

NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

January 20, 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/88673585282?pwd=fspszdNMSbCgsnrD3QU7emrAicr2OV.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 January 6, 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.

TIC & Equitable Practices Strategist Katy Pruitt & Mental Health Co-Responder Vince Daugharty
Presentation on The Impacts of Trauma Informed Care

Veterans Services Office Director - Craig Stewart

Discussion on Veterans Services Office Fourth Quarter Report and 2025 End of Year Review

Health & Human Services Director - Matthew Strittmater

Consideration of Business Analyst LTE Request

Consideration of Vacant Position Request - Business Analyst LTE

Child & Family Services Manager - Sarah Mueller

Consideration of Out-of-State Travel Request

Review and Approve Vouchers
December 14, 2025 - December 27, 2025
December 28, 2025 - January 10, 2026

Approval of Attendance of Members at Other Meetings or Functions

Reports on Meetings Attended

Adjournment

The next scheduled meeting will be February 3, 2026 at 8:30 AM.

Prepared by:

Wendy Gorges
Recording Secretary

Curt Brauer
Committee Chairperson

Posted: 1/16/26 11:30 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

January 6, 2026

Called to Order: 8:30 AM

Adjourned: 9:14 AM

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

MEMBERS PRESENT: Supervisor Wendy Schobert, Citizen Member Jeanne Kliejunas (via Zoom):

MEMBERS EXCUSED: Supervisor Rebecca Clarke, Citizen Member Anne Sibinski

ALSO PRESENT: Matthew Strittmater, Starrlene Grossman, Sarah Mueller, Michelle (in person) Acevedo, Jackie Moglowsky, Clarissa Roberts, Tara Duwe, Craig Stewart, Chris Xiong, Wendy Gorges, Hannah Janeshek, Michelle Koch

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 8:00 AM on January 5, 2026.

Approval of Minutes for December 2, 2025

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

Announcements and Correspondence

Public Comment – No public comment was made.

Health & Human Services Director Report – Matthew Strittmater

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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.

Veterans Service Office Director - Craig Stewart

Discussion on 2025 Veterans Service Office Report - Third Quarter

Health & Human Services Director - Matt Strittmater

Presentation on 2025 Exit Interview Summary

Health & Human Services ADRC & Operations Manager - Michelle Acevedo

Consideration of Business Analyst LTE Request

Consideration of Vacant Position Request - Business Analyst LTE

Supervisor Goehring moved to approve the requests. Supervisor Montemayor seconded. Motion approved with no nay votes.

Review and Approve Vouchers

November 16, 2025 - November 29, 2025

November 30, 2025 - December 13, 2025

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 Gruber moved to adjourn the meeting. Supervisor Goehring seconded. Motion carried with no nay votes. Meeting adjourned at 9:14 AM.

The next scheduled meeting is January 20, 2026 at 8:30 AM.

Marilyn Montemayor, Committee Secretary

Wendy Gorges
Recording Secretary

**2025 Trauma Informed Care Highlights - Katy Pruitt/TIC Coordinator
Sheboygan County Health and Human Services
January 20th, 2026**

Trauma-Informed Care (TIC) is an approach that recognizes how common stress and trauma are in both the people we serve and our staff, understands how trauma affects the brain, body, and behavior, and works to avoid re-traumatization. It emphasizes cultural responsiveness, addresses inequities, and creates safe, supportive environments that promote healing, resilience, and better outcomes.

2025 Goals (please contact Katy Pruitt @ katherine.pruitt@sheboygancounty.com or Wendy Gorges, if you are unable to access this document.)

This Year's Theme: Communication

Quote: *"Communication isn't just talking, it's how we create safety, connection & understanding together."*

Goals:

1. Build trust and connection
2. Strengthen leadership and teamwork
3. Encourage curiosity, listening and empathy
4. Support TIC Culture by reducing misunderstandings & conflict
5. Help staff felt seen, heard and supported

Strategies:

1. TIC Talk newsletter (articles, videos, etc)
2. Training opportunities
3. Book clubs
4. TIC library & various other resources

SCHHS Strategic Plan:

1. TIC Environment - new staff space
2. Internal and External Feedback opportunities (ongoing) created (starting in 2026 1st quarter)
3. Educating and Supporting Leadership (ongoing)
 - a. Secondary Traumatic Stress Core Competencies
 - b. Neurodivergent-affirming Supervision
 - c. Reflective Supervision
 - d. And more
4. Policy/Procedure
 - a. Mission, Vision and Values Policy Assessment tool
 - b. 1:1 Supervision

