

Barron County Health & Human Services Board Meeting
Government Center Auditorium Veterans Memorial Auditorium
Monday March 23, 2026 9:30 AM

PRESENT: Karolyn Bartlett – Chair, John Banks, Nancy Keeler, Bob Heil, Lynn Kolpack, Carol Moen, Stacey Wenzel, Patti Anderson, Diane Vaughn, Mary Matthys, Betty Borgen, Dr. Lindsey Ruppel.

ABSENT: Knutson

OTHERS ATTENDING:

STAFF PRESENT: Jeff French, County Administrator; Karla Potts-Shufelt, DHHS Director, John Muench, Director, Child Support; Michelle Drury, Finance Director, Rachel Sauve, Financial Analyst; DHHS Program Managers – Karla Broten, Ann Hay, Mary Olsen, Patricia Wickman, Bonnie Roemhild; Pam Gannon, DHHS Administrative Assistant; Sam Nelson, DHHS Administrative Assistant

STAFF ABSENT: Metcalf

Call to Order: by Chair Karolyn Bartlett at 9:30 a.m.

Public Meeting Notification: Read by Bartlett.

Motion: (Banks / Vaughn) to approve agenda for March 23, 2026 DHHS Board meeting. Carried.

Motion: (Heil / Vaughn) to approve minutes from the January 26, 2026 Health and Human Services Board meeting. Carried.

Comments from the Public: None present.

Environmental Health Change of Ownership Fee: Potts-Shufelt discussed placing the change of ownership fee to 75% of the pre-inspection fee as it has historically been.

Motion: (Moen/ Wenzel) to approve change of ownership fee. Motion carried.

Economic Support Presentation: Roemhild gave an overview presentation on different programs and answered questions.

Department Updates:

DHHS: Potts-Shufelt spoke about several retirements and open positions. The new electronic health record will hopefully be implemented by this fall.

Child Support: Muench spoke about a retirement, the legal secretary taking that position and the new legal secretary started.

Set next meeting date: April 27, 2026, at 9:30 am

Future Agenda Items: Co-responder updates

Bartlett thanked Banks for his years of service on the DHHS board.

Adjourn – adjourned by unanimous consent at 10:24 a.m.

Respectfully submitted by Pam Gannon, Administrative Assistant and Samantha Nelson,
Administrative Assistant.

(Minutes are not official until approved by the DHHS Board.)