

Marquette County Department of Human Services Board Minutes

July 7, 2025 – In-Person and Virtual

Board Members Present: *Chuck Bornhoeft (in person, left at 11:02 a.m.), Mary Walters (in person), Tim Jozwiak (in person), Barbara Sheldon (in person), Margaret (Peggy) Krause (in person), Ken Borzick (in person), Damaris Thome (virtual), Cathy Christensen (in person)*

Board Members Absent: *Scott Kempley*

Others Present: *Mandy Stanley, Jennifer Vote, Dawn Woodard, Ron Barger, Jessie Cody, Kris Bergh, Jan Krueger, Annett Eckes, Kristen Flannery*

1. Call to Order	Mary Walters called the meeting to order at 10:00 a.m.
2. Review and Approve Agenda	Motion/second by Chuck Bornhoeft/Barbara Sheldon to approve the agenda. Motion carried.
3. Review and Approve Minutes of June 2, 2025	Motion/second by Ken Borzick/Chuck Bornhoeft to approve the minutes. Motion carried.
4. Citizen Inquiries and Concerns, Introductions	None.
5. Veteran's Services Officer Report	Kris Bergh reported 24 cases have been closed. 112 cases remain open. 2 veterans passed away since last report. Listed upcoming events and noted outreach participation. Kris noted the Veterans Outreach and Recovery Program has been reduced. Kris reported several increases made to the state veterans' budget, noting that staffing was the only area reduced.
A. Review Vouchers	No questions on vouchers.
6. Review and Approve Community Support Specialist Job Description and Hiring Analysis	Mandy Stanley shared the Community Support Specialist job description and hiring analysis. The position would be full-time, and the education required would be a bachelor's degree. The position would work closely with the CCS program. Mandy noted the position is fully reimbursable. The drawbacks of using contracted services were discussed, noting the waiting and travel time through the contracted services. Localized program benefits were discussed. Dawn Woodard shared statistics for capacity, hours of service, etc. Motion/second by Ken Borzick/Tim Jozwiak to approve the Community Support Specialist Job Description and Hiring Analysis to be included in the 2026 budget and to forward to Executive & Finance. Motion carried.
7. Approve Therapist Position for 2026 Budget	Mandy Stanley reported that three years ago an additional Therapist position was added to HS; however, the position could not get filled so the position was ultimately removed. Dawn Woodard discussed waitlist- average wait is 41 days. Dawn shared statistics regarding hours and money spent on outside contractors. The Therapist position would work within all programs and would be reimbursable. Motion/second by Peggy Krause/Barbara Sheldon to approve adding Therapist position for 2026 budget. Motion carried.
8. State/County Contracts Prohibiting AI	Mandy Stanley reported state departments would like to add provisions within contract to prohibit county use of AI. IT Director Dan Buchholz reported the topic is being discussed at

	multiple counties and until AI is defined, many counties will not be signing while the notation is still within the contract.
9. Human Services Reports	
A. Clinical Services Unit	June had 12 crisis calls, and no emergency detentions or jail calls. Waitlist statistics shared. 6 individuals in long-term placement.
-Presentation on School Based Services	Kristen Flannery shared information regarding services offered within the schools. Kristen described the program Prime for Life utilized by Westfield School District. She reported outpatient counseling is also offered through multiple schools within the county. Dawn Woodard reported each location needs to meet requirements to being a branch location. Discussion followed.
-CST/CCS Coordinating Committee-next meeting July10, 2025 at 4:00 p.m.	A regional meeting was held in June. Mary Walters reported the regional committee will be looking into regional CST/CCS processes and education topics/trainings. Next regional meeting to be held in Sept.
B. Director's Report	Mandy Stanley reported all positions have been filled. ADRC Specialist to begin August 1 st . State budget discussed. Department budget survey has been sent out and will close July 14 th . Budget planning discussion. Budget to be presented at the HS Board Sept. 8 th at 10:00 a.m. Mandy on vacation July 16 th -July 25 th .
C. Review Vouchers and Financial Reports	Voucher question- Laundry discussion for central kitchen.
D. Financial Unit	Jen Vote reported Financial Unit is fully staffed. Baker Tilly will begin a single audit July 21 st . All reports uploaded to SharePoint. Jen reported the 5-month data compilation of 2025 costs per placement and percentages for each category.
- Food Bank	Jen reported 309 households were served by Food Bank, 7 of which were new. Installation of walk-in cooler/freezer set to happen in the early fall.
E. Economic Support/Child Support Unit	Annett Eckes reported a combination of May and June statistics. 1,846 open ES cases by the end of May. \$244,973 FoodShare benefits issued. 12,891 calls received in June at call center. 807 open cases for child support, with \$133,935 recovered in May. 12 families participating in childcare program. Audits for programs are in July.
F. Children and Family Services Unit	Jessie Cody shared 3 kids in out of home placement. 2 families enrolled in Targeted Safety Services Funds program. 2026 funding for TSSF will be reduced by 50% by the state.
G. Aging and Disability Services Unit	Jan Krueger reported outreach and awareness efforts. Attended fair. July 28 th Picnic in the Park in Westfield. July 21 st Memory Café starting in Montello at the dome. Caregiver Support Group meets in person July 8 th . Adult Protective Services out of home placements and payments discussed. Jan reported there are 3 out of home placements that the county is paying for. Discussion followed. ADRC had 80 phone calls for June, and 593 website contacts.

-Transportation Coordinating Committee- next meeting September 18, 2025 at 9:00 a.m.	TCC met in June and went over statistics and discussed funding grants. Federal and State transportation auditors will be onsite July 10 th in the afternoon.
-ADRC Advisory Committee- next meeting July 10, 2025 at 9:00 a.m.	ADRC Advisory Committee- next meeting July 10, 2025 at 9:00 a.m.
10. Upcoming events/issues (discussion only)	Tim Jozwiak reported the Endeavor Broiler Fest is on July 19 th . And he will share HS and CVSO materials at event.
11. Set next meeting date, time, topics	August 4 th at 1:00 p.m.
12. Adjourn	11:41 a.m.

Minutes Submitted by
Kiley Lloyd
(drafted 7/07/25)