2025 Trauma Informed Care Highlights - Katy Pruitt/TIC Coordinator Sheboygan County Health and Human Services January 20th, 2026

Training & Educational Opportunities:

- Provided:
 - 6 External
 - 22 Internal (89.5 Internal Social Work CEU offered to our staff)
- Attended: 1,387 times in total

Critical Incident Stress Management Support (Debriefings and 1:1 Peer Support)

- 38 Staff requested 1:1 Peer support (individual)
- 32 Individuals provided debriefing support after a crisis (group)

Staff Enrichment, Education, Development and Support (SEEDS) Team Activities Include:

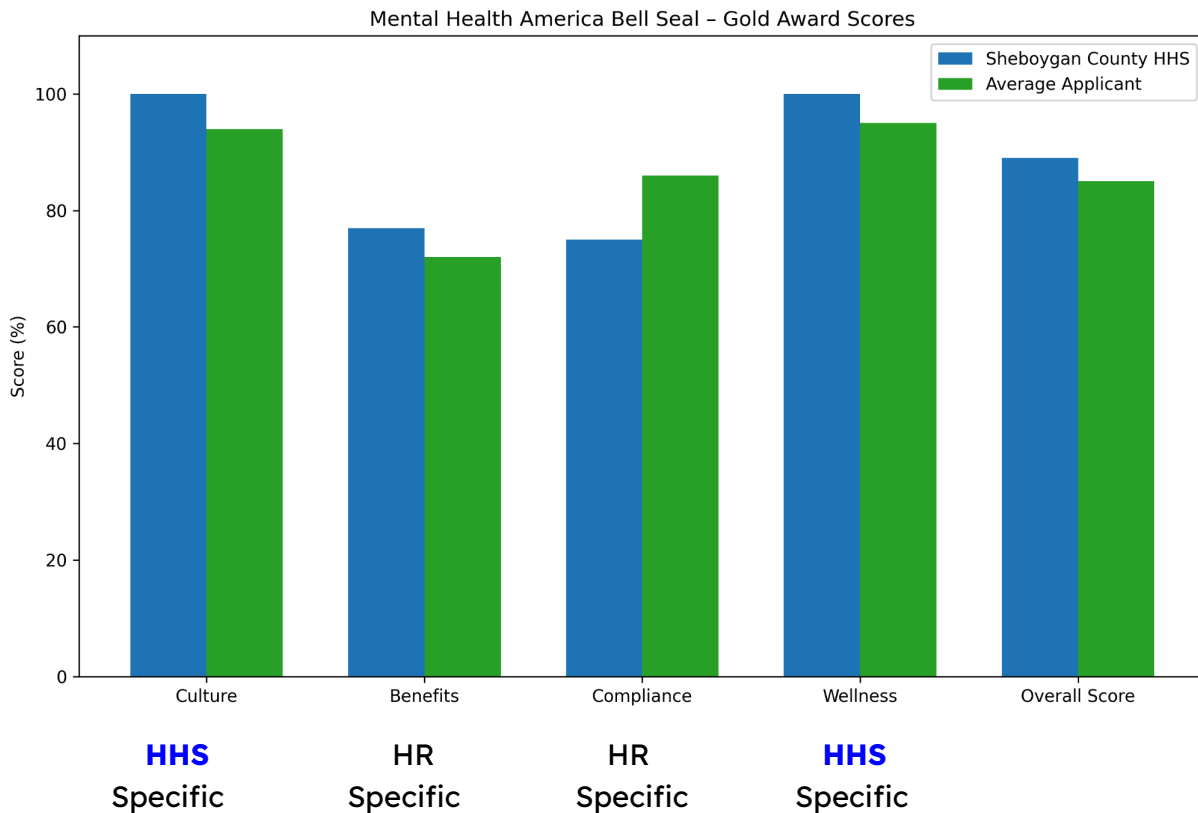
- 3 Book Clubs attended by 58 staff
- Inservice day assistance and educational opportunities
- Various mindfulness and movement opportunities
- Paws, Please Comfort Dogs in all locations
- Chair Massages (held several times monthly)
- TIC and Mental Health Awareness Month's Film Festival/Discussions
- Various inspirational, team building and recreational activities

