

**OPEN MEETING MINUTES**

Name of Governmental Body: WCMH Nominating Committee			Attending: Committee members: Ana Winton, Rick Immler, Kimberlee Coronado, Jerolynn Scaggs
Date: 4/19/2021	Time Started: 3:00PM	Time Ended: 4:30PM	DHS Staff: Maddie Johnson
Location: Zoom			Presiding Officer: Kimberlee Coronado

**Minutes**

**1. Call to Order.....Kimberlee Coronado**

The meeting was called meeting to order.

*Review and approval of the minutes from March 15, 2021*

- A. Winton made a motion to approve the minutes from March 15, 2021.**
- R. Immler seconded this motion.**
- The motion was approved unanimously, approving the minutes as written.**

*Announcements*

R. Immler mentioned that the Access and Equity Workgroup is reconvening next Friday. M. Johnson stated she sent a letter on BadgerCare Expansion to the Joint Committee on Finance on behalf of the Wisconsin Council on Mental Health (WCMH). R. Immler also mentioned he is going to Rhinelander to provide public comment to the Joint Committee on Finance. R. Immler mentioned that the SCAODA Workgroup meets tomorrow and has been focused on CLAS standards. M. Johnson asked if she could send the BadgerCare Expansion letter to the full Council and R. Immler said yes. K. Coronado asked if she could create a presentation on the budget recommendations for DCPD and R. Immler as well as M. Johnson said yes. K. Coronado stated that DCPD did a survey and individuals with disabilities were not allowed to have someone attend hospital visits with them because of COVID. K. Coronado also mentioned this is a violation of the ADA.

*Public Comment*

There was no public comment

**2. Committee Business.....Kimberlee Coronado**

M. Johnson discussed the open and pending state positions. The committee updated the WCMH membership list. R. Immler discussed writing a letter to the secretary’s office regarding the state openings (Medicaid and CFS). J. Scaggs stated someone could draft a letter for individuals who’s term has expired which could be a general thank you letter. R. Immler said he would review the bylaws regarding attendance.

K. Coronado asked if the state could use sharing devices like google docs and M. Johnson stated that they can only use the internal state drive. J. Scaggs volunteered to share a draft of an email that could be sent out to expired Council members and she will share this letter with R. Immler. R. Immler stated that the bylaws attendance requirement could be quoted in a form letter.

K. Coronado stated she wrote an interest letter to the potential applicants who are veterans and three fourths of the applicants responded. M. Johnsons stated she has made updates to the WCMH website and application. M. Johnson will

add an addenda item to the Executive Committee meeting on May 3<sup>rd</sup> reminding chairs of how to approve new committee members.

K. Coronado asked about the process for new applications and R. Immler mentioned that there was an interview process. K. Coronado mentioned she could work with J. Scaggs to host a zoom interview for 1.5 hours for all applicants.

The Committee then discussed the four open positions on the Council and the consumer vacancies. M. Johnson mentioned there is a family member position vacancy. K. Coronado shared her screen and discussed the excel sheet of applicants. M. Johnson will ask R. Stachoviak about the consumers, advocates and family member precedent for spots on the Council. K. Coronado mentioned that veteran representation is a priority and R. Immler mentioned to keep diversity in mind like what the Governor's Office said. K. Coronado also mentioned representation from Hmong, Spanish speaking, and African American communities. K. Coronado clarified that she thinks interviews should be 15 minutes per applicant.

J. Scaggs suggested hosting interviews during the Committee meetings each month. The Committee discussed that interviews will not be an open meeting. R. Immler stated he is comfortable not being involved and thinks 1-2 Committee members could conduct the interviews. The Committee then continued to discuss the interview process and consider how many applicants they should invite to interview.

R. Immler mentioned that he will begin working on an outline for orientation of new members. M. Johnson stated that WCMH staff will be discussing the orientation process.

### 3. **Adjourn**

The meeting adjourned.

Prepared by: Maddie Johnson on 9.18.21.