

## HUMAN SERVICES COMMITTEE MINUTES

COMMITTEE: HUMAN SERVICES COMMITTEE  
DATE: FEBRUARY 14, 2025  
TIME: 9:00 AM  
PLACE: FOREST COUNTY BOARDROOM

### CALL TO ORDER

Augustin called the meeting to order at 9:00 AM.

### ROLL CALL

Present: Anderson, Augustin, Goode, Karl, Pfeifer, L. Skallerud, R. Skallerud

Absent: Gretzinger, McGeshick, One (1) Vacant

Others Present: Tracy Ferraro, Melissa Ison, Melissa Grogg, Jamie Zarda, Andrea Brugger

### APPROVE AGENDA

Motion by Karl, second by Goode to waive reading the agenda, amend #7 on the agenda to Review/Action, amend #21 to Discussion/Action, and move agenda items around as needed. All present voting, (AYE). Motion carried.

### APPROVE HUMAN SERVICES MINUTES FROM THE JANUARY 16TH MEETING

Motion by Goode, second by Pfeifer to amend the minutes from January 16 to say Human Services instead of Social Services. All present voting, (AYE). Motion carried.

### PUBLIC COMMENT

None

### TRAINING REQUESTS

- a. DEC Conference-Stevens: M. Fisher is the new DEC worker, taking over for the director and is requesting to attend a one (1) day conference in March.
- b. Elder Abuse- Green Bay: T. Saari, APS worker is requesting to attend a one (1) day training for Dementia.

Motion by Pfeifer, Second by L. Skallerud to approve these workers to attend the DEC Conference and the Dementia Training. All present voting, (AYE). Motion Carried.

### REVIEW CONTRACTS AND MOU'S

- a. Amend contract with Lakeland Care to include reimbursement of non-medical rides  
Motion by L. Skallerud, second by Anderson to amend the contract. All present voting, (AYE). Motion Carried.
- b. Director signed the MOU with North Central and they were able to start accepting patients immediately.
- c. The IM contract with NIMC needs to be signed for the rest of the year. The county has until June to notify if they wish to pull out for next year and join a different consortium.  
Motion by Goode, second by Karl to approve signing the NIMC contract for IM. All present voting, (AYE). Motion carried.

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- d. Nothing has changed on the Safe and Stable Families contract. Motion by Anderson, second by Pfeifer to approve signing the Safe and Stable Families contract. All present voting, (AYE). Motion Carried.
- e. The director would like to sign an agreement with a transport company for the transport of mental health patients as it would save money for the department compared to what the Sheriff's Department has started billing in some cases. The committee feels that it is not in the best interest of the county for different departments to be billing each other unless it can be reimbursed by an outside entity and it should be the Sheriff's Department's responsibility to be contracting these services to an outside source. Motion by R. Skallerud, second by Pfeifer to send this matter to the Sheriff & Justice Committee. All Present voting, (AYE). Motion Carried.
- f. ADRC 2025 Contract- Motion by Goode, second by Karl to approve signing the 2025 ADRC contract. All present voting, (AYE). Motion carried.

### **DISCUSSION/ACTION ON THE POSSIBILITY OF CHARGING A SMALL FEE FOR TRANSPORTATION**

Addressed under Contracts and MOU'S in previous agenda item.

### **APPROVAL/ACTION TO BILL MCO FOR NON-MEDICAL TRANSPORT**

Addressed under Contracts and MOU'S in previous agenda item.

### **GARAGE/INSULATION RFP PROCESS APPROVAL/ACTION**

This matter was already approved at a previous COA Meeting. No action.

### **TRANSPORTATION VEHICLE APPROVAL/ACTION**

COA/ADRC received 3 bids for purchase of a new vehicle for the transportation program. The purchase would be made using leftover funds from the DOT grant that need to be used. Motion by Karl, second by Pfeifer to approve the purchase of the 2024 Ford Transit with all-wheel drive. All present voting, (AYE). Motion carried.

### **GRANT UPDATES/REQUEST/ACTION**

- a. The \$8,600 grant to help Kinship families was received. This can help cover legal fees, school registration, etc.
- b. J. Zarda would like the department to apply for an ACL grant, which if received could help implement a "No Wrong Door" policy to make it easier for community members to get services. This grant would pay \$450,000 per year for 2 years and there is no match. Motion by Anderson, second by Karl to approve applying for the grant. All present voting, (AYE). Motion carried.

