NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

July 5, 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/82912924309?pwd=RnR0YzlxRHJIOWRvWkd3a2lHZEhvUT09
Meeting ID: 829 1292 4309
Passcode: 255264

*** AGENDA ***

Call to Order and Introductions
Certification of Compliance with Open Meeting Law
Approval of Minutes for June 21, 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.

Sheboygan County Supervisor District #10 and Committee Chair – Curt Brauer
Discussion of National Child ID Program

Health & Human Services Director – Matt Strittmater
Discussion of 2023 HHS Budget Public Hearing Responses

Public Health Manager – Starrlene Grossman
Consideration of Vacant Position Request – COVID Supervisor (LTE)

Behavioral Health Manager – Jackie Moglowsky
Consideration of Vacant Position Request – Human Services Manager – Behavioral Health Assistant Manager (new position)

Review and Approve Vouchers
June 5, 2022 – June 18, 2022

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

Adjournment

Next Scheduled Meeting will be July 19, 2022 at 8:30 AM

Prepared by:

Wendy Gorges
Recording Secretary

Curt Brauer
Committee Chairperson

Posted: 7/1/2022 at 2:25 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 21, 2022 **Called to Order: 8:30 AM** **Adjourned: 9:29 AM**

MEMBERS PRESENT: (in person)	Supervisor Curt Brauer, Supervisor Bill Goehring, Supervisor Rebecca Clarke, Supervisor Marilyn Montemayor, Supervisor Wendy Schobert
MEMBERS PRESENT: (via Zoom)	Citizen Members Diane Oppeneer, Jeanne Kliejunas, Larry Samet
MEMBERS ABSENT:	Supervisor James Coulson
ALSO PRESENT: (in person)	Matthew Strittmater, Starrlene Grossman, Michelle Acevedo, Jackie Moglowsky, Tara Duwe, Tim Gessler, Kris Schmidt, Wendy Gorges

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 4:45 PM on June 16, 2022.

Approval of Minutes for June 7, 2022
Supervisor Goehring moved to approve the minutes. Supervisor Montemayor seconded. Motion carried with no nay votes.

Announcements and Correspondence - No announcements were made.
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.

Economic & Child Support Manager – Tim Gessler and Economic Support Supervisor – Kris Schmidt
Presentation on “Economic Support Co-location at ADRC – Updates”

Health and Human Services Director – Matt Strittmater
Consideration of Vacant Position Request – Human Services Professional – CPS
Supervisor Goehring moved to approve the Vacant Position Request. Supervisor Schobert seconded. Motion carried with no nay votes.

Economic & Child Support Manager – Tim Gessler
Consideration of Vacant Position Request – Human Services Professional – Economic Support (1)
Supervisor Montemayor moved to approve the Vacant Position Request. Citizen Member Kliejunas seconded. Motion carried with no nay votes.

Consideration of Vacant Position Request – Human Services Professional – Economic Support (2)
Supervisor Montemayor moved to approve the Vacant Position Request. Citizen Member Kliejunas seconded. Motion carried with no nay votes.

Review and Approve Vouchers
May 22, 2022 – June 4, 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
No other meetings were attended by committee members.

Reports on Meetings Attended
No other meetings were attended by committee members.

Adjournment
Supervisor Clarke moved to adjourn the meeting. Supervisor Schobert seconded. Motion carried with no nay votes. Meeting adjourned at 9:29 AM.

The next scheduled meeting will be held July 5, 2022 at 8:30 AM.

Marilyn Montemayor, Committee Secretary

Wendy Gorges
Recording Secretary

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 06/30/22
To: Health & Human Services Committee Members
From: Mathew Strittmater

Position Request:
Position: COVID Supervisor
Reason for Vacancy: LTE COVID Supervisor Resignation

Justification:

Public Health continues to offer a robust pandemic response, including plans to go into the community and rural areas of Sheboygan County to offer vaccinations and at home tests, we also continue to support organizations in outbreaks through contact tracing and resources. This staff person would assist with managing the coordination of these resources as well as supervise the LTE staff members who continue to implement all of our COVID response efforts.

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
66,560 ($32/hr)	N/A-LTE Position	66,560

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

Department Head Signature _____ Date: 6-30-22

Human Resources Director Signature _____ Date: 06/30/2022

County Administrator Signature _____ Date: _____

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Process:

1. Department Head completes VPR.
2. Department Head refers to Human Resources Director for approval.
3. Human Resources Director and Department Head discuss with County Administrator for approval.
4. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
5. Department Head forwards VPR to HR for Human Resources Committee approval/signature.
6. HR begins recruitment process.

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions)

Date: 6/27/2022
To: Health & Human Services Committee Members
From: Jaclyn Moglowsky, Behavioral Health Manager

Position Request:
Position: Human Services Manager - Behavioral Health Assistant Manager
Reason for Vacancy: New Position

Justification:
The Behavioral Health Division has been unable to fill C52 position for a Crisis Supervisor, which was first posted in 2020. As a result, the Behavioral Health Manager has been filling the role of direct supervision of all crisis programing as well as the typical manager responsibilities. As the behavioral health programs continue to grow and services expand, this is no longer manageable by one person. As the crisis supervisor position has been unable to be filled, we have decided the best option is to maintain the crisis program under the manager and add an assistant manager position to assist in other areas of the division. This position will be responsible for intense focus on the CCS programs to carry forward the programs strategic plan for growth of services and maximum revenue generation.

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): C52

Wages	Benefits	Total
$65,067 - $101,795	$32,018	$103,085-$133,813

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

County Administrator/Department Head Signature _____ Date: 6-20-22

Human Resources Director Signature _____ Date: 06/22/2022

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: 6/22/2022

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.