

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, June 17, 2015
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT: Julee Albers, Judy Friar, Lester Jantzen, Dwight Nelson, Mark Stead, Charles Stenner, Mike Tiber (Chair.), and Mary Ellen Tredinnick.

MEMBER ABSENT: Judy Lindholm

MEMBER EXCUSED: Nancy Howard

OTHERS PRESENT: Kathy Rink, Zack Armstrong, Cheryl Knapp and Nancy Schmitz

1. CALL TO ORDER/ROLL CALL: 7:00 p.m.; quorum present.
2. COMPLIANCE and MINUTES: Mary Ellen Tredinnick moved to report meeting in compliance with open meetings law, approval of agenda and approval of the minutes of May 20, 2015 Board meeting. Motion seconded by Julee Albers and passed.
3. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for May, 2015 as reviewed. Motion seconded by Dwight Nelson and passed.
4. REPORTS: Financial report for May, 2015 given by Zack Armstrong. Personnel report for May, 2015 given by Cheryl Knapp. Chairman's report: None. Kathy Rink presented the Director's report as follows:
 1. The State Surveyor was in our clinics on Monday and Wednesday reviewing records. We received a two year certification for the Outpatient Mental Health, Substance Abuse, and Emergency Services programs with no citations or deficiencies. The surveyor gave some "gentle" recommendations for improvements.
 2. Tomorrow we are scheduled for a four-hour conference call in our continuing preparation for electronic health records. There is a four-day training scheduled in July.
 3. We will host a farewell potluck for Dr. Hunter's last day on June 29, 2015 at the Dodgeville office.
 4. New outpatient mental health therapist, Jessica Morton started on June 1st.
 5. Peg Ryan received a complimentary note and video from the parent of a child in our Birth to 3 Program.
 6. Amber Johnson received a complimentary action from an emergency services client for her extensive work in helping him.
 7. Dr. Szeibel gave notice that he will be retiring at the end of December.

Lester Jantzen moved to accept reports and place on file. Motion seconded by Charles Stenner and passed.

5. INTRODUCTIONS: None

6. STAFFING: The need for a master's level intake position was discussed. There is still a vacancy for the AODA position when another staff left the agency. The person in this new position could do comprehensive assessments in both the mental health and AODA programs. Charles Stenner moved to approve the master's level intake position. Motion seconded by Judy Friar. Motion passed.

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7. CLOSED SESSION: Mary Ellen Tredinnick moved to convene in closed session pursuant to Sec. 19.85 (1)(c) Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee. Motion seconded by Julee Albers. A roll call vote was taken with results as follows: Julee Albers: yes; Judy Friar: yes; Lester Jantzen: yes; Dwight Nelson: yes; Mark Stead: yes; Charles Stenner: yes; Mike Tiber: yes; and Mary Ellen Tredinnick: yes. Motion passed.
8. CONVENE TO OPEN: Meeting reconvened in open session. 8:15 p.m. Kathy received a very favorable assessment. A written evaluation will be provided at a later date.
9. ADJOURNMENT: Mark Stead moved to adjourn at 8:20 p.m. Motion seconded by Dwight Nelson and passed.

Nancy Schmitz, Recorder

Julee Albers, Secretary