



PORTAGE COUNTY

MEETING MINUTES

HEALTH AND HUMAN SERVICES BOARD

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

Monday, March 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: 621 359 532, 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, Dave Medin, Julie Morrow, Chris Doubek, Bob Gifford, Joseph Jarabek, Bev Laska, Suzanne Oehlke

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

Attending Online: None

Members Excused: None

Members Absent: Amber Garner

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

PRESENTATIONS

1. Birth to Three Presentation - Jennifer Witkowski, Special Needs Program Supervisor

Jennifer Witkowski presented information regarding the Birth to Three program.

2. Division of Public Health Q4 2024 Statistics - Gary Garske, Public Health Manager

Gary Garske presented the Division of Public Health statistics for the fourth quarter of 2024.

REPORTS

3. Director's Report

- Health and Human Services Staffing, Operations, and Activities

Director Vagueiro provided the Director's Report.

4. February 2025 Vendor Invoice List

The Health and Human Services vendor invoice list for February 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

5. March 3, 2025 Meeting Minutes

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

DISCUSSION/POSSIBLE ACTION

6. Discussion/Information Re: Request for Increase in Hours for a Community Nutrition Educator Position

A motion was made by Suzanne Oehlke, seconded by Bev Laska, to Approve the memo to request an increase in hours for a Community Nutrition Educator position. Motion to Approve carried by voice vote, with no negative votes.

7. Discussion/Possible Action Re: Approval of Environmental Health License Fee Schedule Proposed Updates

A motion was made by Suzanne Oehlke, seconded by Julie Morrow, to Approve the updated Environmental Health License Fee Schedule. Motion to Approve carried by voice vote, with no negative votes.

8. 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

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

BOARD MEMBER REPORTS FROM ATTENDANCE AT APPOINTED COMMITTEE MEETINGS

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

No reports.

11. 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

No reports.

12. Supervisor Jeanne Dodge for the Permanency Planning Committee Meeting

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

CLOSED SESSION

14. 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 carried by the following vote:

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

OPEN SESSION

15. Reconvene to Open Session

A motion was made by Bev Laska, seconded by Suzanne Oehlke, to reconvene to Open Session. Motion to reconvene to Open Session carried by voice vote, with no negative votes.

NEXT MEETING DATE

16. April 21, 2025

ADJOURNMENT

Meeting adjourned at 05:31 PM

