

**Kewaunee County Human Services Committee  
County Board Room  
810 Lincoln Street  
June 17, 2021  
Meeting Minutes**

Present for the meeting were Human Services Committee Chairperson Virginia Haske. Committee members, Linda Teske, Paul Ravet, Doak Baker, Joanne Lazansky, Mary Ann Szydel, Julie Janicsek, Milt Swagel, and Rose Quinlan via Zoom. Human Services Director Jeff Wisnicky, Department Managers Corrine Konkol, Melissa Annoye, and Brian Johnson.

Absent/Excused – Mark Buchanan, Tim Kinnard

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

This meeting began with the public hearing on the 2022 Human Services Budget. No one from the public was in attendance. A motion to close the public hearing was made by Doak Baker and seconded by Joanne Lazansky. Motion carried.

A motion to approve the June agenda as submitted was made by Doak Baker and seconded by Julie Janicsek. Motion carried.

A motion to approve the May minutes as submitted was made by Doak Baker and seconded by Milt Swagel. Motion carried.

No public comments.

**Family and Community Services Manager Update** – Department Manager Melissa Annoye gave a brief presentation reviewing the Adult Protective Services Unit. The APS Unit provides services to ensure the safety and well-being of elders and adults with disabilities. Reports of adult abuse, exploitation, or neglect are received and investigated, followed by case planning, monitoring, and evaluation. In addition to case work services, APS will arrange for emergent needs such as medical, financial, legal, guardianship, housing, or supportive services. Jodi Vandervest is the primary worker with Melissa providing back-up when needed. Melissa shared her appreciation of Jodi's vast experience, and her ability to work with our consumers in such a compassionate yet firm manner. The APS Department also will collaborate with the Public Health Department in manners regarding public health hazards/conditions. Melissa went on to share a short video and printed information regarding financial exploitation and scams.

**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 a discussion regarding the process of renewing of contracts and how it affects the budget..

**Contract Reviews** – A motion was made to approve the contracts currently up for renewal by Joanne Lazansky and seconded by Paul Ravet. Motion carried.

**Human Services Director Update** – Director Wisnicky noted that after the previous discussion regarding contracts, he would be working on providing clearer information on how contracts work, how we track them to make sure we aren't exceeding contracted amounts, tracking contract renewals effect on the overall budget, and how contracts are funded.

**Staff updates**

- Greg Mathers was hired for the contracted position of CCS social worker to start on Monday.
- CCS social worker, Bryana, who's been on maternity leave will return mid-July.
- CCS coordinator, Kelly, will be returning from maternity leave in August.
- New CPS worker, Brandy Lipold, officially completed her basic intake worker training passing with a 95% score, and is doing well.

- There is still a vacant position in CPS which will be filled in fall.
- Special projects and other updates**
- House cleaning/shredding clean up continues.
  - Cindy Kinnard was able to secure some funding to help with document shredding, also for purchasing some equipment for one of our small conference rooms.
  - Melissa Annoye was able to secure a \$20,000 grant to do a self-assessment of our CST Program which is in progress.
  - Kewaunee County Human Services will no longer be involved as a pass thru service for Energy Services.
  - We will be returning to the Training Room on the lower level for future committee meetings.
  - Noted that there would be information coming in regards to the cost for hiring of individuals who are contracted.

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

July's meeting will be canceled due to scheduling conflicts.

**The next meeting is scheduled for at 8:00 a.m. on August 19th**

A motion to adjourn was made by Doak Baker and seconded by Julie Janicsek. Motion carried.

Respectfully Submitted,

Lynn Clark  
Program Assistant