygan County Veterans Service Office

Todd A Richter
Director

Craig Stewart
Deputy Director

Jonathan Belval
Veterans Benefit Specialist

1st quarter 2023

Announcements/correspondence & events attended

- January
 - Sheboygan County Veterans Commission
 - Sheboygan County Housing Coalition (SCHC)
 - Sheboygan Area Veterans Treatment Court
 - WDVA Training
 - Transportation Program discussion with ADRC
 - NACVSO & VA Suicide prevention workshop
- February
 - KMCI Veterans Group
 - Veteran Resources Training given to City PD
 - Sheboygan County Veterans Commission
 - Memorial Day Parade Planning meeting
 - Sheboygan County Housing Coalition
 - WDVA Training
 - Sheboygan Area Veterans Treatment Court
 - CVSOA SE Regional Meeting
- March
 - Sheboygan County Veterans Commission
 - Sheboygan County Housing Coalition
 - WDVA Training
 - Sheboygan Area Veterans Treatment Court
 - VR&E Training

Veterans Service Office Activity

- January, February, March
 - Walk-ins – 355
 - Appointments – 218

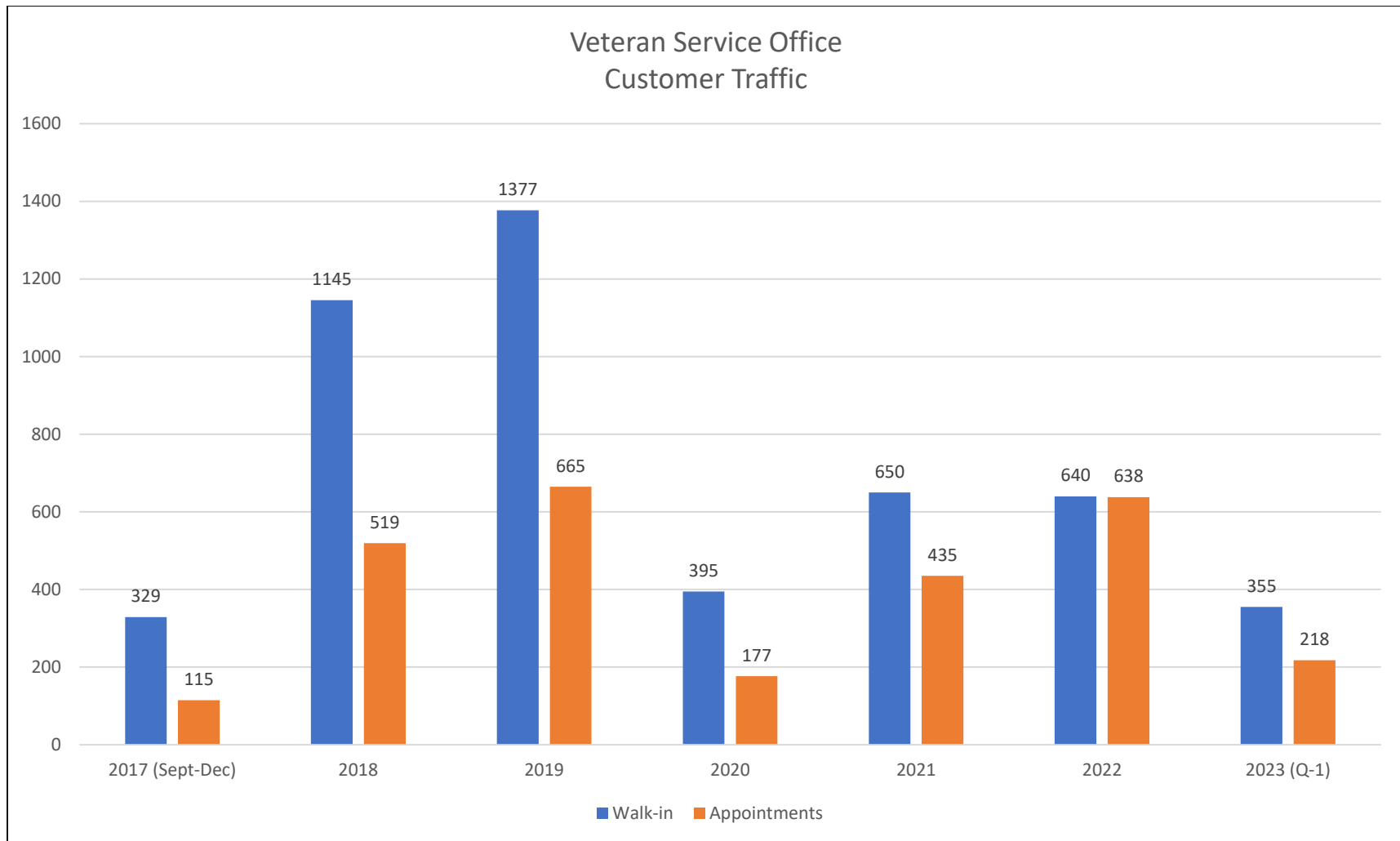
Veterans Commission

- 1 Applications
 - 1 approved

Sheboygan Area Veterans Treatment Court

- 2 veterans currently sentenced to SAVTC
- 1 graduated

SERVING THOSE WHO SERVED SINCE 1935



This graph shows the number of customer walk-in's and appointments for the Veterans Service Office. Prior to September 2017, this data was not collected.



Sheboygan County

VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 4/18/2023
To: Health & Human Services Committee Members
From: Jaclyn Moglowsky

Position Request:

Position: Administrative Specialist – Quality Assurance Assistant
Reason for Vacancy: Position Change

Justification:

The Quality Assurance assistant reviews Medicaid related documents within the Behavioral Health Division of the Department of Health and Human Services (HHS) for the purposes of identifying staff and systems errors that may result in improper billings to third parties, incorrect benefits to clients, and sometimes, fraudulent activities (intentional program violations by the client, provider, or staff member). The Medicaid Quality Assurance Assistant also helps to train Division staff and contract providers to avoid Administrative Code errors and incorrect billings. 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): B22

Wages	Benefits	Total
\$36,977- \$46,506	\$31,656 - \$33,022	\$68,633 - \$79,528

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

County Administrator/Department Head Signature Walt Oltus Date: 4-5-23
Human Resources Director Signature Alayne Krause Date: 4/8/2023
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: 4/18/2023

To: Health & Human Services Committee Members

From: Jaclyn Moglowsky, Behavioral Health Manager

Position Request:

Position: Human Services Professional – Mental Health Specialist

Reason for Vacancy: Resignation

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:

DBM Salary Range of Requested Position: C42 \$53,694 - \$84,000

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

Wages	Benefits	Total
\$53,694 - \$70,396	\$33,417-\$35,755	\$87,111-\$106,151

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

County Administrator/Department Head Signature _____

Date: 4-4-23

Human Resources Director Signature _____

Date: 4/7/2023

Liaison Committee Signature _____

Date: _____

Human Resources Committee Signature _____

Date: _____

Form Process:

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