Bell Seal: Awarded the Gold Seal

In 2025, Sheboygan County Health and Human Services is a proud recipient of the national Mental Health America's Gold Bell Seal for Workplace Mental Health, awarded for our commitment to employee mental health and well-being. This designation reflects the dedication of our organization to trauma informed practices within our workplace. To achieve this designation, HHS practices were scored in the areas of workplace culture (100%), benefits to and holistic wellness at work (100%). County HR practices also influenced our scores: support mental health (77%), caring beyond compliance (75%)

See chart next page

**2025 Trauma Informed Care Highlights - Katy Pruitt/TIC Coordinator
Sheboygan County Health and Human Services
January 20th, 2026**



2026 Goals (please contact Katy Pruitt @ katherine.pruitt@sheboygancounty.com or Wendy Gorges, if you are unable to access this document.)

In 2026, we will celebrate our 10th Anniversary of TIC. Please join us at our events to include:

1. What Lies Inside Documentary and panel discussion - Mead Library and HHS (May)
2. HHS picnic - June
3. Interview with WTMJ??

**THANK YOU FOR YOUR ONGOING SUPPORT
OF THE WORK WE DO AT SCHHS!!!**

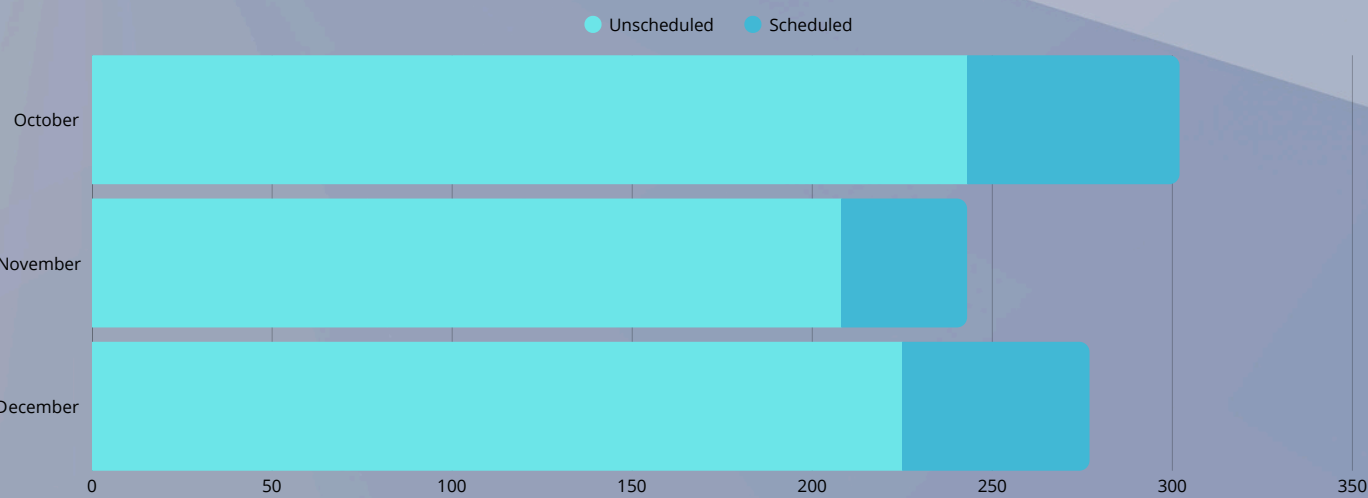
Veterans Service Office 2025 Q4 Update



OUTREACH AND COMMUNITY PARTNER MEETINGS

