

**REGULAR MONTHLY MEETING
MENOMINEE COUNTY HUMAN SERVICES DEPARTMENT**

DATE: July 21st, 2021

TIME: 5:00 PM

PLACE: HSD Building lower level

CALL TO ORDER & ROLL CALL: Beth Moses, Chairwoman called the meeting to order at 5:00 PM.

MEMBERS PRESENT: James Lowey, Elizabeth Wanetan, Rebecca Edler, Eva Johnson and Beth Moses.

OTHERS PRESENT: Shannon Wilber, Executive Director; Lori Wendorff, Financial Manager; Lisa Tuozzo, Family Protection & Engagement Manager; Nicole McNeel, FAC Manager; Lee Stoehr, Financial Director; Jeremy Weso, County Administrator and K. Lindner, recorder.

A. MOTION TO DEVIATE FROM AGENDA IF NECESSARY: Motion by J. Lowey. Seconded by E. Johnson. All in favor. Motion carried.

B. COMMUNITY INPUT: None

C. MINUTES:

1. June 8th, 2021-Special Board Meeting & June 16th, 2021-Regular Board Meeting. (provided in packet): **Motion by J. Lowey to approve the minutes of June 8th, 2021-Special Board Meeting & June 16th, 2021-Regular Board Meeting as provided. Seconded by E. Johnson. Due to an error with the minutes J. Lowey moved to withdraw his motion to approve the minutes of June 8th, 2021 & June 16th, 2021. Seconded by E. Johnson. All in favor. Motion carried. Motion by E. Johnson to table the minutes of June 8th, 2021-Special Board Meeting until the next meeting. Seconded by J. Lowey. All in favor. Motion carried. Motion by J. Lowey to approve the June 16th, 2021-Regular Board Meeting minutes as provided. Seconded by E. Johnson. E. Wanetan noted a correction of \$750.00 to be \$750.000 on the June 16th, 2021 minutes under F. AGENCY REPORTS #1. All in favor. Motion carried with corrections.**

D. FINANCIAL:

1. Fiscal Report - Funding & Expense (provided in packet): Discussion and questions addressed. S. Wilber introduced Lori Wendorff, the new Fiscal Manager, to the board. **Motion: J. Lowey moved to approve the Fiscal Report - Funding & Expense as provided. Motion seconded by E. Wanetan. All in favor. Motion carried.**
2. Vouchers for 2021 (081-088) \$162,685.03 (provided in packet): Discussion and questions addressed. **Motion: E. Johnson moved to approve the Vouchers for 2021 (081-088) in the amount of \$162,685.03. Motion seconded by E. Wanetan. All in favor. Motion carried.** S. Wilber will look into what IHS might be able to financially help with when there is a long-term hospitalization.
3. Vouchers for 2021 (089-096) \$51,742.33 (provided in packet): Discussion and questions addressed. **Motion: J. Lowey moved to approve the Vouchers for 2021 (089-096) in the amount of \$51,742.33. Motion seconded by E. Johnson. All in favor. Motion carried.**

4. Credit Card Log - \$66.71 (provided in packet): **Motion: E. Johnson moved to approve the Credit Card Log in the amount of \$66.71. E. Johnson moved to amend the amount of \$66.71 to \$66.76. Motion seconded by R. Edler. All in favor. Motion carried.**
5. Children's High Cost Pool Fund for Tribal Court Placement in the amount of \$153,040.29 prior year expense (note*it should be called revenue not expense) (provided in packet): Discussion and questions addressed. L. Wendorff informed HSD board that the money did come in yesterday and was direct deposited.

E. AGENCY REPORTS/PROGRAMS

1. Primary Report
 - a) Request to apply for continuation of funding for Opioid & Stimulant Treatment Unmet Needs Funding (provided in packet): Discussion and questions addressed. **Motion: E. Johnson moved to approve the request to apply for continuation of funding for Opioid & Stimulant Treatment Unmet Needs Funding. Seconded by R. Edler. All in favor. Motion carried.**
2. Agreement between Menominee County Human Services & State of WI Dept. of Health Services in the amount of \$4,590.00 (provided in packet): Discussion and questioned addressed. This was funding that was available through the COVID Emergency Response which was leftover. The State offered that funding for counties across the State. **Motion: R. Edler moved to approve the agreement with Menominee County Human Services and the State of WI Dept. of Health Services in the amount of \$4,590.00 and forwarded to Personnel & Finance. Seconded by E. Johnson. All in favor. Motion carried.**
3. FY 2021 Increase CST in the amount of \$25,000.00 (included in packet): Discussion and questions addressed. As a result of COVID, this is an additional amount of money that was available. **Motion: J. Lowey moved to approve increase in CST in the amount of \$25,000.00 and send to full board for approval. Seconded by E. Johnson. All in favor. Motion carried.**
4. New Positions for Family Advocacy Center (included in packet):
 - a) Forensic Interviewer: (with modification of 3-changes: 1. Change to exempt status with range being \$39,998.40 to \$41,600.00; 2. Must complete forensic interviewing based on the forensic interview guidelines; 3. Experience working with children and families when there are allegations of abuse.)
 - b) Family Advocate:

MOTION: E. Johnson moved to approve the job description of the Forensic Interviewer and send to the Personnel & Finance. J. Lower seconded. All in favor. Motion carried.

MOTION: E. Johnson moved to approve the job description of the Family Advocate and send to the Personnel & Finance. E. Wanetan seconded. All in favor. Motion carried.

5. Locum Tenens Rate Agreement, Client Agreement (included in packet): Discussion and questions addressed. **Motion: J. Lowey moved to approve the contract with Locum Tenens with the understanding that it will be 100% billable through the Comprehensive Community Service program if the child is enrolled in CCS. Seconded by: R. Edler. All in favor. Motion carried.**
6. New Act 161 Agreement, Client Agreement (provided in packet): Discussion and questions addressed. B. Moses suggested HSD board meet with T. Bouressa, Corp. Council, on August 10th, 2021 to review the New Act 161 Agreement. S. Wilber will get this set up.

7. Family Protection & Engagement Update: Discussion and update on New Act 161 Agreement. L. Tuozzo presented situations her staff is running into with regards to the Tribal Family Services. HSD board suggested the possibility of starting a task force with certain tribal entities. S. Wilber will devise a letter to the tribal chairperson/legislature and send to J. Weso to look over and to B. Moses for signature. Once looked over and signed this letter will be send out certified mail.

F. CORRESPONDENCE/BOARD INFO (included in packets): Informational

1. ADRC minutes: July 2021
2. Community Newsletter
3. UW-Extension Newsletter

G. NEW BUSINESS

1. Future Presentations
2. Items, if any, to be scheduled for next HSD board meeting

H. ADJOURNMENT: Meeting adjourned 6:47 PM.

Recorder: K.Lindner