



PORTAGE COUNTY

MEETING MINUTES

HEALTH AND HUMAN SERVICES BOARD

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

Monday, June 16, 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: 192 526 264, 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, 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: None

Members Excused: None

Members Absent: None

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

CORRESPONDENCE

1. Portage County Clerk Memo Re: New Special Meeting Electronic Submission Process & Applicable Ordinance Changes

PRESENTATIONS

2. Division of Children and Families Q1 2025 Statistics - Craig Sankey, Children and Family Services Manager

Craig Sankey, Children and Family Services Manager, presented the Division of Children and Family Services statistics for the first quarter of 2025.

REPORTS

3. Director's Report
 - Health and Human Services Staffing, Operations, and Activities

Director Vagueiro provided Director's Report.

4. May 2025 Vendor Invoice List

The May 2025 Health and Human Services Vendor Invoice List 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. June 2, 2025 Meeting Minutes

A motion was made by Suzanne Oehlke, seconded by Bev Laska, to Approve the Health and Human Services Board Committee meeting minutes from June 2, 2025. Motion to Approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

6. Discussion/Possible Action Re: Approval of Application of the Foster Parent/Licensed Relatives Licensing Support Grant

A motion was made by Julie Morrow, seconded by Suzanne Oehlke, to Approve the Application of the Foster Parent/Licensed Relatives Licensing Support Grant. Motion to Approve carried by voice vote, with no negative votes.

7. Discussion/Possible Action Re: Approval of Acceptance of Birth to Three Ongoing Child Assessment Tool Reimbursement Grant

A motion was made by Bob Gifford, seconded by Amber Garner, to Approve. Motion to Approve the Acceptance of Birth to Three Ongoing Child Assessment Tool Reimbursement Grant carried by voice vote, with no negative votes.

8. Discussion/Possible Action Re: Approval of Acceptance of Drug Checking Technologies Program Grant

A motion was made by Julie Morrow, seconded by Dave Medin, to Approve. Motion to Approve the Acceptance of Drug Checking Technologies Program Grant carried by voice vote, with no negative votes.

9. 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

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

A motion was made by Bob Gifford, seconded by Amber Garner, to Approve Special Meeting Per Diem - Expense Reports for Jeanne Dodge for the Permanency Planning Committee meeting on June 4, 2025 and for Suzanne Oehlke for the Children's Community Options Programs (CCOP) Advisory Committee meeting on June 9, 2025. Motion to Approve carried by voice vote, with no negative votes.

BOARD MEMBER REPORTS FROM ATTENDANCE AT APPOINTED COMMITTEE MEETINGS

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

No reports.

12. 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 CCOP Advisory Committee meeting on June 9, 2025.

13. Supervisor Jeanne Dodge for the Permanency Planning Committee Meeting

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

CLOSED SESSION

15. 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 Julie Morrow, seconded by Bev Laska, to enter into Closed Session.
The motion to enter into Closed Session carried 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

16. Reconvene to Open Session

A motion was made by Bob Gifford, 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

17. July 7, 2025

ADJOURNMENT

Meeting adjourned at 05:20 PM