WCDHHS Board Meeting Minutes  
October 6, 2021  
Waupaca County Courthouse  
Room LL42  
Waupaca, WI 54981  

Board Members Present: Jerry murphy, Dennis Wengelski, David Johnson, Jan Lehrer (remote), Sue Golding, Judi Olson, Jody Muck, Dr. Steven Goedderz  
Board Members Absent: Pat Craig  
Staff Present: Ted Phernetton, Liz Wagner, Melissa Anderson, Megan Hintz, Jed Wohlt  
Public Present: None  

The meeting of the Health and Human Services Board was called to order at 5:00 pm by Chairperson Jerry Murphy.  

Motion by Johnson, second by Golding, to approve agenda. Motion carried without negative vote.  

Motion by Wengelski, second by Muck, to approve the minutes of the September 1, 2021 meeting. Motion carried without negative vote.  

Public comment: none  

1. General Board Business  
   a. Public Health-COVID-19 Updates- Jed went over slideshow showing 7 and 14 day trends, case numbers, hospitalization numbers, and testing options. He stated Public Health did partner again with the National Guard for testing at the Masonic Center in Manawa; he also stated the Public Health will be doing their own testing; also at the Masonic Center starting Thursday 10/7/2021. Jed also went over vaccination rate and answered questions from the Board Members.  
   b. Recommendation to submit Voucher Program Application for Hotel Fremont-Megan went over the application for opening another voucher site; Hotel Fremont has been selected for this site. Megan stated that Hotel Fremont would like to honor the vouchers for all of their business hours, offering a breakfast, lunch and dinner menu. Opening of this voucher site would be dependent on Hotel Fremont’s readiness to have menus prepared; once application has been submitted and approved by the State after approval of this board. Golding made
the motion to approve of this application being sent onto the State for their approval, second by Olson. Motion passed without negative vote.

c. Ethical Standards for Case Managers- Ted went over the document that was provided for this within the board meeting packet. He defined Case Manager VS Social Worker. Ted gave background and additional information on why having these standards in place for Case Managers would be beneficial. Motion to approve to have Ethical Standards for Case Managers was made by Muck, second by Wengelski. Motion passed without negative vote.

d. Advisory Committee Reports/Updates
   i. Nutrition Advisory Council minutes with handouts from 9/16/2021– N discussion
   ii. Committee on Aging minutes with handouts from 8/31/2021- No discussion
   iii. CCS/CST Coordination Committee minutes from 8/27/2021- No discussion

2. Finance-
   a. Income Statement Overview- Ted provided overview of the income statement and projected revenues and expenses.
   b. Payment Register/Approve Bills- Motion made by Johnson to approve payment register/approve bills, second by Golding. Motion passed without negative vote.

3. Personnel
   a. Employee Updates/Resignations/Retirements/Recruitments- handout provided to show these updates; Ted provided a brief overview of the handout indicating that there were two resignations since the last board meeting.

4. Director’s Report
   a. General Updates- Ted gave a brief overview of the management report and went over the number of children in high cost facilities.
   b. Telework/Remote Work Update- Ted stated that a DHHS Remote Work policy is in the works to be put in place to help support the Waupaca County Telework Policy. Ted mentioned that a survey was given to DHHS staff- results have come back and majority of the folks think that things are going well; he mentioned that a refined survey will be created to help find solutions for potential ‘problem’ areas.
   c. Gift Card Policy- A copy of the policy was included in the board meeting packet- Ted went over this policy briefly.

5. Supervisor Report(s): Conference, Seminar, Convention, and/or Webinar Report(s)- No Discussion.
6. Adjourn: Motion to adjourn at 5:48pm was made by Muck, second by Goedderz. Motion passed without negative vote. Next regularly scheduled meeting is November 3, 2021.

Submitted by,

Liz Wagner
Administrative Services Coordinator