

**Monroe County Health and Human Services Board
Meeting of August 6, 2024
Monroe County Assembly Room, Sparta, Wisconsin**

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

Board Members Excused: David Burnett

Staff Present: Tracy Thorsen & Kelly Gronau, Human Services; Tiffany Giesler, Health Department, Pam Weber, ADRC; Diane Erickson, Finance

Call to Order: Jason Jandt called the meeting to order at 8:36 a.m.

Approval of Health & Human Services Board Regular Meeting Minutes for July 2, 2024 – Discussion/Action: A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY MARY COOK AND CARRIED WITH ALL IN FAVOR to approve the Health and Human Services Board regular meeting minutes from July 2024.

Public Comment Period: None

Monroe County Health Department:

New Positions Requests: Previously approved by Board, Returning to Admin & Personnel – Discussion/Action:

- a. **Environmental Health Coordinator:** Tiffany Giesler explained this position hadn't passed at Admin & Personnel Committees and options to re-evaluate are to put forth a new resolution or have a member of the Admin & Personnel committee request the resolution be brought back. The options have been sent to Corporation Council for input. As there is nothing to actually approve or vote on, no action was taken.
- b. **Community Health Manager:** Ms. Giesler explained this position request had been tabled at the last Admin & Personnel Committee meeting. No action was taken.

Notice of Budgetary Adjustment, WIC – Discussion/Action: Ms. Giesler presented a budgetary adjustment in the amount of \$55,593 due to increased funding for WIC. An error was noticed on the budget adjustment presented as the Revenue and Expense totals didn't match. Pending the typo fix, A MOTION WAS MADE BY DAVID PIERCE, SECONDED BY KRISTY BROWN AND CARRIED WITH ALL IN FAVOR to approve the budgetary adjustment as presented with appropriate correction. This request will be forwarded to the Finance Committee for their review and action.

Notice of Budgetary Adjustment, Environmental Public Health Tracking – Discussion/Action: Ms. Giesler presented a budgetary adjustment in the amount of \$8,934 due to an additional grant received to expand tick outreach and education. A MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY DAVID PIERCE AND CARRIED WITH ALL IN FAVOR to approve the budgetary adjustment as presented. This request will be forwarded to the Finance Committee for their review and action.

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

Notice of Budgetary Adjustment, Immunization – Discussion/Action: Ms. Giesler presented a budgetary adjustment in the amount of \$900 due to an increase to the immunization consolidated contract to provide immunization outreach. A MOTION WAS MADE BY CYNDI WISE, SECONDED BY MARY COOK AND CARRIED WITH ALL IN FAVOR to approve the budgetary adjustment as presented. This request will be forwarded to the Finance Committee for their review and action.

2025 Budget – Discussion/Action: Ms. Giesler indicated there isn't enough concrete information to present the Health Department preliminary 2025 budget. No action was taken.

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

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

Monroe County Department of Human Services:

Closure of Wilton Meal Site – Discussion/Action: Pam Weber presented a proposal to close the Wilton congregate meal site due to several factors including declining attendance numbers, restrictive meal site location, and reduced/eliminated funding from family care programs. MOTION WAS MADE BY DR. EMMA LEDBETTER, SECONDED BY KRISTY BROWN AND CARRIED WITH ALL IN FAVOR to approve the closure of the Wilton meal site.

Resolution in Support of State Investment in County Community Support Programs and Crisis Services – Discussion/Action: Tracy Thorsen presented a resolution that would give Monroe County a voice to request to State Legislature that the state fully fund CSP and Crisis services. MOTION MADE BY KRISTY BROWN, SECONDED BY JOEY ESTERLINE AND CARRIED WITH ALL IN FAVOR to approve the resolution as presented. This resolution will be forwarded to the Finance Committee for review and action.

Request to Establish New 2024 Purchase of Service Contracts – Discussion/Action: Ms. Thorsen asked this agenda item be stricken as there were no new contracts.

Request to Amend 2024 Purchase of Service Contracts – Discussion/Action: Tracy Thorsen presented a request for amended contracts with 5 Door Recovery and The Parenting Place. A MOTION WAS MADE BY MARY COOK, SECONDED BY DAVID PIERCE, AND CARRIED WITH ALL IN FAVOR to approve the contract as presented.

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, Community Based Services, Economic Support and Children and Families Services.

Financial Report – YTD 2024 - Discussion: Ms. Thorsen presented the YTD budget report through June 2024.

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

Monroe County Department of Human Services

Meeting Minutes: August 6, 2024

Page 3

Date/Location of Next Meeting – Discussion/Action: Board members present agreed to change the next regular monthly meeting of the Health and Human Services Board as previously scheduled on Tuesday, September 3, 2024 at 8:30 a.m. to **Friday, September 13, 2024 at 8:30a.m.** This meeting will be held at the Monroe County 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 in this meeting, A MOTION WAS MADE BY MARY COOK, SECONDED BY DAVID PIERCE, AND CARRIED WITH ALL IN FAVOR to adjourn the meeting at 10:02 a.m.

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.