

MINUTES
WEDNESDAY, JUNE 12, 2019, 9:00 A.M.
OCONTO COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD
501 PARK AVENUE, COURTHOUSE – BUILDING C, 3RD FLOOR, ROOM 3076, OCONTO, WI 54153
(Draft minutes until approved by Board)

BOARD PRESENT: Diane Nichols, Alan Sleeter, Carolyn Barke, David Behrend, Don Girardi, Judith Buhrandt, Karl Ballestad, Kathy Gohr

BOARD ABSENT: Loretta Shellman

OTHERS PRESENT: Michael Reimer, Director; Jody Armagost, Deputy Director/Family Services Manager; Betty Bickel, Business Manager; Chris Hanke, Community Services Manager; Debbie Konitzer, Public Health Manager; Penny Helmle, Economic Support Manager; Will Kline, Vocational Services Manager; Carrie Kleinschmidt, Child Welfare Supervisor; Erin Helman, Child Welfare Supervisor; Michelle Strom, Confidential Secretary; Amy Brehmer, Administrative Assistant; Kevin Hamann, Administrative Coordinator; Paula Place, Economic Support Intake Specialist, Katie Sell, Case Manager

1. Call Meeting to Order
The meeting was called to order at 9:00 a.m. by Chair Nichols.
2. Approval of Agenda
 - A. Changes in Sequence
None
 - B. Removal of Items
None
Motion by Behrend, second by Gohr, to approve the agenda as written. The motion was voted on and carried.
3. Approval of Minutes of Previous Meeting
Motion by Sleeter, second by Barke, to approve the May 15, 2019, meeting minutes as presented. The motion was voted on and carried.
4. Reorganization of Committee Representatives
Discussion was held regarding the current Health and Human Services committees. The Client Rights Committee will remain as is with Karl Ballestad, Kathy Gohr, and Committee Chair Judy Buhrandt.
5. Communications
 - Hanke introduced Katie Sell, Case Manager.
 - Helmle introduced Paula Place, Economic Support Intake Specialist.
6. Board of Health Report

Konitzer reported on a measles exercise. Strengths and weaknesses were identified and discussed. Main strength is that Public Health has processes in place to respond to a communicable disease report timely and utilizing the correct actions to be taken.

Konitzer discussed tick detection, most common disease is Lyme Disease. We are seeing a rise in cases. In 2016 Oconto County had 33 cases of Lyme Disease, in 2017 we had 65 cases, and in 2018 we had 58 cases. The biggest symptom that providers look for is a rash. Ways to prevent being bit by a tick include: wear long sleeved shirts, long pants, and high socks, wear light colored clothing so ticks are easier to see, wear insect repellent with 20-30 % DEET, do tick checks on yourself and others when coming in from outside, and take a shower after coming in from outside. A tick must be attached to you for 24 hours to spread Lyme disease to a person. The Department applied for tick kits that the state is handing out, if we receive them our focus will be on campgrounds.

Konitzer discussed Sun Safety. Use a layered approach for sun protection. Sunscreen works best when used with shade or clothes, and it must be re-applied every 2 hours and after swimming, sweating, or toweling off. Wear a hat, sunglasses, and protective clothing to shield skin. Use broad spectrum sunscreen with at least SPF 15 to protect exposed skin. Seek shade, especially during midday hours. Pay close attention to young children.

Public Health received a thank you from a health care provider for stopping in for their quarterly visit to discuss Communicable Diseases and Immunizations.

