

AGENDA  
WEDNESDAY, MAY 04, 2022, 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 Meeting (Enc.)
5. Introductions of Board Members and Divisional Managers
6. Communications
7. Board of Health Report
8. Discussion: Board Reference Packet
9. New Beginnings Project Update
10. Approval of Attendance at Non-County Meeting(s)
11. Approval of Equipment Purchases, if any
12. Approval of Client/Operational Contracts, if any
13. Approval of Budget Adjustments
14. Review of Prior Months Vendor Payments
15. FMLA Updates, if any
16. Employee Evaluation Reports, if any
17. Manager Division Reports
18. Announcements/General Information (no action to be taken)
19. Set Next Meeting Date(s)
20. 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, Kathy Gohr, Carolyn Barke, (Physical Copy)

wsd/Date Posted: 04-28-2022

**MINUTES**  
**WEDNESDAY, APRIL 13, 2022**  
**OCONTO COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD**  
**LEC CONFERENCE ROOM – North & South**  
**220 ARBUTUS AVENUE, OCONTO, WI 54153**

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

BOARD PRESENT: Alan Sleeter, Diane Nichols, Karl Ballestad, Judith Buhrandt, Kenneth Linzmeyer, Kathy Gohr, Carolyn Barke, Loretta Shellman, Elmer Ragen

BOARD ABSENT:

OTHERS PRESENT: Erik Pritzl, County Administrator; Scott Shackelford, Director; Will Kline, Vocational Service Manager; Jody Armagost, Deputy Director/Family Services Manager; Chris Hanke, Community Services Manager; Betty Bickel, Business Manager; Debra Konitzer, Public Health Manager; Heather Ondik, Economic Support Manager; Erin Helman, Child Welfare Supervisor; Carrie Kleinschmidt, Child Welfare Supervisor; Sarah Applebee, Community Health Educator, Elora Blum, Public Health Strategist, Heather Blum, Environmental Health Professional, Beth Earley, Public Health Support Specialist, Amy Longsine, Public Health Nurse, Janelle Martell, Public Health Nurse, Kelly McFadden, Administrative Assistant, Jaelyn Staidl, Public Health Nurse, Kathy Schroeder, Citizen, Wendy Dey, Confidential Secretary

**1. Call Meeting to Order**

The meeting was called to order at 9:05 a.m. by Chair Sleeter.

**2. Approval of Agenda**

A. Change in Sequence – None

B. Removal of Items – None

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

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

Motion by Nichols/Gohr to approve the March 16, 2022 meetings minutes as presented. The motion was voted on and carried.

**4. Communications**

- Debra Konitzer, Public Health Manager presented certificates of appreciation to each employee within the Public Health Division for their outstanding work during the pandemic. A round of applause followed.
- Wendy Dey, confidential secretary read three letters of resignation from employees. Shannon Schmit, Economic Support Specialist's last day will be on April 21, 2022. Paula Place, Intake Specialist's last day will be on April 22, 2022. Mandy Leonard, Accountant II's last day will be on April 25, 2022.

**5. Board of Health Report**

- Debra Konitzer, Health Officer/Public Health Manager, reported on the Coronavirus Pandemic. Currently Oconto County is averaging less than one positive case per day. Public Health is closely monitoring and will be ready to act should there be another outbreak.
- Konitzer reported on Influenza. There has been a slight increase in activity.
- Konitzer reported on CPR certification training. The Oconto Falls Ambulance Service is taking this on as it was something that they wanted to do. They will provide to Oconto County staff that are required to have CPR Certification and offer to all EMS. Their goal is to eventually offer training to the general public.
- Konitzer updated the Board regarding the speed signs that were purchased for Oconto County School Districts. The signs were purchased using grant money received from the Safe Kids Coalition. Photos were shared.
- Konitzer also reported on the Avian Flu. Thus far 2.8 million birds have been put down in Wisconsin due to the Avian Flu. The State has halted all bird shows through the end of May.

**6. 2021 Annual Report Presentation**

Each Divisional Manager reviewed their area of the 2021 Annual Report with the Board. Discussion followed.

**7. New Beginnings Project Update**

Will Kline, Vocational Services Manager updated the Board regarding the New Beginning Project. Photos were shared. Since the last Board meeting some of the progress made includes; interior drywall and painting has been completed, interior lighting, the garage door was installed, the kitchen cabinets have been delivered, interior flooring has been started, and the bathrooms are mostly done. Looking forward, some of the exterior projects that remain to be done yet include; siding, trim-work, asphalt, concrete curbing, sidewalk, and exterior doors. Change orders were also discussed, and remain under budget. The project remains on schedule.

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

**9. Approval of Equipment Purchases, if any – None**

**Chair Sleeter called for a recess at 10:30 a.m. Back in session at 10:43 a.m.**

**10. Approval of 2021 Contract Amendments**

Jody Armagost, Deputy Director/Family Services Manager, presented 2021 Contract Amendments for approval; Foundations Health and Wholeness, Inc., Children's Service Society of Wisconsin, and Macht Village Programs, Inc. Following discussion, motion by Buhrandt/Linzmeier to approve the 2021 Contract Amendments as presented. The motion was voted on and carried.

**11. Approval of Client/Operational Contracts, if any**

Armagost presented a 2021 Contract for approval; Marathon County Sheriff's Department. Following discussion, motion by Shellman/Gohr to approve the 2021 Contract as presented. The motion was voted on and carried.

**12. Approval of Prior Months Vendor Payments**

Following discussion, motion by Ragen/Ballestad to approve the monthly vendor payments for March 2022. The motion was voted on and carried.

**13. FMLA Updates, if any –** Armagost updated the Board on FMLA. One employee will be going out next week and will be out for three weeks.

**14. Employee Evaluation Reports, if any - None**

**15. Manager Division Reports**

- Deputy Director: Jody Armagost, Deputy Director/Family Services Manager reported on recruitment. For the APS/Crisis Worker Position, there were 7 applications received, three were screened thus far. For the Clinical Therapist Position, there were two applications, and one has been screened. Openings will be posted for the resignations that just came through as well.
- Community Services Division: Chris Hanke, Community Services Manager, reported that spring time is the highest time of the year for suicides.

All reports were treated as information to the Board.

**16. Announcements/General Information (no action to be taken) – None.**

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

Next regular meeting is scheduled for Wednesday, May 4, 2022

**18. Adjournment**

Chair Sleeter declared the meeting adjourned at 11:07 a.m.