

MENOMINEE COUNTY HUMAN SERVICES BOARD
June 19th, 2024
REGULAR BOARD MEETING MINUTES

BOARD MEMBERS PRESENT: Gene Caldwell, Kathy Bahr, Beth Moses, Eva Johnson, Stephan Grochowski, and Patricia Wiegand.

EXCUSED ABSENT MEMBERS: Kathryn Geimer-Chojnacki (excused)

OTHERS PRESENT: Shannon Wilber; Executive Director, Lori Wendorff; Financial Manager & K. Lindner; recorder.

- A. CALL TO ORDER & ROLL CALL:** The meeting was called to order by B. Moses at 5:02 p.m. and roll call was taken, quorum present.
- B. COMMUNITY INPUT:** NONE
- C. MINUTES:** Approval of May 15th, 2024 HSD Regular Board Meeting Minutes - (provided in packet): **Motion:** E. Johnson moved to approve the minutes of May 15th, 2024 HSD Regular Board Meeting Minutes with any and all changes. **Seconded by K. Bahr. All in favor. 2 absentions. 1 absent. Motion carried.**
- D. FISCAL:**
- 1. Fiscal Report – Funding & Expense-**(provided in packet): Discussion and questions addressed. **Motion by G. Caldwell to accept the Fiscal Report as submitted. Seconded by P. Wiegand. All in favor. 1 absent. Motion carried.**
 - 2. Batch (053-061) \$123,070.72:** Discussion and questions addressed. **Motion: E. Johnson moved to approve the Vouchers (053-061) in the amount of \$123,070.72. Motion Seconded by G. Caldwell. All in favor. 1 absent. Motion carried.**
 - 3. Contract for Service:**
 - a. Liz Malchow Amendment to Contract-Ex.** Director requested that this contract be tabled until we get through Closed Session. Chair will entertain a motion to amend the agenda to move Item 3.a. before I. **Motion: E. Johnson. Seconded by: K. Bahr. All in favor. 1 absent. Motion carried. No action.**
- E. Credit Card Statements:** Discussion and questions addressed.
- a) Operations-** \$654.43
 - b) Children’s Disability-** \$3,045.93
 - c) BH Unit-** \$536.00
- Motion by E. Johnson moved to approve the Credit Card Statements for Operations, Children’s Disability and BH Unit for a total amount of \$4,236.36. Seconded E. Caldwell. All in favor. 1 absent. Motion carried.**
- F. AGENCY REPORTS/PROGRAMS:**
- 1. Primary Report** (provided in packet): Discussion and questions addressed.
 - 2. Representative Payee** (provided in packet): Discussion and questions addressed.
 - 3. Childcare Certification:** Continuation from last months MCHSD Board Meeting. Discussion and questions addressed. **Motion: P. Wiegand moved to approve the Childcare Certification Contract with Brown County for a 6-month trial period. Seconded by K. Bahr. All in favor. 1 absent. Motion carried.**
 - 4. Applicant Tracking System** (provided in packet): Link was provided in packet/video for HSD Board to view. Not all members were able to connect or had a chance to view. This Line Item will be continued after the Operations Manager position is filled. Tabled until further notice.
- G. 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 E. Johnson to go in to Closed Session pursuant to State State Stat 19.85 (1) (c). Seconded by S. Grochowski. All in favor. 1 absent. Motion carried.**

Roll Call: G. Caldwell, K. Bahr, E. Johnson, B. Moses, P. Wiegand, and S. Grochowski,
 Absent: 1 absent.

- H. **OPEN SESSION-** Record any motions from the closed session. **Motion by S. Grochowski to come out of closed session. Seconded by G. Caldwell. All in favor. 1 absent. Motion carried.**
 - 1. Record any motions from closed session: **Motion: G. Caldwell moved to approve the Employment Contract for W.S. as presented. Seconded by S. Grochowski. All in favor. 1 absent. Motion carried.**
- I. **CORRESPONDENCE/BOARD INFO:**
 - a) Community Newsletter (Informational only)
- J. **NEW BUSINESS:** Continue with staff program presentations.
- K. **ADJOURNMENT:** The meeting adjourned at 6:10 p.m.

Recorder: K. Lindner