

JACKSON COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING MINUTES

December 17th, 2025 - 10:00 am

421 County Road R | Black River Falls, WI 54615

Meeting ID: 260 644 804 45; Password: KUYrCH

Members Present: Ron Carney, Tracy Thundercloud, Michelle Clark-Forsting, Max Hart, Daryl Boe, Tom Cooper, Sarah Peloquin, Desiree Gearing-Lancaster, and Ellen Moldenhauer

Members Excused Absent:

Staff Present: Brandy Cobb, Jessica Stinson, Lyn Gates, Jenny Dormady, Laurie Goetzka, Tammy Handy, Angela Montgomery, Tiffany Lake, and Carly Keller

Staff Absent:

Guests Present: Jerry Campbell, Jeff Amo, Kaitlyn Laufenberg, Mollie Olson, Shawn Callisto, Jessica McDonald, Rick Poff, and Elaina Sanders

Call to Order

Carney called the meeting to order at 10:00 A.M.

Approve Minutes of November 19, 2025, Meeting

Cooper motioned to approve the minutes of the November 19, 2025, meeting, seconded by Peloquin. The motion carried unanimously.

Public Comment

None.

Introduction of New DHHS Staff

Tiffany Lake, Christina Krajefska, and Cyndi Gorsett were introduced to the board members, who then introduced themselves.

Economic Support Update

Montgomery presented and answered questions regarding the Economic Support Update.

Discuss/act Archive 3.06.01 Conflict of Interest Policy and Procedure

After the discussion, a motion was made by Moldenhauer to approve the Archive of 3.06.01 Conflict of Interest Policy and Procedure. Seconded by Boe. The motion carried.

Discuss/act Archive 4.01.01.01 Waiting List for Persons Seeking Long-Term Services Policy and Procedure

After the discussion, a motion was made by Moldenhauer to approve the Archive of 4.01.01.01 Waiting List for Persons Seeking Long-Term Services Policy and Procedure, seconded by Cooper. The motion carried.

Discuss/act Archive 4.01.03.01 Registration of Persons to the State Waiting List Policy and Procedure

After the discussion, a motion was made by Moldenhauer to approve the Archive of 4.01.03.01 Registration of Persons to the State Waiting List Policy and Procedure, seconded by Cooper. The motion carried.

Discuss/act Archive 9.13.03 Head Lice Policy and Procedure

After the discussion, a motion was made by Cooper to approve the Archive of 9.13.03 Head Lice Policy and Procedure, seconded by Moldenhauer. The motion carried.

Discuss/act Archive 9.14.01 Blood Pressure Screening of Adults Policy and Procedure

After the discussion, a motion was made by Moldenhauer to approve the Archive of 9.14.01 Blood Pressure Screening of Adults Policy and Procedure, seconded by Hart. The motion carried.

Discuss/act Archive 9.17.02 Pregnancy Testing Policy and Procedure

After the discussion, a motion was made by Peloquin to approve the Archive of 9.17.02 Pregnancy Testing Policy and Procedure Update, seconded by Moldenhauer. The motion carried.

Discuss/act 2.22.01 Use of Generative Artificial Intelligence (AI) Policy and Procedure

Cooper stated that Ken Lechner needs to be informed. After the discussion, it was decided to bring it back next month after working with central IT.

Discuss/act 3.05.02 Caregiver and Criminal Background Checks Policy and Procedure Update

After the discussion, a motion was made by Peloquin to approve the 3.05.02 Caregiver and Criminal Background Checks Policy and Procedure Update, seconded by Boe with the change of years needed. The motion carried.

Discuss/act 3.08.02 Follow-up Policy and Procedure Update

After the discussion, a motion was made by Cooper to approve the 3.08.02 Follow-up Policy and Procedure Update, seconded by Peloquin. The motion carried.

Business Services Update

Keller presented and answered questions regarding the November schedule of vouchers and highlighted key aspects of the report. After the discussion, a motion was made by Peloquin to approve the November schedule of vouchers as presented, seconded by Hart. The motion carried.

Keller presented and answered questions regarding the November Fiscal Report.

Keller presented and answered questions regarding November Placement Costs.

Discuss/act Reporting Proposal

Moldenhauer proposed gathering feedback for the next meeting that the managers believe should be measured and shared with the board.

Discuss/act New Unbudgeted Grants

Cobb presented three unbudgeted grants: Northwood Coalition SOR Funding, Request to the Ho-Chunk Nation for expansion of the Jackson County Water Laboratory, and the Community Health Impact Program Support Grant. After the discussion, a motion was made by Cooper to approve the Unbudgeted Grants, seconded by Peloquin. The motion carried.

Discuss/act DHHS Director Resignation & Recruitment

Cooper stated that recruitment should go through the EF&P Committee. Cobb stated that it will go through to them, but it does have to go through the board first before going to EF&P. After the discussion, a motion was made by Hart to approve the DHHS Directors' Resignation & move forward with recruitment, seconded by Moldenhauer. The motion carried.

Director Report

Cobb presented updates, board requests regarding the homelessness coalition and policies and procedures, open positions, and upcoming events. Goetzka and Dormady presented a follow-up from the last meeting.

Schedule the Next Meeting Date and Time

The next DHHS Board meeting will be on January 21, 2026, at 10:00 am at the Jackson County Department of Health and Human Services Black River Conference Room at 421 County Road R, Black River Falls, WI 54615.

Adjournment

Peloquin made a motion to adjourn, seconded by Moldenhauer. The meeting was unanimously adjourned at 11:55 am.

Respectfully submitted,
Brooke Studebaker