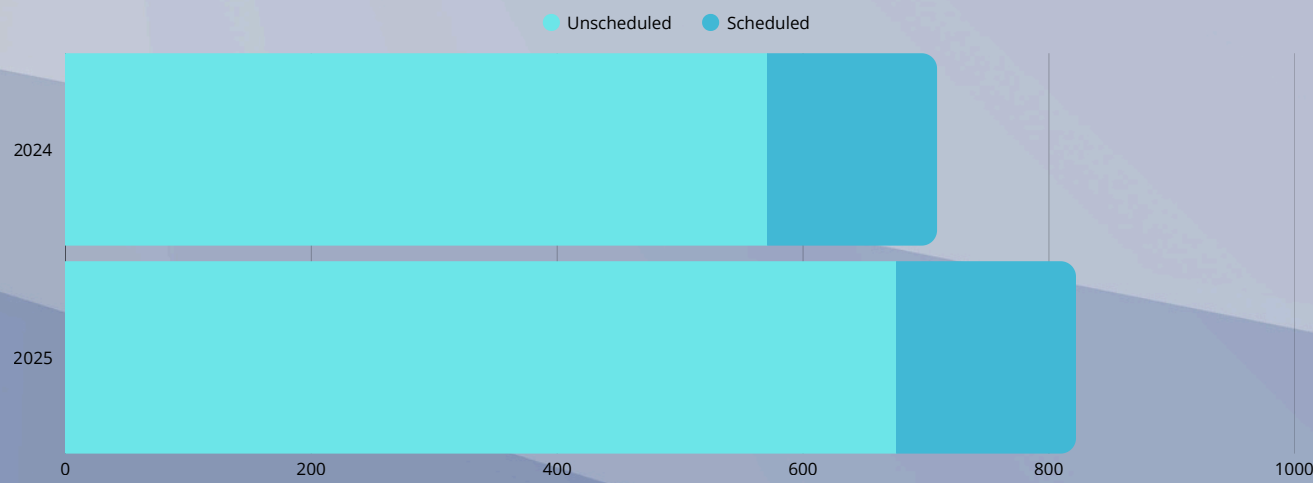
- Make Your Mark Job Fair at Blue Harbor
- Rocky Knoll Veterans Breakfast
- Community Partner Meeting with Embrace Behavioral Health
- Sheboygan Christian High Veterans Day Program
- Moderate veteran panel at Rotary Club program
- Sheboygan South High School Veterans Day Program
- Attend American Legion Post 243 Meeting
- WDVA Monthly Training
- Sheboygan Area Veterans Treatment Court Hearings

Customer Activity This quarter



- October - 243 unscheduled customers and 59 scheduled appointments
- November - 208 unscheduled customers and 35 scheduled appointments
- December - 225 unscheduled customers and 52 scheduled appointments

Customer Activity Q4 2024 v Q4 2025



- 4th quarter of 2024 we served 709 customers.
- 4th quarter of 2025 we served 792 customers.
- 12 % increase in customers served.

SHEBOYGAN AREA VETERANS TREATMENT COURT

The Sheboygan Area Veterans Treatment Court (SAVTC) is a specialized program designed to assist U.S. military veterans who have committed criminal offenses linked to treatable behavioral health issues. Its objectives include reducing recidivism, promoting sobriety, ensuring compliance with treatment, and enhancing the overall well-being of veteran participants.

Current

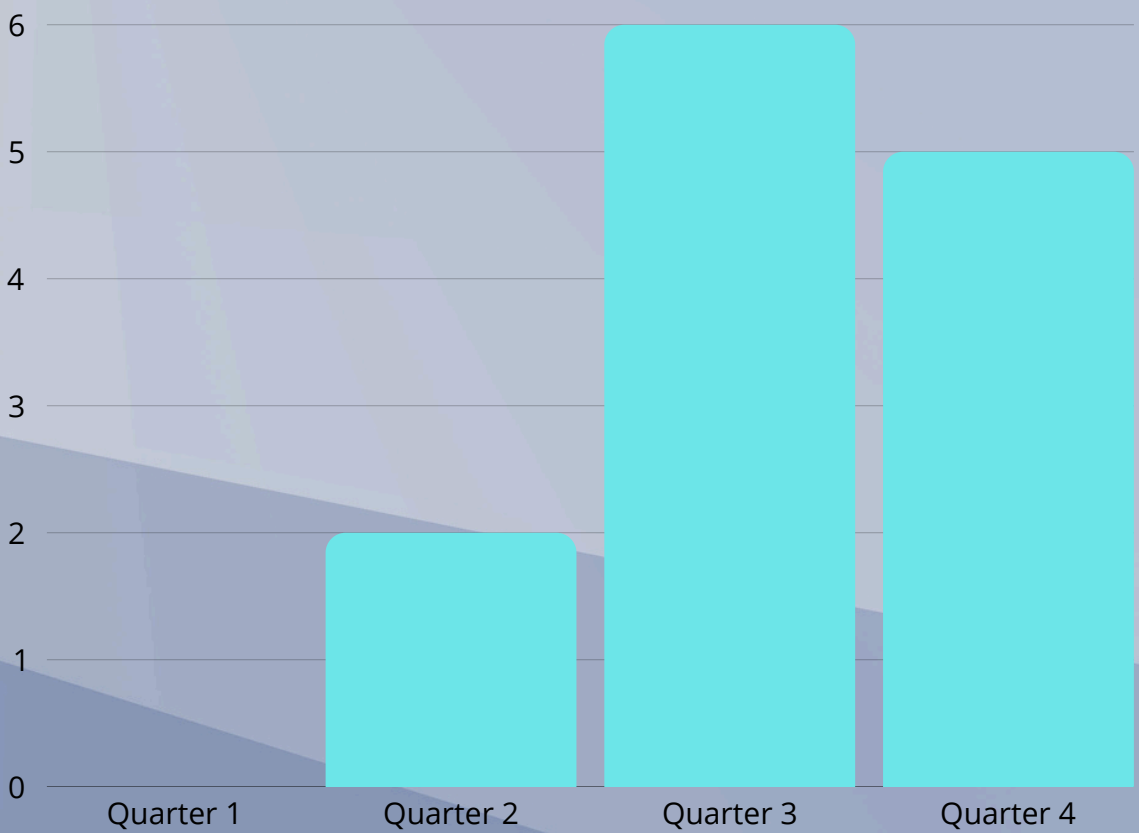
- 6 current veteran participants
- 47 graduations to date



