

AGENDA  
WEDNESDAY, OCTOBER 4, 2023, 9:00 AM  
OCONTO COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD  
301 WASHINGTON STREET, COURTHOUSE BUILDING "A" COUNTY BOARD ROOM #3041  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)

This is an open meeting of the Oconto County Health and Human Services Board. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting by forwarding the complete agenda to the newspapers and to all news media who have requested the same, as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website: [www.co.oconto.wi.us](http://www.co.oconto.wi.us)

1. Call Meeting to Order
2. Approval of Agenda
  - 2.1. Changes in Sequence
  - 2.2. Removal of Items
3. Approval of Minutes of Previous Meetings (Enc.)
4. Communications
5. Statement of County Mission, Vision, Values (No Action to be taken)
6. Resolution Appointing Oconto County Health Officer (Enc.)
7. Approval of 2023 Amended Fee Schedule (Enc.)
8. Approval of 2023 Contracts; Bay Area Behavior Consulting (Enc.)
9. Approval of Budget Adjustments
10. Review of Prior Months Vendor Payments
11. Board of Health Report (No Action to be taken)
12. Manager Division Reports (No Action to be taken)
13. Approval of Attendance at Non-County Meeting(s)
14. Announcements/General Information (no action to be taken)
15. Set Next Meeting Date(s)
16. Adjournment

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk's office at 920-834-6800 at least 24 hours before the meeting begins, so appropriate accommodations can be made.

Persons who are members of another governmental body but who are not members of this committee may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

cc: Committee (FTP); County Administrator, Finance Director, Corporation Counsel, Human Resource Director, Deanna Tachick; County Website; Central File, Official Posting Location (Physical Copy)

wsd/Date Posted: 09-27-2023

**MINUTES**  
**WEDNESDAY, SEPTEMBER 6, 2023**  
**OCONTO COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD**  
**301 WASHINGTON STREET, COURTHOUSE BUILDING "A" COUNTY BOARD ROOM #3041**

**(Draft minutes until approved by Board)**

BOARD PRESENT: Tom Bitters, Barton Schindel, Jolene Barkhaus, Judith Buhrandt, Carole Heise, Stephanie Holman, Kathy Gohr, Carolyn Barke, Karl Ballestad

BOARD ABSENT: None

OTHERS PRESENT: Al Sleeter, County Board Chair; Erik Pritzl, County Administrator; Scott Shackelford, Director; Betty Bickel, Deputy Director/Operations Manager; Will Kline, Vocational Service Manager; Debra Konitzer, Public Health Manager; Chris Hanke, Community Services Manager; Heather Ondik, Economic Support Manager; Carrie Kleinschmidt, Family Services Manager; Erin Helman, Family Services Supervisor; Kyla Soper, Family Services Supervisor; Beth Ellingson, Corporation Counsel; Shelly Schultz, Human Resources Director; David Behrend, County Board Supervisor; Wendy Dey, Confidential Secretary

**1. Call Meeting to Order**

The meeting was called to order at 9:00 a.m. by Chair Bitters.

**2. Approval of Agenda**

2.1 Change in Sequence – None

2.2 Removal of Items – None

Motion by Gohr/Barke to approve the agenda as written. The motion was voted on and carried.

**3. Approval of Minutes of Previous Meeting**

Motion by Barkhaus/Holman to approve the August 9, 2023 meeting minutes as presented. The motion was voted on and carried.

**4. Communications**

- Betty Bickel, Deputy Director/Operations Manager, read an email received from the Community Services Division thanking Wendy Dey, Confidential Secretary, for contacting local businesses to obtain free activities for the youth to utilize during the children's summer program at New Beginnings in Gillett, WI.

**5. Approval of 2024 Budget Proposal**

Bickel gave an overview of the proposed 2024 budget. Following discussion, motion by Holman/Barkhaus to forward the 2024 Health and Human Services budget to Administration to take to County Board. The motion was voted on and carried.

**6. Approval of 2023 Contract Amendment; Software Expressions Inc.**

Debra Konitzer, Public Health Manager presented a 2023 contract amendment for approval. Motion by Gohr/Barke to approve the 2023 contract amendment as presented. The motion was voted on and carried.

**7. Approval of Budget Adjustments**

Following discussion, motion by Holman/Schindel to approve the Budget Adjustments. The motion was voted on and carried.

**8. Review of Prior Months Vendor Payments**

The Board reviewed vendor payments for August 2023.

**9. Board of Health Report**

- Debra Konitzer, Public Health Officer/Public Health Manager reported on oral health. All of the school districts in the County participate in the Seal A Smile program. This program is offered by Northlakes Community Clinic and provides children with fluoride varnish treatments and sealants. One in five children have untreated tooth decay.
- Konitzer reported on a Fentanyl education campaign they are partnering with Brown County Public Health and other regional County Public Health Departments. 21 advertisements are scheduled to run during Packer games on channel 11.
- Konitzer reported that the Safe Kids Collation signs, Helmets Save Lives and Headlights On, have been made and will be placed on local ATV trails.
- Konitzer also reported that two human health hazard cases have been closed as the orders have been met.

#### **10. Manager Division Reports**

- Economic Support Division: Heather Ondik, Economic Support Manager, reported that call center coverage shifts increased from 75 in August of 2022 to 90 in August of 2023. Ondik reported that fraud overpayments is currently exceeding \$120,000.00. Ondik also reported that both the quality control meeting with the Wisconsin Department of Children and Families and annual visit with the Wisconsin Department of Health Services went very well.
- Community Services Division: Chris Hanke, Community Services Manager, reported that September is National Suicide Prevention Month.
- Vocational Services Division: Will Kline, Vocational Services Manager, reported that the New Beginnings Calendar Raffle tickets are now on sale. Tickets are \$10 each, there are 63 prizes this year. Drawings to be held daily starting on October 1<sup>st</sup>, there are a lot of great prizes again this year.
- Family Services Division: Erin Helman, Child Welfare Supervisor, reported that drug related child protective services cases continue to be an ongoing struggle.

#### **11. Approval of Attendance at Non-County Meeting(s)- None**

#### **12. Announcements/General Information (no action to be taken) - None**

#### **13. Set Next Meeting Date(s)**

Next regular meeting is scheduled for Wednesday, October 4, 2023

#### **14. Adjournment**

Chair Bitters declared the meeting adjourned at 10:20 a.m.

Wendy Dey, Confidential Secretary

Date Posted: 9/8/2023