

BOARD MINUTES  
UNIFIED COMMUNITY SERVICES  
Wednesday, April 20, 2016  
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT: Ron Coppernoll, Judy Friar, Nancy Howard, Gary Ranum, Mark Stead (Vice Chair), Charles Stenner, Kelby Thomas, Mike Tiber (Chair) and Mary Ellen Tredinnick.

MEMBER UNEXCUSED: Judy Lindholm

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

1. CALL TO ORDER/ROLL CALL: 7:00 p.m.; quorum present.
2. OPEN MEETINGS LAW CERTIFICATION: A notice was published in the Herald Independent, stating the date, time and place of the Unified Community Services Board meeting. Notice was also posted in two public locations and on Grant and Iowa Counties websites. Verified by Nancy Schmitz.
3. CONSENT CALENDAR: Mark Stead moved to approve the agenda and to approve the minutes of the March 16, 2016 Board meeting. Motion seconded by Charles Stenner and passed unanimously.
4. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for March, 2016 as reviewed. Motion seconded by Nancy Howard and passed unanimously.
5. REPORTS:
  - a) Financial report for March, 2016 given by Zack Armstrong.
  - b) Personnel report for March, 2016 given by Cheryl Knapp.
  - c) Executive Committee report given by Mike Tiber. Changes to policies, procedures and forms for the past year were reviewed and revisions approved.
  - d) Chairman's report: None.
  - e) Kathy Rink presented the Director's report as follows:
    - i. We have paid for 187 days year-to-date at Winnebago Mental Health Institute, compared to 267 days this time last year. Wisconsin Department of Children and Families spoke at a recent meeting about crisis options for children. The Mayo Clinic Health System – Franciscan Healthcare inpatient psychiatric unit is closing. Meriter has a children's psychiatric unit and Gundersen also still has a unit. Mendota currently has a geriatric unit and a forensic unit. Residential treatment providers are Hope Haven and Tellurian in Madison, and Mayo Franciscan in LaCrosse. We are seeing success with the Drug Court and OWI Courts.
    - ii. Unified applied for a grant last month that would include funding for two AODA Counselor positions to provide intensive outpatient treatment. This grant would also include some funding for residential treatment and transportation.
    - iii. Holly Knapp, Emergency Services Supervisor, provided a three hour mental health training at the Grant County Sheriff's Department. Holly also coordinates a monthly roundtable meeting, inviting speakers on select topics, for law enforcement, corporation counsel, and schools.
    - iv. Patti Heer, Mental Health Supervisor, is taking a course in DBT, a counseling technique used when medications aren't effective.
    - v. The go-live date for electronic health records has been rescheduled to June.
    - vi. Fiber optic cable is now in place for data and voice.

## UNIFIED COMMUNITY SERVICES

Wednesday, April 20, 2016

Page 2

- vii. Zack Armstrong put together and distributed a summary of insurance coverage for Unified.
- viii. Kathy distributed an Annual Report Data Comparison for 2013-2015.
- ix. Dr. Knuppel, our Medical Director, and Becky Manning, APNP, have developed practice guidelines for prescribing psychostimulant medications.
- x. Diana Kroeber, AODA Supervisor, attended the AA Conference with over 200 attendees. Unified is using the 20% of the AODA Block Grant on prevention programs. Megan Wolf, AODA Counselor, has helped put together a program that includes spots on the radio, doing presentations in the schools, and also an after school program with high risk children at the Barnabus House.
- xi. Kathy attended a meeting regarding human trafficking, American children in the sex or labor trade. A woman from Dubuque was involved in the trade and she is reaching out to others. Statistics show that runaways are approached within 48 hours.
- xii. Megan Wolf is working with the Grant County Health Department to educate high school students in our area on the issues surrounding drug use.

Mark Stead moved to accept the reports and place on file. Motion seconded by Judy Friar and passed unanimously.

- 6. INTRODUCTIONS AND PUBLIC COMMENTS: Two newly appointed Board members, Ron Coppernoll and Gary Ranum, were introduced.
- 7. STAFFING: Two part-time positions to provide back-up staffing for Emergency Services are being requested. Each position would require 20 hours for initial training and then one to two hours every other week for updates, in addition to providing coverage as needed. The cost would be approximately \$5,000 annually. The cost would be offset in the current year by grant funds received that included labor dollars. Holly Knapp, Emergency Services Supervisor, currently has two Northwest Connections mobile staff members job shadowing her that may be a good fit for these positions. Charles Stenner moved to hire two part-time employees as back-up staff for Emergency Services. Motion seconded by Ron Coppernoll and passed unanimously.
- 8. ADJOURNMENT: Mark Stead moved to adjourn at 7:49 p.m. Motion seconded by Mary Ellen Tredinnick and passed unanimously.

Nancy Schmitz, Recorder