VETERANS SERVICE COMMISSION

The County Veterans Service Commission (CVSC), is composed of three honorably discharged veterans, appointed by the Sheboygan County Board Chair, who administer an emergency assistance program. This program provides financial assistance to veterans and eligible dependents in need.

There were five applications submitted to the CVSC and four were approved in the 4rd quarter.



Veterans Service Office 2025 Year End Update

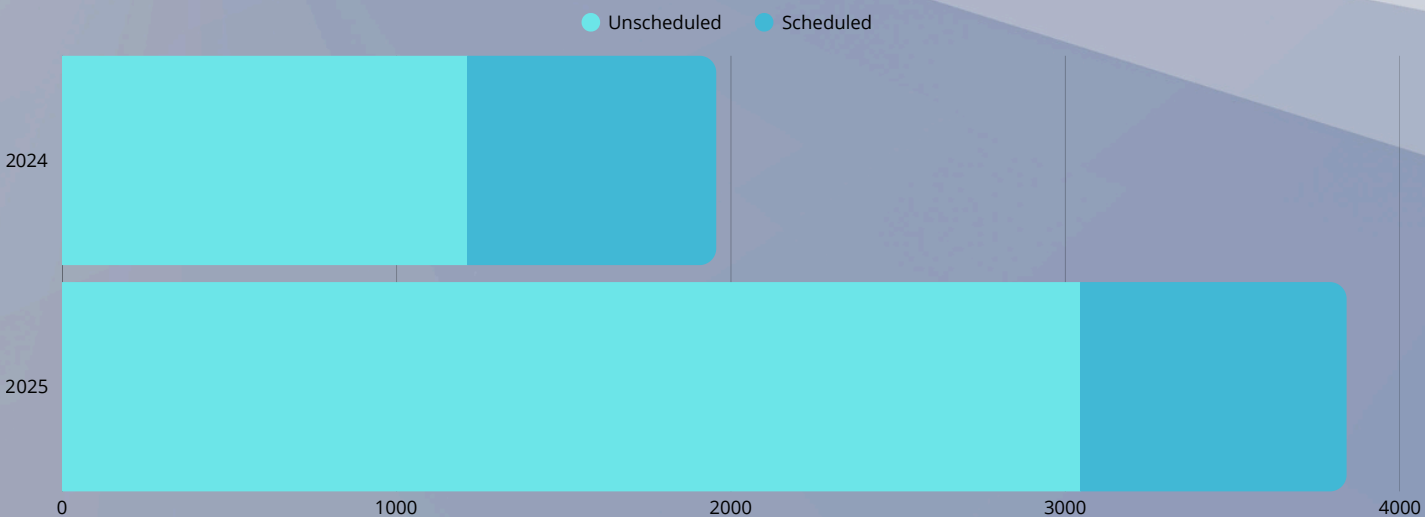
Annual Service Demand & Office Utilization Summary

