

**Kewaunee County Human Services Committee  
County Board Room  
810 Lincoln Street  
April 21, 2022  
Meeting Minutes**

Present for the meeting were Human Services Committee Chairperson Virginia Haske. Committee members, Linda Teske, Julie Janicsek, Paul Ravet, Joanne Lazansky, Mary Ann Szydel, Milt Swagel, Tim Kinnard, Mark Buchanan, and Rose Quinlan.

Absent/Excused – Doak Baker

This meeting was called to order by Chairperson Virginia Haske at 8:00 a.m.

A motion to approve the April agenda and March minutes as submitted was made by Joanne Lazansky and seconded by Tim Kinnard. Motion carried.

**Public comments** –None

**Presentation** – ADRC of the Lakeshore Director Wendy Hutterer

Wendy began by updating this committee on recent staff changes noting that she had been appointed as ADRC Director after following Cathy Ley's retirement on August 2<sup>nd</sup>. The part-time receptionist in the Kewaunee office will be going full-time at the Manitowoc office and they are interviewing for the part-time position next week. Wendy's former position as Older Americans Act Program Manager has been filled by Paul Haack. Their Nutrition Coordinator will be retiring in August. Wendy noted that their areas of service include, transportation, nutrition, prevention programs, care giver support, and long-term care. She followed with an update of their procedures for services during the pandemic, the transition out of that, and what their hopes are for the future. Wendy also provided information on program service numbers.

**Contract Reviews** – A motion to approve the Provider Contracts as presented was made by Tim Kinnard and seconded by Mark Buchanan. Motion carried.

**Human Services Financial Unit Update** – Financial Manager Brian Johnson provided printouts and reviewed the monthly reports for general finance, billing, contract status, state aid, and vendor reports and also provided clarification to committee member queries when requested. There was also some committee discussion regarding the Human Services fund balance and how that is being handled. Kewaunee County Director Scott Feldt was in attendance and noted that the Human Services Department will retain and maintain its own fund balance.

**Human Services Director Updates** –

- Kewaunee County Director Scott Feldt shared that interviews for candidates for both the open CPS and CCS positions have been completed and both positions have been filled.
- Recruiting will begin for the Human Services Director and Corporation Council on May 8<sup>th</sup>.
- Director Wisnicky shared that overall he believes staff morale is good.
- The training for the management group is going well with one session remaining. It is hoped to bring back some of the learned concepts to staff members. There was discussion about the training being provided for other departments and staff.
- Subsidized guardianships will now be covered by the State.

- Reorganization of committee members is set to happen in May.
- The Human Services Budget hearing will be held in conjunction with the Human Services Committee meeting in June.
- Mr. Wisnicky will be beginning his position as Circuit Court Judge on June 6<sup>th</sup> with his last day as Human Services Director will be May 27<sup>th</sup>.

**Other Items as Authorized by Law – None**

**The next meeting is scheduled for May 19<sup>th</sup> at 8:00 a.m.**

A motion to adjourn was made by Tim Kinnard and seconded by Paul Ravet. Motion carried.  
Meeting adjourned at 8:47 a.m.

Respectfully Submitted,

Lynn Clark  
Program Assistant