

## NOTICE OF MEETING

### SHEBOYGAN COUNTY HEALTH & HUMAN SERVICES COMMITTEE

**April 4, 2023**

**8:30 AM**

Health & Human Services Building  
1011 North 8<sup>th</sup> 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/89984597909?pwd=N0IKVG1zYUd5Tnlscy9SUHFncXkwZz09>

Meeting ID: 899 8459 7909

Passcode: 007002

#### **\* AGENDA \***

Call to Order and Introductions

Certification of Compliance with Open Meeting Law

Approval of Minutes for March 21, 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.

Health & Human Services Director – Matt Strittmater

Discussion on Exit Interview Summary

Accounting Manager – Tara Duwe

Consideration of Vacant Position Request – Accounting Specialist

Behavioral Health Manager – Jackie Moglowsky

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

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

Review and Approve Vouchers

March 12, 2023 – March 25, 2023

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

Adjournment

Next Scheduled Meeting will be April 18, 2023 at 8:30 AM

Prepared by:

Wendy Gorges  
Recording Secretary

Curt Brauer  
Committee Chairperson

Posted: 3/31/23 1:48 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 8<sup>th</sup> Street  
Sheboygan WI  
Room 372

**March 21, 2023**

**Called to Order: 8:30 AM**

**Adjourned: 9:25 AM**

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

MEMBERS PRESENT: (via Zoom) Citizen Members Jeanne Kliejunas, Diane Oppeneer, Larry Samet

MEMBERS ABSENT: Supervisor James Coulson, Supervisor Rebecca Clarke

ALSO PRESENT: (in person) Alayne Krause, Vernon Koch, Matthew Strittmater, Sarah Mueller, Starrlene Grossman, Tara Duwe, Michelle Acevedo, Jackie Moglowsky, Tim Gessler, Ruth Ruiz, Allison Brunette, Wendy Gorges, Sheriff Cory Roeseler (9:19am)

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 4:30 PM on March 17, 2023.

Approval of Minutes for March 7, 2023

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 – 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.

ADRC Service Coordinator – Allison Brunette

Presentation on the Health Promotions Programs

Health & Human Services Director – Matthew Strittmater

Discussion on the Neighborhood Support Program (Ruth Ruiz present)

Discussion on the Health & Human Services 2022 Annual Report

Economic & Child Support Manager – Tim Gessler

Consideration of Vacant Position Request – Human Services Specialist (Child Support)

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

ADRC & Operations Manager – Michelle Acevedo

Consideration of Vacant Position Request – Human Services Manager (Supervisor-Elder Services)  
Citizen Member Kliejunas moved to approve the request. Supervisor Goehring seconded. Motion carried with no nay votes.

Review and Approve Vouchers

February 26, 2023 – March 11, 2023

Supervisor Goehring moved to approve the vouchers. Supervisor Schobert 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 Goehring moved to adjourn the meeting. Supervisor Schobert seconded. Motion carried with no nay votes. Meeting adjourned at 9:25 AM.

The next scheduled meeting will be April 4, 2023 at 8:30 AM.

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Marilyn Montemayor, Committee Secretary

Wendy Gorges  
Recording Secretary



# SHEBOYGAN COUNTY

**Matthew Strittmater - Director**  
*Health and Human Services Department*

## **Exit Interview Summary (7/15/20 – 3/10/23)**

### **Attrition (approximate)**

- 2021 19 separations (8.8%)
- 2022 22 separations (10%)
- 2023 8 (as of 3/24/23)

**Exit Interviews:** 74% (39 of 53) of staff who left since 7/15/20 completed an exit interview.

What prompted you to leave Sheboygan County HHS (choose all that apply)?

1. Retirement – 29%
2. Career advancement – 22%
3. Compensation – 18%

Was the position what you thought it would be?

- Yes – 81%
- No – 12%

Did you have the resources you needed to do your job effectively?

- Yes – 82%
- No – 12%

Was there a specific person or event that led to you leaving?

- Yes – 26%
- No – 74%

Is there something we could have done that would have kept you here?

- Yes – 26% *Part-time and culture related issues were only themes.*
- Not sure – 23%
- No – 51%

Would you recommend Sheboygan County HHS to a friend as a great place to work?

- Yes – 87%
- No – 13%

What did you like most about working for Sheboygan County HHS?

- Teamwork/coworkers - 65%
- Leadership – 21%
- Type of work – 15%

What did you like the least?

- Nothing – 43%
- Leadership – 23%
- Paperwork - 17%



# Sheboygan County

## VACANT POSITION REQUEST

(To be completed for all vacant positions)

**Date:** 4/4/2023

**To:** Health & Human Services Committee Members

**From:** Jaclyn Moglowsky, Behavioral Health Manager

**Position Request:**

**Position:** Human Services Professional – Mental Health Specialist (Crisis I&A)

**Reason for Vacancy:** Changed Position

**Justification:**

This position is part of the crisis team of the Behavioral Health Division. This position is responsible for providing linkage of services to community members who present in person or via phone. This specialist meets with individuals, determines their needs, offers options, and makes referrals to appropriate and desired services. These can be internal or community partner services. 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 ☐

The person who left this position was grandfathered in at a C43 level even though the position itself is classified as a C42.

**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 - \$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 Walt O'Brien Date: 3-21-23

Human Resources Director Signature Alayne Krause Date: 3/24/2023

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:** 4/4/2023

**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:**

**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 Walt Schultz Date: 3-21-23

Human Resources Director Signature Alayne Krause Date: 3/24/2023

Liaison Committee Signature \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Committee Signature \_\_\_\_\_ Date: \_\_\_\_\_

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