

NOTICE OF MEETING

SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

June 21, 2022 8:30 AM

Health & Human Services Building
1108 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/83715340522?pwd=T1o3UIBINVpYWWpEbm9jeUM1dFV4Zz09>

Meeting ID: 837 1534 0522

Passcode: 420020

*** AGENDA ***

Call to Order and Introductions
Certification of Compliance with Open Meeting Law
Approval of Minutes for June 7, 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.

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

Economic & Child Support Manager – Tim Gessler

Consideration of Vacant Position Request – Human Services Professional – Economic Support (1)

Consideration of Vacant Position Request – Human Services Professional – Economic Support (2)

Review and Approve Vouchers

May 22, 2022 – June 4, 2022

Approval of Attendance of Members at Other Meetings or Functions

Reports on Meetings Attended

Adjournment

Next Scheduled Meeting will be July 5, 2022 at 8:30 AM

Prepared by:

Wendy Gorges
Recording Secretary

Curt Brauer
Committee Chairperson

Posted: 6/16/2022 at 4:45 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
1108 North 8th Street
Sheboygan WI
Room 372

June 7, 2022

Called to Order: 8:30 AM

Adjourned: 10:19 AM

MEMBERS PRESENT: Supervisor Curt Brauer, Supervisor Bill Goehring, Supervisor Rebecca Clarke,
(in person) Supervisor Marilyn Montemayor
Citizen Member Larry Samet

MEMBERS PRESENT: Supervisor Wendy Schobert
(via Zoom) Citizen Members Diane Oppeneer, Jeanne Kliejunas

MEMBERS ABSENT: Supervisor James Coulson

ALSO PRESENT: Matthew Strittmater, Starrlene Grossman, Michelle Acevedo,
(in person) Jackie Moglowsky, Tim Gessler, Tara Duwe, Craig Stewart, 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 10:45 AM on June 3, 2022.

Approval of Minutes for May 17, 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.

Health and Human Services Director – Matt Strittmater

Discussion on the Health and Human Services Budget – First Quarter Forecast

Review and Approve Vouchers

April 24, 2022 – May 7, 2022

May 8, 2022 – May 22, 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

Adjournment

Supervisor Montemayor moved to adjourn the meeting. Citizen Member Samet seconded.
Motion carried with no nay votes. Meeting adjourned at 10:19 AM.

The next scheduled meeting will be held June 21, 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)

WISCONSIN

Date: 6/2/2022
To: Health & Human Services Committee Members
From: Sarah Mueller

Position Request:

Position: Human Service Professional - Child Protection
Reason for Vacancy: Resignation

Justification:

The Human Services Professional – Child Protection position is a mandated service under Chapter 48 of Wisconsin Statutes related to the investigation of child abuse and neglect and to case management. The primary job duties include assessment of children and families at safety risk, advocacy for services, court work, and collaboration with the courts, law enforcement, corporation counsel, and support services. This position will be assigned to Child Protection Intake. If the position is filled with an internal candidate, the request is to backfill the vacant position.

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
\$53,694-\$68,847	\$33,416-\$35,755	\$87,110-\$104,602

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

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

Human Resources Director Signature  Date: 06/06/2022

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)

WISCONSIN

Date: 6/13/2022
To: Health & Human Services Committee Members
From: Tim Gessler, Economic & Child Support Manager

Position Request:

Position: Human Services Specialist - Economic Support
Reason for Vacancy: Resignation

Justification:

The Human Services Specialist - Economic Support position provides the BadgerCare, Medicaid, FoodShare, and Wisconsin Shares services and benefits that we provide to our consumers. The new hire will require four to six months of training and additional months of experience prior to being given a full workload. During the time of the hiring process, and training period, the remaining team members will have to cover the workload and Capital IM Consortium Call/Change Center responsibilities. It is important that this position be filled as soon as possible so the new hire can begin training in preparation for the ongoing work associated with this vacancy. This position is 80% funded by State and Federal grants. The department requests permission to backfill if a scenario occurs where this position is filled with an internal candidate.

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):

Wages	Benefits	Total
\$44,075 - \$64,369	\$31,317 - \$34,164	\$75,392 - \$98,533

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

County Administrator/Department Head Signature  Date: 6-14-22
 Human Resources Director Signature  Date: 06/16/2022
 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.
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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)

WISCONSIN

Date: 6/13/2022
To: Health & Human Services Committee Members
From: Tim Gessler, Economic & Child Support Manager

Position Request:

Position: Human Services Specialist - Economic Support
Reason for Vacancy: Promotion

Justification:

The Human Services Specialist - Economic Support position provides the BadgerCare, Medicaid, FoodShare, and Wisconsin Shares services and benefits that we provide to our consumers. The new hire will require four to six months of training and additional months of experience prior to being given a full workload. During the time of the hiring process, and training period, the remaining team members will have to cover the workload and Capital IM Consortium Call/Change Center responsibilities. It is important that this position be filled as soon as possible so the new hire can begin training in preparation for the ongoing work associated with this vacancy. This position is 80% funded by State and Federal grants. The department requests permission to backfill if a scenario occurs where this position is filled with an internal candidate.

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):

Wages	Benefits	Total
\$44,075 - \$64,369	\$31,317 - \$34,164	\$75,392 - \$98,533

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

County Administrator/Department Head Signature *Matt Smith* Date: 6-14-22

Human Resources Director Signature *Debra A. Mill* Date: 06/16/2022

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Process:

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5. HR begins recruitment process.