

Monroe County Health and Human Services Board
Meeting of April 2, 2024
Monroe County Assembly Room, Sparta, Wisconsin

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

Members Excused: Jason Jandt & Cyndi Wise

Staff Present: Tracy Thorsen, Chelsea Stenulson & Kelly Gronau, Human Services; Tiffany Giesler (via Teams), Health Department

Call to Order: David Pierce called the meeting to order at 9:01 a.m.

Approval of Health & Human Services Board Regular Meeting Minutes for March 5, 2024 – Discussion/Action: A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY KRISTY BROWN, AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board regular meeting minutes from March 2024.

Public Comment Period: None

Monroe County Health Department:

RICE Grant Discussion – Discussion/Action: Tiffany Giesler presented information on the RICE Grant the Health Department wishes to apply for. The \$40,000 grant funds, if awarded, would be used to help increase immunization rates within the county. A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY ERIC DEVINE AND CARRIED WITH ALL IN FAVOR to allow Tiffany to submit the grant application for the RICE grant.

Presentation of Annual Report – Discussion: Ms. Giesler provided a copy of the Health Department’s annual report and highlighted several accomplishments within.

Presentation of DHS 140 Health Department Level, Regional State Rep – Discussion: Christa Cupp, Regional Director of Office of Policy & Practice Alignment for DHS introduced herself. Ms. Cupp then provided an overview of the results of the Health Department Review, which is completed every 5 years. Ms. Cupp presented the Monroe County Health Department with a Level II certificate during the meeting.

2024 Monthly Programs Reports – Discussion: Ms. Giesler presented the February 2024 programs report.

2024 YTD Fiscal Reports – Discussion: Ms. Giesler shared the fiscal report for March 2024.

Monroe County Department of Human Services:

Notice of Budgetary Adjustment – Discussion/Action: Chelsea Stenulson presented a budgetary adjustment in the amount of \$3,270,423.54 to close out the 2023 fiscal year and account for additional revenue and expense. Following brief discussion, A MOTION WAS

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

MADE BY DR. EMMA LEDBETTER, SECONDED BY KRISTY BROWN, AND CARRIED WITH ALL IN FAVOR to approve the budget adjustment as presented. This request will be forwarded to the Finance Committee for their review and action.

Request for Credit Card Approvals – Discussion/Action: Tracy Thorsen presented a request for credit cards for two new Human Services staff and also for two ADRC drivers. A MOTION WAS MADE BY ERIC DEVINE, SECONDED BY MARY COOK, AND CARRIED WITH ALL IN FAVOR to approve the credit card requests as presented. This request will be forwarded to the Finance Committee for their 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.

Financial Report – YTD 2024 - Discussion: Chelsea Stenulson presented the year to date 2024 financial report.

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, May 7, 2024 at 8:30 a.m.** This meeting will be held at the Monroe County Assembly Room in Sparta. Agenda items noted for inclusion for the May meeting at this time were the regular reports and program updates.

Adjournment – Discussion/Action: With no further topics for discussion in this meeting, A MOTION WAS MADE BY KRISTY BROWN, SECONDED BY JOEY ESTERLINE, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting at 10:04 a.m.

Respectfully Submitted,

Kelly J. Gronau
Office Manager

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