

NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

July 7, 2026 8:30 AM

Health & Human Services Building
1011 North 8th Street
Sheboygan, WI 53081
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/85949525955?pwd=OGRJNFJ2eXBKZit0TGo3bkZ1TmY5OT09>*

Meeting ID: 859 4952 5955

Passcode: 921939

*** AGENDA ***

Call to Order and Introductions

Certification of Compliance with Open Meeting Law

Approval of Minutes for June 16, 2026

Announcements and Correspondence

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

Health & Human Services Director Report - Matthew 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.

Economic Support and Child Support Manager, Clarissa Roberts

Consideration of Change in HHS Table of Organization

Review and Approve Vouchers

May 31, 2026 - June 13, 2026

Approval of Attendance of Members at Other Meetings or Functions

Reports on Meetings Attended

Adjournment

The next scheduled meeting will be July 21, 2026 at 8:30 AM.

Prepared by:

Cheryl Sohn
Recording Secretary

Bill Goehring
Committee Chairperson

Posted: 7/01/26 2:45 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 16, 2026

Called to Order: 8:30 AM

Adjourned: 9:20 AM

MEMBERS PRESENT: Supervisor Bill Goehring, Supervisor Marilyn Montemayor, Supervisor Kurt Jensen, Supervisor Paul Gruber, Citizen Member Jeanne Kliejunas, Citizen Member Jean Beinemann

MEMBERS PRESENT: Supervisor Joe Liebau Jr., Citizen Member Larry Samet
(via Zoom):

MEMBERS EXCUSED: Supervisor Wendy Schobert

ALSO PRESENT: Matthew Strittmater, Starrlene Grossman, Sarah Mueller, Michelle Acevedo, Clarissa Roberts, Tara Duwe, Chris Xiong, Michelle Koch, Andrea Hicks (AHEC Student)

ALSO PRESENT: Stephanie Arndt
(via Zoom)

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

The Chairperson certified compliance with the open meeting law. The notice was posted at 1:00 PM on June 11, 2026.

Approval of Minutes for May 19, 2026

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

Announcements and Correspondence

Public Comment – No public comment was made.

Health & Human Services Director Report – Matthew 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.

Economic Support & Child Support Manager - Clarissa Roberts

Presentation on Act 116 Updates - Economic Support

Accounting Manager - Tara Duwe

Discussion on Health & Human Services First Quarter Variance Report

Review and Approve Vouchers

April 19, 2026 - May 2, 2026

May 3, 2026 - May 16, 2026

May 17, 2026 - May 30, 2026

Supervisor Montemayor moved to approve the vouchers. Citizen Member Kliejunas seconded the motion. 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 Jensen moved to adjourn the meeting. Supervisor Montemayor seconded the motion.

Motion carried with no nay votes. Meeting adjourned at 9:20 AM.

The next scheduled meeting is Tuesday, July 7 at 8:30 AM.

Wendy Schobert, Committee Secretary

Wendy Gorges
Recording Secretary

NEW POSITIONS CREATED

If any new positions are requested, please describe very briefly (a couple sentences) the essential work to be performed by each new position, and give a proposed pay grade for the position. (Consult with HR Director regarding pay grades.)

The positions aren't technically new, but the current job descriptions for all Lead Economic Support Specialists will include additional quality assurance responsibilities. Pay grade: 135.

BUDGET

Identify the specific source of funding for any additional positions being requested. Deletion of other positions may be used as a source of funding if the positions being deleted have already been approved as part of your operational budget.

<i>Job Title</i>	<i>Cost-Rest of Year</i>	<i>Cost-Annual</i>	<i>Source of Funds</i>
Lead Economic Support Specialist	\$31,749 (Sep. - Dec.)	\$95,246	Fully funded by the state
Lead Economic Support Specialist	\$31,749 (Sep. - Dec.)	\$95,246	Fully funded by the state

ADDITIONAL INFORMATION

Is there any other information that the liaison committee or Human Resources Committee ought to have when considering this change? You may attach additional documentation if you wish.

[Empty box for additional information]

ACTION TAKEN

Department Head Signature  Date: 6-24-26

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Distribution: After department head completes form, distribute to liaison committee with copy to Human Resources Director. After liaison committee approval, submit signed original to Human Resources Director.

