



PORTAGE COUNTY

MEETING MINUTES

HEALTH AND HUMAN SERVICES BOARD

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

Monday, February 17, 2025

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: 519 070 292, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

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

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

Attending In-Person: Jeanne Dodge, Julie Morrow, Chris Doubek, Bob Gifford, Joseph Jarabek, Bev Laska

Attending Online: Suzanne Oehlke, Amber Garner

Members Excused: Dave Medin

Members Absent: None

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

PRESENTATIONS

1. Division of Community Programs Q4 2024 Statistics - Jessica Hake, Community Programs Manager

Jessica Hake, Community Programs Manager, presented the Division of Community Programs statistics for the fourth quarter of 2024.

REPORTS

2. Director's Report

- Health and Human Services Staffing, Operations, and Activities

Director Vagueiro provided the Director's Report.

3. January 2025 Health and Human Services Vendor Invoice List

The vendor invoice list for January 2025 was provided.

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

4. February 3, 2025 Meeting Minutes

A motion was made by Bob Gifford, seconded by Julie Morrow, to Approve the Health and Human Services Board Committee meeting minutes from February 3, 2025. Motion to Approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

5. Discussion/Possible Action Re: Approval of Process for Purchasing a Service or Item

A motion was made by Chris Doubek, seconded by Julie Morrow, to Approve the Process for Purchasing a Service or Item with update to spell out the full terms prior to using acronyms. Motion to Approve carried by voice vote, with no negative votes.

6. 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

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

A motion was made by Julie Morrow, seconded by Bev Laska, to Approve Special Meeting Per Diem - Expense Reports for Suzanne Oehlke for the CCS/CST Advisory Committee meeting on 2/4/2025 and for Jeanne Dodge for the Permanency Planning Committee meeting on 2/5/2025. Motion to Approve carried by voice vote, with no negative votes.

BOARD MEMBER REPORTS FROM ATTENDANCE AT APPOINTED COMMITTEE MEETINGS

8. Supervisor Bob Gifford for the CAP Services Advisory Committee Meeting and Woodlands Enhanced Health Services Advisory Committee Meeting

No reports.

9. Supervisor Suzanne Oehlke for the Comprehensive Community Services (CCS)/Coordinated Services Team (CST) Advisory Committee Meeting and Children's Community Options Programs (CCOP) Advisory Committee Meeting

Supervisor Oehlke reported on the CCS/CST Advisory Committee meeting that was held on 2/4/2025.

10. Supervisor Jeanne Dodge for the Permanency Planning Committee Meeting

11. Citizen Member Bev Laska for the Permanency Planning Committee Meeting

CLOSED SESSION

12. 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.

Supervisor Dodged stated she will entertain a motion to enter into Closed Session

The board decided to enter into Closed Session by the following vote:

8 Yes: Jeanne Dodge, Julie Morrow, Chris Doubek, Bob Gifford, Joseph Jarabek, Bev Laska, Suzanne Oehlke, Amber Garner

0 No: None

0 Abstain: None

OPEN SESSION

13. Reconvene to Open Session

A motion was made by Chris Doubek, seconded by Bob Gifford, to reconvene to Open Session. Motion to reconvene to Open Session carried by voice vote, with no negative votes.

NEXT MEETING DATE

14. March 3, 2025

ADJOURNMENT

Meeting adjourned at 05:13 PM