



PORTAGE COUNTY

MEETING MINUTES

HEALTH AND HUMAN SERVICES BOARD

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

Monday, May 20, 2024

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: 200 106 319, 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, Chris Doubek, Bob Gifford, Joseph Jarabek, Bev Laska, Suzanne Oehlke, Amber Garner

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

Attending Online:

Members Excused:

Members Absent:

Staff Attending: Kim Vagueiro, Director; Katie Gonzalez Martin, Office Supervisor; Craig Sankey, Children and Family Services Manager; Jessica Hake, Community Programs Manager; Angela Roltgen, WIC Supervisor

Others Attending:

ESTABLISH REGULAR MEETING DATE

The regular meeting time was established as the first and third Mondays of the month at 4:30 m

ESTABLISH BUDGET HEARING DATE

The Budget Hearing date was established as July 15, 2024 at 4:00 pm.

ELECTION OF COMMITTEE MEMBERS

1. CAP Services Advisory Committee Member

Supervisor Bob Gifford requested to be seated as the 2024-2026 CAP Services Advisory Committee Member.

A motion was made by Dave Medin, seconded by Bev Laska, to seat Bob Gifford as CAP Services Advisory Committee Member. Motion to Approve carried by voice vote, with no negative votes.

2. Children's Community Options Program (CCOP) Advisory Committee Member

Supervisor Suzanne Oehlke requested to be seated as the 2024-2026 CCOP Advisory Committee Member and CCS/CST Advisory Committee Member.

A motion was made by Julie Morrow, seconded by Amber Garner, to seat Suzanne Oehlke as CCOP Advisory Committee Member and CCS/CST Advisory Committee Member. Motion to Approve carried by voice vote, with no negative votes.

3. Comprehensive Community Services (CCS)/Coordinated Services Team (CST) Advisory Committee Member

Supervisor Suzanne Oehlke requested to be seated as the 2024-2026 CCOP Advisory Committee Member and CCS/CST Advisory Committee Member.

A motion was made by Julie Morrow, seconded by Amber Garner, to seat Suzanne Oehlke as CCOP Advisory Committee Member and CCS/CST Advisory Committee Member. Motion to Approve carried by voice vote, with no negative votes.

4. Permanency Planning Committee Member

Supervisor Jeanne Dodge and Citizen Member Bev Laska requested to be seated as the 2024-2026 Permanency Planning Committee Members.

A motion was made by Chris Doubek, seconded by Julie Morrow, to seat Jeanne Dodge and Bev Laska as Permanency Planning Committee Members. Motion to Approve carried by voice vote, with no negative votes.

5. Woodlands Enhanced Health Services Advisory Committee Member

Supervisor Bob Gifford requested to be seated as 2024-2026 Woodlands Enhanced Health Services Advisory Committee Member.

A motion was made by Julie Morrow, seconded by Amber Garner, to seat Bob Gifford as the Woodlands Enhanced Health Services Advi. Motion to Approve carried by voice vote, with no negative votes.

CORRESPONDENCE

PRESENTATIONS

6. Wisconsin WIC Farmers Market Nutrition Program - Angela Roltgen, WIC Supervisor

Angela Roltgen presented information regarding Wisconsin WIC Farmers Market Nutrition Program.

REPORTS

7. Director's Report

- Health and Human Services Staffing, Operations, and Activities

Director Vagueiro provided the Health and Human Services Director's Report.

8. April 2024 Vendor Invoice List

The April 2024 Vendor Invoice List was presented.

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 public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

9. May 6, 2024 Meeting Minutes

A motion was made by Chris Doubek, seconded by Suzanne Oehlke, to Approve the May 6, 2024 meeting minutes. Motion to Approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

10. Discussion/Possible Action Re: Updated 2024 Health and Human Services Department Fee Schedule - Environmental Health License Fee Schedule

A motion was made by Julie Morrow, seconded by Bev Laska, to Approve the Updated 2024 Health and Human Services Department Fee Schedule - Environmental Health License Fee Schedule. Motion to Approve carried by voice vote, with no negative votes.

11. Discussion/Possible Action Re: St. Bronislava Parish Non-Profit Outreach Grant

A motion was made by Julie Morrow, seconded by Amber Garner, to Approve application for St. Bronislava Parish Non-Profit Outreach Grant. Motion to Approve carried by voice vote, with no negative votes.

12. 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

13. Discussion/Possible Action Re: Approval of Special Meeting Per Diem - Expense Reports (Board-Appointed)

A motion was made by Dave Medin, seconded by Bev Laska, to Approve Special Meeting Per Diem - Expense Reports (Board-Appointed) for Supervisor Suzanne Oehlke for the CCS/CST Advisory Committee Meeting on 5/7/2024 and for Citizen Member Bev Laska for the Permanency Planning Committee Meeting on 5/14/2024. Motion to Approve carried by voice vote, with no negative votes.

BOARD MEMBER REPORTS FROM ATTENDANCE AT APPOINTED COMMITTEE MEETINGS

- 14.** Supervisor Jeanne Dodge for the Permanency Planning Committee
- 15.** Citizen Member Bev Laska for the Permanency Planning Committee
- 16.** Supervisor Bob Gifford for the CAP Services Advisory Committee Member
- 17.** Supervisor Suzanne Oehlke for the Comprehensive Community Services (CCS)/Coordinated Services Team (CST) Advisory Committee Member and Children's Community Options Program (CCOP) Advisory Committee Member

Supervisor Suzanne Oehlke reported on the CCS/CST Advisory Committee Meeting on 5/7/2024.

CLOSED SESSION

- 18.** Enter into Closed Session pursuant to Wis. Stats. Sec. 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 Suzanne Oehlke, to enter into closed session.
The motion to enter into closed session approved by the following vote:

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

OPEN SESSION

- 19.** Reconvene to Open Session

A motion was made by Suzanne Oehlke, seconded by Amber Garner, to reconvene to open session. Motion to reconvene to open session carried by voice vote, with no negative votes.

NEXT MEETING DATE

- 20.** June 3, 2024

ADJOURNMENT

Meeting adjourned at 05:13 PM