

Monroe County Health and Human Services Board
Meeting of August 1, 2023
Monroe County Justice Center Assembly Room, Sparta, Wisconsin

Board Members Present: Chairperson David Pierce, Vice Chairperson Mary Cook, Dr. Emma Ledbetter, Cyndi Wise, Joey Esterline, Kristy Brown, Jason Jandt & Eric Devine

Members excused: Shelly Egstad

Staff Present: Tracy Thorsen, Chelsea Stenulson & Kelly Gronau, Human Services; Tiffany Giesler & Hannah Shimanek, Health Department

Others Present: Cedric Schnitzler, County Board Chair & Tina Osterberg, County Administrator

Call to Order: David Pierce called the meeting to order at 8:31 a.m.

Approval of Health & Human Services Board Regular Meeting Minutes for July 5, 2023 – Discussion/Action: Upon brief review, A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY ERIC DEVINE, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board regular meeting minutes from July 5, 2023.

Public Comment Period: None

Monroe County Health Department:

Community Health Assessment Interview – Discussion: Hannah Shimanek presented a questionnaire handed out to all present asking for community insight to assist with establishing goals for the community health improvement plan in the future. These questionnaires are due by the end of August.

Presentation of 2024 Budget – Discussion/Action: Ms. Giesler presented a handout of the Health Department proposed 2024 budget. A MOTION WAS MADE BY JASON JANDT AND SECONDED BY CINDY WISE to accept the draft 2024 budget. MOTION CARRIED 8-0-1.

Resolutions – Discussion/Action:

- a. WIC: Ms. Giesler presented a draft resolution to increase the WIC Nutritionist position from 32 hours per week to 40 hours per week by reducing the WIC program assistant position hours. MOTION MADE BY DR. EMMA LEDBETTER AND SECONDED BY KRISTY BROWN to approve the resolution once finalized. MOTION CARRIED 8-0-1. This will be forwarded to the Administration & Personnel Committee for review and action.
- b. Health: Ms. Giesler presented a draft resolution authorizing the Monroe County Health Department to explore obtaining environmental health agent status from the State of Wisconsin. MOTION MADE BY ERIC DEVINE AND SECONDED BY DR. EMMA LEDBETTER to approve the resolution. MOTION CARRIED 8-0-1.

The minutes are not official until approved by the Health & Human Services Board at their next regular meeting.

2023 Monthly Programs Reports – Discussion: Ms. Giesler provided June 2023 programs report. This handout was emailed to members following the meeting.

2023 YTD Fiscal Reports – Discussion: Ms. Giesler shared the fiscal report for July 2023. This handout was emailed to members following the meeting.

Monroe County Department of Human Services:

Request to Establish New 2023 Purchase of Service Contracts – Discussion/Action: Ms. Thorsen presented a request for new contracts for Foundations Health & Wholeness and Talon Protection Agency. MOTION MADE BY JASON JANDT AND SECONDED BY DR. EMMA LEDBETTER to approve contracts as presented. Discussion. MOTION CARRIED (8-0-1).

Request to Amend 2023 Contract – Discussion/Action: Ms. Thorsen presented a request to amend a previously established contract with The Parenting Place to represent a rate restructure. MOTION MADE BY DR. EMMA LEDBETTER AND SECONDED BY KRISTY BROWN to approve contract amendment as presented. Discussion. MOTION CARRIED (8-0-1).

Request for Credit Card Approval – Discussion/Action: MOTION MADE BY KRISTY BROWN, SECONDED BY CYNDI WISE to approve credit cards for new Human Services staff. MOTION CARRIED WITH ALL IN FAVOR. This request will be forwarded to the Finance Committee for review and action.

Human Services & ADRC Program and Fiscal Reports/Updates:

Program Area Staff Updates/Reports – Discussion: Tracy Thorsen gave Human Services program and staffing updates related to the ADRC, Behavioral Health, Economic Support and Children and Families Services.

Date/Location of Next Meeting – Discussion/Action: Board members present agreed to keep the next regular monthly meeting of the Health and Human Services Board as previously scheduled on **Tuesday, ~~September 8~~ September 5, 2023 at 8:30 a.m.** This meeting will be held at the Justice Center Assembly Room in Sparta. Agenda items noted for inclusion for the September meeting at this time were the regular reports and program updates.

Adjournment – Discussion/Action: With no further topics for discussion, the meeting was recessed at 9:23 a.m. The Human Services Annual Public Budget Meeting commenced at 10:00 a.m. following this meeting.

Respectfully Submitted,

Kelly J. Gronau
Office Manager

/kjg

The minutes are not official until approved by the Health & Human Services Board at their next regular meeting.