

**AGENDA**  
**MONDAY, MAY 12, 2025, 8:15 A.M.**  
**LOSS CONTROL-SUB-COMMITTEE of**  
**OCONTO COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**501 PARK AVENUE, COURTHOUSE – BUILDING C, 2nd FLOOR, ROOM 2119, OCONTO, WI 54153**

This is an open meeting of the Loss Control Sub-Committee of the Oconto County Health and Human Services Department. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting by forwarding the complete agenda to the newspapers and to all news media who have requested the same, as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website: [www.co.oconto.wi.us](http://www.co.oconto.wi.us)

1. Call Meeting to Order
2. Statement of County Mission and Vision
3. Approval of Agenda
  - 3.1. Changes in Sequence
  - 3.2. Removal of Items
4. Approve Minutes of Previous Meeting (Enc.)
5. Follow up on Mass Fatality/Family Assistance Center Training and Next Steps, Staff Training
6. Health and Human Services Tornado Drill Video
7. Fleet Vehicle Parking Signage
8. Approve Dissolution of Health and Human Services Loss Control Sub Committee
9. Other Business
10. Announcements/General Information
11. Adjournment

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk's office at 920-834-6800 at least 24 hours before the meeting begins, so appropriate accommodations can be made.

Persons who are members of another governmental body but who are not members of this committee may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

cc: Committee, County Chair, County Vice-Chair, County Clerk, County Administrator, Post, Media, County Website

Date Posted: 05/05/2025

JS/wsd

MISSION: To responsibly serve, support, and protect the people and places throughout our community.  
VISION: An empowered community where safety, sustainability, and well-being are enhanced by our work.

**MINUTES**  
**MONDAY, FEBRUARY 10, 2025, 8:15 A.M.**  
**COUNTY LOSS CONTROL PROGRAM**  
**SUB-COMMITTEE OF HEALTH AND HUMAN SERVICES**  
**ROOM 2119, 2<sup>nd</sup> FLOOR COURTHOUSE BLDG C,**  
**501 PARK AVE, OCONTO, WI 54153**  
**(Not yet approved by Committee)**

Present: Jaelyn Scanlan, Richard Heath, Will Kline, Wendy Dey, and Shannon Haak

Absent: Jon Spice, Scott Shackelford, Betty Bickel

1. CALL MEETING TO ORDER  
Meeting was called to order at 8:18 a.m. by Jaelyn Scanlan.
2. STATEMENT OF COUNTY MISSION AND VISION  
Jaelyn read the County Mission and Vision Statements.
3. APPROVAL OF AGENDA  
Motion to approve agenda made by Rich and seconded by Will. Motion carried.
4. APPROVE MEETING MINUTES FROM 11-11-2024  
Motion to approve the meeting minutes made by Will and seconded by Rich. Motion carried.
5. FOLLOW UP ON MASS FATALITY/FAMILY ASSISTANCE CENTER TRAINING AND NEXT STEPS, STAFF TRAINING  
Jaelyn updated the committee. Jaelyn, Jon, and Heather Blum recently attended a training. The formal plan has not yet been created by the group, once completed, it will be used for training purposes. Virtual medical surge training will be held on 3/3, public health will be partaking. Heather put in a request to secure more cots from the Strategic National Stockpile, which can be used in an assistance center.
6. FOLLOW UP ON MASS NOTIFICATION PROCEDURE OF EMAIL TO TEXT  
Jaelyn updated the committee. Betty followed up with Melissa Schwaller, Director of Technology Services. At this time the current system would not allow for email to text notifications. Other options will need to be evaluated.
7. OTHER BUSINESS  
Discussion was held on whether the committee should continue or if the items discussed within the committee could be handled through a different outlet. Rich to follow up with Jon, Scott, and Kim Pytleski and will report back to the committee.
8. ANNOUNCEMENTS/GENERAL INFORMATION - None
9. NEXT MEETING  
Monday, May 12, 2025, at 8:15 a.m.
10. ADJOURN MEETING  
Motion to adjourn made by Rich and seconded by Will. Motion carried. Meeting adjourned at 8:36 a.m.

Date Posted: 02/11/2025  
Wendy Dey, Recorder