

AGENDA  
WEDNESDAY, MAY 3, 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. Election of Officers
3. Approval of Agenda
  - 3.1. Changes in Sequence
  - 3.2. Removal of Items
4. Approval of Minutes of Previous Meetings (Enc.)
5. Communications
6. Resolution (Enc.)
7. ADRC Governing Board Appointment (Enc.)
8. Child Care Expansion Agreement – Approval of Language (Enc.)
9. Discussion Board Reference Packet
10. Approval of 2023 Contracts; Macht Village Programs Inc., Almost Family Personal Care, LLC, Shine Sound Therapy, LLC, St. Charles Youth & Family Services, Inc. (Enc.)
11. Approval of Budget Adjustments
12. Review of Prior Months Vendor Payments
13. Discussion Oconto County Health and Human Service Board Bylaws
14. Board of Health Report
15. Manager Division Reports
16. Approval of Attendance at Non-County Meeting(s)
17. Announcements/General Information (no action to be taken)
18. Set Next Meeting Date(s)
19. 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, HHS Division Managers, Tom Bitters, Stephanie Holman, Barton Schindel, Deanna Tachick, Media (via email); County Website; Central File, Official Posting Location (Physical Copy)

wsd/Date Posted: 04-27-2023

**MINUTES**  
**WEDNESDAY, APRIL 5, 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; Carrie Kleinschmidt, Family Services Manager; Erin Helman, Family Services Supervisor; Kyla Soper, Family Services Supervisor; Beth Ellingson, Corporation Counsel; David Behrend, County Board Supervisor; Jessica Ahrens, Clinical Therapist; 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 Heise/Schindel to approve the agenda as written. The motion was voted on and carried.

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

- Motion by Schindel/Barke/ to approve the March 8, 2023 meeting minutes as presented. The motion was voted on and carried.

**4. Communications**

- Chris Hanke, Community Services Manager, introduced Clinical Therapist, Jessica Ahrens.
- Barkhaus shared that Northwoods Recovery will be having their grand opening at the Cafe Lounge, on Main Street in Oconto, on May 13, 2023 from 1:00 to 4:00. They will be offering Drug and Alcohol harm reduction services, including, peer support, recovery coaches, weekly meetings, and more.

**5. WCA Health & Human Services Steering Committee Update-County Administrator**

Pritzl shared highlights of the last WCA Health & Human Services Steering Committee Meeting which was held on March 24, 2023. Discussion followed.

**6. 2022 Annual Report Presentation**

Each Divisional Manager reviewed their area of the 2022 Annual Report with the Board. Discussion followed. Following the discussion, Committee directed the report to be sent to the full County Board for review at the April 18, 2023 meeting.

**7. Approval of 2022 Contract Amendments**

Chris Hanke, Community Services Manager, and Carrie Kleinschmidt, Family Services Manager presented 2022 contract amendments for approval. Following discussion, motion by Gohr/Heise to approve the 2022 contract amendments as presented. The motion was voted on and carried.

**8. Approval of Budget Adjustments**

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

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

The Board reviewed vendor payments for March 2023.

**10. Board of Health Report**

- Debra Konitzer, Public Health Officer/Public Health Manager reported that the State DHS 140 Review will be occurring on May 11, 2023 at 1:00, she encouraged the Board to attend.
- Konitzer also reported about rabies. There is a current shortage of veterinarians in Oconto County making it harder for community members to get their pets vaccinated. Public Health will be working on a collaboration in the future to improve access to pet vaccinations.

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

**12. Announcements/General Information (no action to be taken)**

Pritzl shared that County Board Supervisors Schindel and Lavarda have volunteered to be on the Oconto County Commission on Aging Board.

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

Next regular meeting is scheduled for Wednesday, May 3, 2023

**14. Adjournment**

Motion by Barke/Holman to adjourn. The motion was voted on and carried. The meeting adjourned at 10:53 a.m.

Wendy Dey, Confidential Secretary

Date Posted: 4/6/2026