

OPEN MEETING MINUTES

Name of Governmental Body: WCMH Nominating Committee			Attending: Committee members: Kimberlee Coronado, Rick Immler, Ana Winton, Jerolynn Scaggs
Date: 5/17/2021	Time Started: 3:00PM	Time Ended: 4:30PM	DHS staff: Maddie Johnson
Location: Zoom			Guests: Jessica Barrickman
			Presiding Officer: Kimberlee Coronado
Minutes			

1. Call to Order

Meeting minutes were not finalized and shared.

M. Johnson provided updates on the minutes from April. M. Johnson stated she will finalize and share the April meeting minutes before the June meeting. J. Scaggs stated that she drafted a letter regarding the attendance requirements.

J. Barrickman asked how many consumer positions are vacant and what the attendance requirement is. The Committee then discussed the consumer vacancies and the attendance requirement for the Council.

Announcements:

R. Immler discussed an upcoming DBT training through UW-Greenbay and how there will be a notice sent out through DHS. K. Coronado mentioned that a new study shows that expanding Medicaid is beneficial. K. Coronado also mentioned she took a training related to trauma and family. M. Johnson announced that there is a full Council meeting on Wednesday and DHS is creating an Office of Health Equity. J. Scaggs stated that May is mental health month.

Public Comment

There was no public comment.

2. Committee Business.....Kimberlee Coronado

K. Coronado stated she reached out to potential veteran representatives, but has not yet reached out to other potential consumers. The Committee discussed the strategy for reaching out to other potential interested applicants. M. Johnson mentioned determining the interview process. The Committee discussed when and how the interviews could take place. J. Scaggs stated she liked having interviews during the meeting time. M. Johnson asked when do you want the interviews to occur and when do you want to make a decision.

R. Immler stated that there are some current applicants who have been actively advocating. A. Winton stated she would be ok trusting one or two Committee members to make decisions about candidates. M. Johnson mentioned the Council historically hasn't always done interviews. R. Immler stated it is important to create a structure. The Committee then discussed the interview process. R. Immler mentioned that Council members can likely serve three 3-year-terms. K. Coronado mentioned that Council members need to be re-appointed in writing. K. Coronado mentioned you may need to make re-appointments before appointments expire. K. Coronado asked if we could clarify with R. Stachowiak on how the re-appointment process works.

R. Immler suggested creating a list to prioritize the best candidates to determine who could be interviewed. K. Coronado mentioned that we are short on time. A. Winton said she is willing to help, but it will depend on the schedule. A. Winton mentioned that Tuesday, Wednesday, and Thursday would be better days. The Committee decided to meet on June 3rd from 9-11AM.

Kimberlee discussed sending questions for applicants to complete on June 3rd. K. Coronado stated after reviewing these questions, that the Nominating Committee could make recommendations. R. Immler asked how long interviews will be and if they will be group interviews. K. Coronado stated that they decided 15 minutes per person for each interview.

J. Scaggs mentioned reviewing the interview script and seeing how similar the script is to the application. The Nominating Committee then discussed the interview script. A. Winton mentioned narrowing down the applicant list on June 3rd. A. Winton mentioned sending questions to applicants so they can be reviewed at the June 3rd meeting. The Committee did not have time to discuss the orientation process. R. Immler mentioned that there is a letter draft. R. Immler asked M. Johnson to clarify the appointment process.

3. Adjourn

The meeting adjourned at 4:30PM.

Prepared by: Maddie Johnson on 9.20.21.

|