Throughout the year, the Veterans Service Office experienced sustained and increasing demand for services, with both scheduled appointments and unscheduled activity remaining consistently high. This pattern reflects the growing complexity of veteran benefit programs, increased awareness of available services, and the office’s role as a primary access point for veterans and their families. Over the course of the year:

- Customer volume increased significantly compared to the prior year, indicating continued growth rather than a temporary surge.
- A substantial portion of service delivery occurred through unscheduled interactions, requiring ongoing staff flexibility and real-time case management.
- Appointment capacity remained fully utilized while walk-in demand continued to rise, resulting in sustained full utilization of staff time and available resources.

These trends demonstrate that the Veterans Service Office is operating at a high level of utilization and continues to play a critical role in connecting veterans to earned benefits, stabilizing households, and supporting long-term well-being within the community.

Customer Activity 2024 v 2025

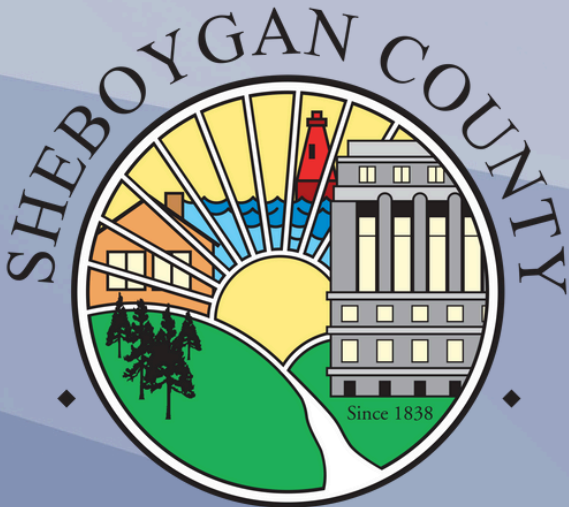


2024 total customers served: 1,956
2025 total customers served: 3,841

Growth in Customers Served

Service demand increased substantially compared to the previous year, reinforcing the Veterans Service Office as a high-use, high-impact County service

**96 %
Customer
Growth!**



WISCONSIN

SHEBOYGAN AREA VETERANS TREATMENT COURT

The Sheboygan Area Veterans Treatment Court (SAVTC) is a specialized program designed to assist U.S. military veterans who have committed criminal offenses linked to treatable behavioral health issues. Its objectives include reducing recidivism, promoting sobriety, ensuring compliance with treatment, and enhancing the overall well-being of veteran participants.

2025 Impact

- 11 Participants in 2025
- 5 Successfully Completed
- 6 Actively Receiving Treatment

**78 %
Completion Rate
Overall!**

Veterans Treatment Court promotes accountability and treatment compliance, resulting in fewer repeat justice system interactions and reduced strain on County services.

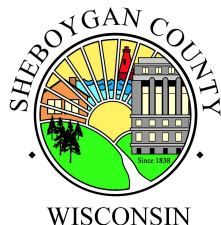
VETERANS SERVICE COMMISSION ANNUAL SUMMARY

The County Veterans Service Commission provides targeted, short-term financial assistance to eligible veterans and dependents experiencing temporary hardship. The program is designed to stabilize critical needs early and prevent escalation into more costly County services.

During the year:

- 13 applications for emergency assistance were reviewed, with 11 approved following Commission review.
- A total of \$16,600 in assistance was distributed, focused on essential stabilization needs:
 - \$11,900 in rental assistance to prevent housing disruption
 - \$3,000 toward a furnace replacement to maintain safe and habitable housing
 - \$1,400 in food assistance
 - \$300 in fuel assistance
- All requests were reviewed by the Veterans Service Commission, composed of honorably discharged veterans, ensuring consistent oversight and responsible stewardship of limited funds.

The Veterans Service Commission continues to function as a cost-effective safety net, addressing urgent needs before they develop into larger financial, housing, or health-related crises requiring more intensive County intervention.