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES
TABLE OF ORGANIZATION PER CHAPTER 40 OF THE COUNTY CODE

Position	Current Approved HHS 2026 TO			Change Request (if approved)				
	Approved, but Not Budgeted	Budget FT	Budget PT	Budget FTE	Approved, but Not Budgeted	Budget FT	Budget PT	Budget FTE
Accounting Specialist/Senior Accounting Specialist	1	5		5.00	1	5		5.00
Accounting Supervisor		1		1.00		1		1.00
Administrative Assistant	2	15	1	15.75	2	15	1	15.75
APS Worker	1	5		5.0	1	5		5.0
Assistant Behavioral Health Manager		1		1.00		1		1.00
B-3 Coordinator		1		1.00		1		1.00
Case Manager	6	80		80.00	6	80		80.00
Certified Peer Support Specialist		1		1.00		1		1.00
Child Support Specialist		9		9.00		9		9.00
Communications Specialist/Health Educator		1		1.00		1		1.00
Community Outreach Specialist		2		2.00		2		2.00
Contract Specialist		1		1.00		1		1.00
Crisis Case Manager		6		6.00		6		6.00
Dementia & Caregiver Specialist		1		1.00		1		1.00
Deputy Director - HHS		1		1.00		1		1.00
Disability Benefits Specialist		2		2.00		2		2.00
Economic Support Specialist	2	18		18.00	2	18		18.00
Elder Benefits Specialist		1		1.00		1		1.00
Epidemiologist		1		1.00		1		1.00
Foster Care Coordinator		1		1.00		1		1.00
Health & Human Services Director		1		1.00		1		1.00
Health Educator	1	2		2.00	1	2		2.00
Health Promotions Coordinator		1		1.00		1		1.00
Health Strategist		2		2.00		2		2.00
HHS Driver		1		1.00		1		1.00
HHS Manager - ADRC		1		1.00		1		1.00
HHS Manager - Behavioral Health		1		1.00		1		1.00
HHS Manager - CFS		1		1.00		1		1.00
HHS Manager - ES & CS		1		1.00		1		1.00
HHS Supervisor - Aging/ADRC	1	3		3.00	1	3		3.00
HHS Supervisor - BH	1	9		9.00	1	9		9.00
HHS Supervisor - CFS		6		6.00		6		6.00
HHS Supervisor - CS		2		2.00		2		2.00
HS Supervisor - ES		3		3.00		3		3.00
Home Consultant		1		1.00		1		1.00
I&A Specialist	1	8		8.00	1	8		8.00
Intake & Assessment Worker		2		2.00		2		2.00
Kinship Care Coordinator		1		1.00		1		1.00
Lead Case Manager / Licensed Lead Case Manager	1	6		6.00	1	6		6.00
Lead Child Support Specialist		1		1.00		1		1.00
Lead Economic Support Specialist		3		3.00		5		5.00
Meal Site Manager		1		1.0		1		1.0
Medical Assistant		1		1.00		1		1.00
Office Supervisor (new in April 2026)		1		1.00		1		1.00
OWI Treatment Coordinator		1		1.00		1		1.00
Placement Support Specialist		1		1.00		1		1.00
Preparedness Planner		1		1.00		1		1.00
Psychiatric Nurse		1		1.00		1		1.00
Psychologist		1		1.00		1		1.00
Psychotherapist/Psychotherapist (in training)	1	8		8.00	1	8		8.00
Public Health Aide		2		2.00		2		2.00
Public Health Nurse		5	1	5.70		5	1	5.70
Public Health Supervisor		5		5.00		5		5.00
Quality Assurance Assistant		4		4.00		4		4.00
Quality Assurance Specialist		2		2.00		2		2.00
Registered Dietician			3	2.10			3	2.10
Registered Sanitarian	1	4		4.00	1	4		4.00
Senior Accountant		2		2.00		2		2.00
Social Worker		2		2.00		2		2.00
Sr Administrative Assistant		1		1.00		1		1.00
Staff Accountant		1		1.00		1		1.00
System Analyst (new in April 2026)		1		1.00		1		1.00
Transportation Program Assistant		2		2.00		2		2.00
Treatment Court Coordinator		1		1.00		1		1.00
WIC Assistant		2	1	2.80		2	1	2.80
WIC Support Specialist		1		1.00		1		1.00
Total Positions	19	260	6	264.35	19	262	6	266.35