7. CLOSED SESSION: The Board may go into closed session, pursuant to s.19.85(1)(c), Wis. Stats., to consider performance evaluations of Health and Human Services Employees.
Motion by Sleeter, second by Barke, to move into closed session. The motion allowed Reimer, Hamann, Strom, Brehmer, Bickel, Helmle, Hanke, Helman, Kleinschmidt, Armagost, Kline, and Konitzer to remain in the room during the closed session. The motion was voted on and carried.
Closed session began at 9:20 a.m.
8. RETURN TO OPEN SESSION: The Board shall return to open session, pursuant to s.19.85(2), Wis. Stats., to conduct all legal business thereafter, if any.
Motion by Ballestad, second by Buhrandt, to return to open session. The motion was voted on and carried.
Open session began at 9:33 a.m.
9. Approval of Employee Evaluations.
Motion by Barke, second by Girardi, to approve the employee performance evaluations. The motion was voted on and carried.
10. Approval of Resolution for Purchase of a Loading Dock and Delivery Truck for New View Industries.
Discussion held regarding the resolution purchasing of a loading dock and delivery truck for New View Industries. Motion by Behrend, second by Sleeter, to approve Purchase of a Loading Dock and Delivery Truck for New View Industries. The motion was voted on and carried
11. Approval of Attendance of Non-County Meeting(s)
No approvals were requested
12. Approval of Equipment Purchases, if any
No approvals were requested
13. Approval of Client/Operational Contracts, if any
Hanke discussed a 2019 contract with A New Visions A.F., L.L.C.
After discussion, motion by Girardi, second by Gohr, to approve the contract with A New Visions A.F., L.L.C. The motion was voted on and carried.
14. Approval of Prior Months Vendor Payments
After a brief discussion motion by Barke, second by Buhrandt, to approve vendor payments made the previous month. The motion was voted on and carried.
15. Manager Division Reports
 - A. Director -Reimer reported about fleet vehicles. We currently have 2 vehicles for Health and Human Services to use. The approximate savings to the county for the last 60 days is \$1,200.
 - B. Economic Support Division –Helmle provided an update on progress of planned development of vacant land next to New View Industries to be used by New View and New Beginnings. Hamann

discussed future steps of the process. The annual New Beginnings and New View golf outing is on July 26 at Patriot Golf Course in Abrams. Monetary and raffle donations are being sought at this time.

- C. Administration & Support Division –Bickel reported that the vacant accountant position has been filled.
- D. Vocational Services Division –Kline provided an update on the new Children's Waiver summer program. The New View client picnic is tomorrow afternoon.
- E. Deputy Director -Armagost provided an update on the vacant accountant position and commended Bickel for working through the number of recent vacancies in her division. Armagost reported a recent \$500 Community Change grant for transitional bags which will contain basic age-appropriate necessities. The bags accompany children removed from home and placed in out-of-home care and will eliminate the need for child protection workers and/or law enforcement from securing items from the child's home.
- F. Community Services Division –Hanke reported on the I Team (Interdisciplinary Team) meeting for the Elder-At-Risk program. A presentation regarding the program will be provided during a future Health and Human Services Board meeting.
- G. Family Services – Helman reported that Stephanie Friebel recently passed her one-year review and is doing well. Helman reported the annual foster care picnic on was held on June 8th and commended Out-of-Home Coordinator Kyla Soper on a job well done. Kleinschmidt reported that in May the Department had 23 Child Protective Services reports.

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

- Reimer congratulated Nichols who was elected the new chair for the ADRC Governing Board.
- Gohr and Nichols provided a summary of the recent ADRC Governing Board meeting.
- Nichols read a letter that she received from Senator Dave Hanson regarding the proposed increase in Child and Family Aids Allocation funding in 2020

17. Set Next Meeting Date(s)

The Health and Human Services Board will meet on the following dates:

- Wednesday, July 10, 2019, at 3:00 p.m., at New View Industries, in Gillett.

The Health and Human Services Board will host an Open Forum on the following date:

- Wednesday, July 10, 2019, at 5:00 p.m., at New View Industries, in Gillett.

18. Adjournment

Motion by Gohr , second by Barke, to adjourn. The motion was voted on and carried. The meeting was adjourned at 10:19 a.m., by Chair Nichols.

Amy Brehmer, Administrative Assistant

Date Posted: June 17, 2019