SHEBOYGAN COUNTY

Matthew Strittmater - Director

Health and Human Services Department

Date: 1-9-2026

Request for Limited Term Employee (LTE) Business Analyst 1

Health & Human Services (HHS) is requesting the ability to hire a short-term, part-time LTE position to address challenges associated with a vital and unique position that is vacant as of 1/3/26. In collaboration with the HHS Operations Manager, this LTE would coordinate, administer, and supervise all essential duties of administrative support staff. In addition, the LTE would have primary responsibility to maintain timely data entry, troubleshooting system issues, and supporting staff who rely on the SmartCare electronic health record.

The individual who filled this position for many years until retiring on 1-3-25 is interested and would be available to fill an LTE opportunity on a part-time basis. Taking advantage of this opportunity will protect ongoing progress with electronic health record development, and enhance support to administrative staff serving many divisions of HHS.

Position Details:

- **Title:** Business Analyst 1 (LTE)
- **Hourly Wage:** \$60.00
- **Weekly Hours:** 10 - 30 hours/week depending on individual availability and HHS need.
- **Duration:** Up to 6 months, and including potential for overlap of new hire to minimize transition.
- **Funding Source:** Health & Human Services 2026 budget (vacant 1.0 FTE position savings)
- **Justification:** The Business Analyst 1 LTE is a unique position that not only oversees administrative support staff that serve multiple divisions, but is also responsible for supporting and developing the SmartCare program, including electronic charting, system functionality, data reporting, and customer data management.

Sincerely,

Matthew Strittmater

Sheboygan County Health and Human Services Director



SHEBOYGAN COUNTY VACANT POSITION REQUEST FORM

DATE: 1/9/2026
DEPT HEAD NAME: Matt Strittmater
POSITION TITLE: Business Analyst 1 - LTE
POSITION CONTROL NUMBER: No. Needed? No
PAY GRADE: 145
REASON FOR VACANCY: Resignation

JUSTIFICATION FOR FILLING POSITION

Leads software development (SmartCare) for the department; assures functionality and performance. Coordinates, administers, supervises and participates in all essential duties of the administrative support staff. Assigns work, develops employees, and monitors performance through the supervision of staff. In addition, the business analyst evaluates identified processes of issue, create a new, more efficient process, and include cost-benefit information tied directly to each process step. The request includes the potential for 1-2 weeks of overlap with whoever fills the role of EHR management to assist with orientation and training.

STAFFING CONSIDERATION:

Department has considered all alternate options as it relates to overall staffing needs? Yes

BUDGET

Is this a position within the departments annual operation budget? Yes

If not, please state the amount over budget as well as the proposed source of funds.

COST

The annual cost associated with the position (current year wage & benefit rates)

WAGE	BENEFIT	TOTAL
\$60.00/hr		10-30 hours/wk - up to 6 months

Note: Cost for health and dental benefits should be net cost, after subtracting revenue from employee contrib

County
Administrator/
Department
Head :

Date: 1-9-26

Human
Resources:

Date: 01-09-2026

If position changed:

Liasion

Committee: _____

Date: _____

HR Committee: _____



Date: _____

1/12/26



SHEBOYGAN COUNTY

Sarah Mueller – Manager
Child and Family Services
Health and Human Services Department

January 5, 2026

TO: Health & Human Services Committee

FROM: Sarah Mueller- Child & Family Services Manager

RE: Out of State Travel Request

Barb Holt, one of our Youth Justice staff is currently the President of the Wisconsin Juvenile Court Intake Association (WJCIA) and is requesting to attend the 2026 National Conference on Juvenile Justice that is being hosted by the National Council of Juvenile and Family Court Judges (NCJFCJ) as part of her role as President.

The annual national conference will be taking place in Minneapolis, MN from Sunday, March 15 to Wednesday, March 18, 2026. She is requesting that she be approved to attend the conference on work time. All other expenses including conference registration, mileage, hotel, parking, and meals are expected to be covered by WJCIA.

The conference will include breakout sessions on juvenile justice, trafficking, child welfare, best court practices, and innovative solutions. Information from these sessions can be shared with the Sheboygan County Youth Justice team. As a Board Member of WJCIA, Barb is also part of the Conference Committee; an annual state conference is planned in Wisconsin and attended by Sheboygan County Youth Justice team members and others from throughout the state. Information from the national conference guides topics that are presented in Wisconsin at the conference.

I am requesting approval for out-of-state travel and work hours for Barb to participate in the national conference.

Thank you for your consideration of this request.

Sarah Mueller
Child & Family Services Manager
Sheboygan County DHHS