### **CLOSED SESSION**

- 1. The committee may consider a motion to convene into closed session pursuant to Wis. Stat. §19.85(1)(c) "considering employment, promotion, compensation or performance

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evaluation data of any public employee over which the governmental body has jurisdiction responsibility,” this closed session relates to:

- M. Grogg internal transfer
- Director State of Health and Use of County Car
- Employee Reviews
- Employee Meal Site Issue
- Request for 10-hour Days K. Fohrman
- Dementia Care Contract
- Resignation of D. Wendorf

Motion by Goode to convene to closed session, Second by Karl. All present voting, (AYE). Motion carried. Convened to closes session at 10:30 a.m.

### **RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION**

Motion by R. Skallerud and second by Weber to reconvene to open session. All present voting, (AYE). Motion carried. Reconvened to open session at 12:03 p.m.

### **M. GROGG INTERNAL TRANSFER**

Motion by Goode, Second by L. Skallerud to bring to Personnel and Finance committee to combine the (2) Administrative Assistant positions into (1) position. All present voting, (AYE). Motion Carried.

### **DIRECTOR STATE OF HEALTH AND USE OF COUNTY CAR**

Motion by R. Skallerud, second by Goode to allow on-call workers and the director to take County cars home. All present voting, (AYE). Motion carried.

### **EMPLOYEE REVIEWS**

No action.

### **EMPLOYEE MEAL SITE ISSUE**

Motion by R. Skallerud, Second by Karl to terminate Alvin meal site employee, refer to sheriff's department if money not returned in one week, and approve Crandon meal site manager to cover until a replacement is found. All present voting, (AYE). Motion carried.

### **REQUEST FOR 10-HOUR DAYS K. FOHRMAN**

No action.

### **DEMENTIA CARE CONTRACT**

Motion by R. Skallerud, second by Pfeifer to fill the position. All present voting, (AYE). Motion Carried

### **RESIGNATION OF D. WENDORF**

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Motion by L. Skallerud, second by Anderson to accept the resignation of D. Wendorf. All present voting, (AYE). Motion carried.

### **DISCUSSION/ACTION ON VACATION CARRYOVER OF M. FISHER**

Due to case load M. Fisher has 20 hours of vacation time she was unable to use. Motion by Karl, second by Pfeifer to Recommend Approval of Carryover and Refer to Finance & Personnel. All present voting, (AYE). Motion carried.

### **DISCUSSION/ACTION ON POSSIBILITY OF HEALTH DEPARTMENT HANDLING STOCKBOXES**

The COA director has a big work load. Handing off this project would help lighten the work load. The health department has already been helping and would like to take it over, as they have a grant that may cover it. Motion by Goode, second by Pfeifer to refer this to the Health Department Committee. All present voting, (AYE). Motion carried.

### **DISCUSSION/ACTION ON USE OF MONETARY DONATION LOCKBOX IN CARES CLOSET**

Motion by Anderson, second by L. Skallerud to approve the use of a lockbox to collect monetary donations at the Cares Closet. All present voting, (AYE). Motion carried.

### **DISCUSSION/ACTION ON IM**

Addressed under Contracts and MOU'S in previous agenda item.

### **PRINTER COST AND POSSIBLE ACTION**

The department has a printer that is under contract which is charged per copy. When COA moved to ADRC they left another printer to the department that is county owned. Doing the math, the county owned printer is cheaper to use for most purposes and the department would like permission to stock up on ink and supplies for this printer. Motion by Goode, second by Pfeifer to by supplies for the county owned printer so it can be used as the primary HSD printer. All present voting, (AYE) Motion carried.

### **DISCUSSION/ACTION ON DEC EXAMS**

The department was notified that the Dr. who does DEC hair follicle tests will be leaving. The department's CPS used to work in health care and is trained to do the hair follicle tests. The Dr.'s office offered to train the department's other workers and donate all the supplies so the department can do the DEC exam in house. Motion by Anderson, second by Pfeifer to approve the DEC training.

### **DIRECTOR'S UPDATES**

Mental Health Cases- Started with 12 clients in January, and currently up to 29  
12 OHC  
13 In-Home CHIPS  
6 TSSF

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5 Juvenile Justice

### **ANY OTHER BUSINESS LEGALLY BROUGHT FORTH**

Motion Goode, second by Pfeifer to forward the recommendation to appointment Andrea Brugger to the HSDB to the County Board. All present voting, (AYE). Motion carried.

### **ADJOURNMENT**

Motion by Karl to adjourn the meeting. Second by L. Skallerud. All present voting, (AYE). Motion carried. Meeting Adjourned at 12:20 p.m.