

BOARD MINUTES  
UNIFIED COMMUNITY SERVICES  
Wednesday, June 15, 2016  
200 W. Alona Lane, Lancaster, Wisconsin

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

MEMBER EXCUSED: Kelby Thomas.

OTHERS PRESENT: Kathy Rink, Zack Armstrong, Cheryl Knapp, Peg Ryan 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: Mike Tiber moved to approve the agenda with correction of next meeting date of July 20, 2016 and to approve the minutes of the May 18, 2016 Board meeting. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
4. BILLS: Gary Ranum moved approval for payment of the bills for May, 2016 as reviewed. Motion seconded by Ron Coppernoll and passed unanimously.
5. REPORTS:
  - a) Financial report for May, 2016 given by Zack Armstrong.
  - b) Personnel report for May, 2016 given by Cheryl Knapp.
  - c) Chairman's report given by Mark Stead. Mark and several others attended the Grant County Drug Court graduation and found it impressive and eye opening. Encouraged others to attend.
  - d) Kathy Rink presented the Director's report as follows:
    - i. The number of Emergency Detentions is ahead of last year to-date.
    - ii. Funding decisions for the SAMHSA grant that Unified applied for will be announced in September.
    - iii. Met with a Metastar advisor who is helping us comply with the Medicaid Electronic Health Record incentive requirements.
    - iv. The agency held a spruce-up afternoon in both offices with good results.
    - v. Kathy reviewed the U.S. Death Report and there has been an increase over the last 10 years in male suicides, opioid and heroin deaths, and dementia deaths.
    - vi. Discussed an article from Wisconsin Counties Association on the "Stepping Up Initiative". Stepping Up would like counties to pass a resolution to reduce the number of mentally ill in rural jails.

Charles Stenner moved to accept the reports and place on file. Motion seconded by Mary Ellen Tredinnick and passed unanimously.

6. INTRODUCTIONS AND PUBLIC COMMENTS: Peg Ryan, Long Term Support (LTS) Program Supervisor, spoke about the Birth to 3 Program that receives approximately 200 referrals per year, and the process required with each referral. The LTS Supervisor and one Case Manager provide case management services for an average of 40 children in the Birth to 3 Program, 17 in the Children's Waiver Program, and approximately 40 in the Children's COP Program. Case management services

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for Autism Waiver children are being transitioned to Unified, with 3 cases being served currently and 14 more to be served by the end of the year.

7. STAFFING: Kathy Rink reported that the Long Term Support Program is responsible for the Birth to 3 Program, Children's COP, Children's Waiver, Protective Placement Reviews, Comprehensive Evaluations for the Court, and Adults-at-Risk. A Case Manager position that became vacant in 2013 has never been filled. Since that time case loads and requirements have continued to increase. Birth to 3 referrals have increased 22% (259) with each referral requiring contact with the family. Birth to 3 now requires a social/emotional screen for each child. The State currently contracts with Lutheran Social Services to provide case management services for autistic children, but that service is transitioning to the counties, with the counties taking full responsibility on January 1, 2017. Kathy stated that another Case Manager is needed to meet increased workloads, and requested the position be filled soon to accommodate training needs. The cost of the position would be approximately \$68,000 annually with benefits. The cost of the position can be partially offset in the 2016 budget by a decrease in the cost of client placements. Charles Stenner moved to approve a Case Manager position for the Long Term Support Program. Motion seconded by Judy Friar and passed unanimously.
8. CAPITAL ACQUISITION: Zack Armstrong requested approval for the purchase of a copier with scanning and faxing capabilities for the Dodgeville office at a cost of \$4,700, and two smart boards at a cost of \$5,000 each. These costs were included in the emergency services grant and will be paid with grant funds. Ron Coppernoll moved to approve the purchase of these items at the best price possible. Motion seconded by Mike Tiber and passed unanimously.
9. ADJOURNMENT: Gary Ranum moved to adjourn at 8:07 p.m. Motion seconded by Ron Coppernoll and passed unanimously. Next meeting date is July 20, 2016.

Nancy Schmitz, Recorder