



PORTAGE COUNTY

MEETING MINUTES

HEALTH AND HUMAN SERVICES BOARD

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Monday, December 18, 2023

4:30 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813 , after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 684 130 665, then press #

To attend this meeting by video: [Click here to join the meeting](#)

CALL TO ORDER

The Health and Human Services Board meeting was called to order at 04:30 PM

Members Present: Jeanne Dodge, Dave Medin, Julie Morrow, Bob Gifford, Joseph Jarabek , Bev Laska, Suzanne Oehlke, Amber Garner

Attending In-Person: Jeanne Dodge, Dave Medin, Julie Morrow, Bob Gifford, Joseph Jarabek, Suzanne Oehlke, Amber Garner

Attending Online: Bev Laska

Members Excused: Chris Doubek

Members Absent:

Staff Attending: Kim Vagueiro, Director; Katie Gonzalez Martin, Office Supervisor; Craig Sankey, Children and Family Services Manager; Jessica Hake, Community Programs Manager; Gary Garske, Public Health Manager; John Pavelski, County Executive

Others Attending:

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

CORRESPONDENCE

PRESENTATIONS

1. Division of Community Programs Q3 2023 Statistics

Jessica Hake presented third quarter statistics for the Division of Community Programs.

2. November 2023 Vendor Invoice List

The November 2023 Vendor Invoice List was presented.

APPROVAL OF MINUTES

3. December 4, 2023 Meeting Minutes

A motion was made by Bob Gifford, seconded by Suzanne Oehlke, to Approve minutes. Motion to Approve carried by voice vote, with no negative votes.

REPORTS

4. Director's Report
 - Health and Human Services Staffing and Operations

Director Vagueiro presented the Director's Report.

DISCUSSION/POSSIBLE ACTION

5. Discussion/Information re: 2024 Contracts Less than \$25,000 for Health and Human Services Department

Director Vagueiro shared the 2024 Contracts Less than \$25,000 for Health and Human Services Department.

6. Discussion and Possible Action re: 2024 Contracts Greater Than \$25,000 but Less Than \$100,000 for Health and Human Services Department

A motion was made by Bob Gifford, seconded by Suzanne Oehlke, to Approve 2024 Contracts Greater Than \$25,000 but Less Than \$100,000. Motion to Approve carried by voice vote, with no negative votes.

7. Discussion and Possible Action re: Resolution Authorizing for 2024 Contracts Over \$100,000 for Health and Human Services Department

A motion was made by Julie Morrow, seconded by Suzanne Oehlke, to Approve Resolution Authorizing for 2024 Contracts Over \$100,000. Motion to Approve carried by voice vote, with no negative votes.

8. Discussion and Possible Action: 2024 Health and Human Services Department Fee Schedule

A motion was made by Amber Garner, seconded by Dave Medin, to Approve 2024 Health and Human Services Department Fee Schedule. Motion to Approve carried by voice vote, with no negative votes.

9. Discussion and Possible Action re: Portage County Health and Human Services Clothing Policy-Dress for Your Day

A motion was made by Dave Medin, seconded by Amber Garner, to Approve Portage County Health and Human Services Clothing Policy-Dress for Your Day with revisions. Bev Laska made a motion to revise the policy to add "tops baring midriff" to Inappropriate Clothing section, Dave Medin to second. Suzanne Oehlke made a motion to revise the policy to remove "...exercise their discretion and..." from Management Discretion section, Dave Medin to second. Motion to Approve carried by voice vote, with no negative votes. Portage County Health and Human Services Clothing Policy-Dress for Your Day with revisions.

10. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings
- Special meeting attendance reports

Amber Garner requested to attend an additional CHIP meeting (date to be determined). A motion was made by Dave Medin, seconded by Julie Morrow, to Approve Amber Garner's attendance to an additional CHIP meeting. Motion to Approve carried by voice vote, with no negative votes.

REPORTS FROM BOARD APPOINTED COMMITTEES/ACTIVITIES

11. Discussion and Possible Action re: Approval of Special Meeting Per Diem - Expense Reports (Board-Appointed)

A motion was made by Dave Medin, seconded by Suzanne Oehlke, to Approve Special Meeting Per Diem - Expense Reports for Amber Garner - CHIP meeting on 12/18/2023, Bob Gifford - CAP Services meeting on 12/13/2023, and Jeanne Dodge - Permanency Planning meeting on 11/6/2023. Motion to Approve carried by voice vote, with no negative votes.

12. Reports from Board Appointed Committees/Activities

Amber Garner reported on the CHIP meeting she attended on 12/18/2023. Bob Gifford reported on the CAP Services meeting on 12/13/2023.

13. May go into closed session pursuant to section 19.85(1)(F) to consider cases which involve social or personal histories of specific persons which if discussed in public would be likely to have a substantial adverse effect upon the person's reputation.

A motion was made by Bob Gifford, seconded by Julie Morrow, to go into closed session.
The motion to go into closed session by the following vote:

8 Yes: Jeanne Dodge, Dave Medin, Julie Morrow, Bob Gifford, Joseph Jarabek, Bev Laska, Suzanne Oehlke, Amber Garner
0 No: None
0 Abstain: None

14. Return to open session (if necessary)

A motion was made by Suzanne Oehlke, seconded by Bob Gifford, to return to open session. Motion to return to open session carried by voice vote, with no negative votes.

NEXT MEETING DATE

15. January 15, 2024

ADJOURNMENT

Meeting adjourned at 05:55 PM