

BOARD MINUTES  
UNIFIED COMMUNITY SERVICES  
Wednesday, February 19, 2014  
200 W. Alona Lane, Lancaster, WI 53813

MEMBERS PRESENT: Julee Albers, Dave Bauer, Judy Friar, Robert Keeney, Mel Masters, Dwight Nelson, Mark Stead, Charles Stenner (Chair.), Mike Tiber, and Mary Ellen Tredinnick.

MEMBER ABSENT: Ryan Walmer.

OTHERS PRESENT: Neal Blackburn, Kathy Rink, Cheryl Knapp and Nancy Schmitz.

1. CALL TO ORDER/ROLL CALL: 7:00 p.m.; quorum present.
2. COMPLIANCE and MINUTES: Mark Stead moved to report meeting in compliance with open meetings law, approval of agenda and approval of the minutes of January 15, 2014 Board meeting. Motion seconded by Dave Bauer and passed.
3. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for January, 2014 as reviewed. Motion seconded by Dwight Nelson and passed.
4. REPORTS.  
No Family Support Purchase presented. Personnel report for January, 2014 given by Cheryl Knapp. Executive Committee report given by Cheryl Knapp. Committee met to do annual review of 2013 policy and procedure changes, forms, audits, surveys and outcome data. Chairman's report: None. Neal Blackburn presented the Director's report as follows:
  - a. Birth to 3 Annual Self-Assessment held with DHS and program is in complete compliance.
  - b. AODA staff peer review completed by DHS.
  - c. Advertised for receptionist position in lieu of upcoming secretary retiring in March. There were 64 applicants.
  - d. Statute in place that each county will need to designate a facility to receive behavioral dementia individuals instead an emergency detention. Orchard Manor might be a possibility for Grant County.
  - e. Wife of former employee, Jerry Cain, passed away on Saturday.
  - f. Governor Walker signed the mental health legislation. The Senate has passed four Heroin Bills (which involves handling of Narcan), will now go to the Governor's desk.

Mark Stead moved to accept reports and place on file. Motion seconded by Mel Masters and passed.
5. INTRODUCTIONS: None.
6. CLOSED SESSION: Dave Bauer moved to convene in closed session pursuant to Sec. 19.85 (1)(c), Wisconsin Statutes, to consider matters related to employment, promotion, and compensation of employees. Motion seconded by Judy Friar. A roll call vote was taken with results as follows: Julee Albers: yes; Dave Bauer: yes; Judy Friar: yes; Robert Keeney: yes; Mel Masters: yes; Dwight Nelson: yes; Mark Stead: yes; Charles Stenner: yes; Mike Tiber: yes; and Mary Ellen Tredinnick: yes. Motion passed.
7. CONVENE TO OPEN: Meeting reconvened in open session. 7:58 p.m.

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8. STAFFING: Mark Stead moved that Kathy Rink be appointed Deputy Director in Neal's absence with a \$2.50 lift in pay, effective first pay period in March. Motion seconded by Mel Masters and passed.

Julee moved that a competitive salary be negotiated for the part-time physical therapist position. Motion seconded by Mary Ellen Tredinnick and passed.

Dave Bauer moved to hire a Master's level therapist instead of an R.N. for the Emergency Services position opening. Motion seconded by Judy Friar and passed.

9. ADJOURNMENT: Mark Stead moved to adjourn at 8:00 p.m. Motion seconded by Mary Ellen Tredinnick and passed.

Nancy Schmitz, Recorder

Judy Friar, Secretary