

**MENOMINEE COUNTY HUMAN SERVICES BOARD  
December 20<sup>th</sup>, 2023  
REGULAR BOARD MEETING MINUTES**

**BOARD MEMBERS PRESENT:** Gene Caldwell, Kathryn Geimer-Chojnacki, Kathy Bar and Laure Pecore.

**EXCUSED ABSENT MEMBERS:** Beth Moses, Elizabeth Wanetan, and Eva Johnson.

**OTHERS PRESENT:** Shannon Wilber; Executive Director & R. Kazynski; recorder.

**A. CALL TO ORDER & ROLL CALL:** The meeting was called to order by G. Caldwell at 5:03 p.m. and roll call was taken, quorum present.

**B. COMMUNITY INPUT:** NONE

**C. MINUTES: Approval of November 15<sup>th</sup>, 2023, HSD Regular Board Meeting Minutes** - (provided in packet): **Motion: K. Bahr moved to approve the minutes of November 15<sup>th</sup>, 2023 HSD Regular Board Meeting. Seconded by K. Geimer-Chojnacki. All in favor. 1 absention. 3 absent. Motion carried.**

**D. FISCAL:**

**1. Fiscal Report – Funding & Expense**-(provided in packet): S. Wilber reported that books will not close until the end of February fiscal year of 2023. Updates will be provided at the January and February meetings. Discussion and questions addressed. **Motion by L. Pecore to approve the Fiscal Report. Second by K. Geimer. All in favor. 2 absent. Motion carried.**

**2. Vouchers for 2023:** Discussion and questions addressed. **Motion: L. Pecore moved to approve the Vouchers (093-094) in the amount of \$90,339.95. Motion Seconded by K. Geimer. All in favor. 3 absent. Motion carried.**

**3. Motion: L. Pecore moved to approve Vouchers (095-096) in the amount of \$14,356.87. Motion Seconded by K. Bahr. All in favor. 3 absent. Motion carried.**

**4. Credit Card Statements:** (Discussion and questions addressed. A more detailed report will be given on the reason for the expenses at the next HSD Board Meeting.

**a) Operations- \$1,033.11**

**b) BH Unit- \$1,497.78**

**c) Children’s Disability- \$524.96**

**Motion by L. Pecore the Credit Card Statements. Seconded K. Bahr. All in favor. 3 absent. Motion carried.**

**5. Contracts for Services:** (Contract listing sent in board packets.) Discussion and questions addressed. – The 2 new contracts added are for Liz Malchow. The first contract covered December 2<sup>nd</sup> through January 2<sup>nd</sup>. The second contract will cover January 3<sup>rd</sup> through February 3<sup>rd</sup>. **Motion: L. Pecore moved to approve the Contracts as provided and to have Chairperson Moses sign the contracts. Motion seconded by K. Geimer. All in favor. 3 absent. Motion carried.**

**E. AGENCY REPORTS/PROGRAMS:**

**1. Primary Report** (Emailed & handed out at meeting): Discussion and questions addressed.

**2. Child Care Certification Program:** Information included in Primary Report. Discussion and questions were addressed. The Tribe did respond and the CRC Program Manager reported that the Tribe is not interested in taking on this program at this time. Our only options is to look at outside counties or entities that would be willing to do that for us or we just keep it and continue to struggle trying to obtain certified childcare providers.

**3. New Hires** (provided in the packet): Discussion and questions were addressed. Substance abuse counselor started on Monday (12/18/23) and the Clinical Supervisor will start on Tuesday (12/26/23).

**F. CLOSED SESSION**

**a) Wisconsin Stats 19.85 (1) (c) Considering employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion by L. Pecore to go in to Closed Session pursuant to State State Stat 19.85 (1) (c) adding that going forward we need to have a little bit of documentation on what that represents. Seconded by K. Bahr. All in favor. 3 absent. Motion carried.**

Roll Call: L. Pecore, G. Caldwell, K. Geimer and K. Bahr.

Absent: 3 absent.

**G. OPEN SESSION-** Record any motions from the closed session. **Motion by K. Bahr to come out of closed session. Seconded by L. Pecore. All in favor. 3 absent. Motion carried. Motion made by L. Pecore to approve the additional duty pay for the two workers as requested (K.F & A.C.). Seconded by K. Bahr. All in favor. 3 absent. Motion carried.**

**H. CORRESPONDENCE/BOARD INFO:**

a) Community Newsletter (Informational only)

**I. NEW BUSINESS:** Future Zoom meetings.

**J. ADJOURNMENT: Motion by K. Bahr to adjourn the HSD Board Meeting. Seconded by L. Pecore. All in favor. 3 absent. Motion carried.** The meeting adjourned at 6:00 p.m.

*Recorder: R. Kazynski*

*Transcriber: K. Lindner*