

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, January 18, 2017
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, Kelby Thomas, Mike Tiber and Mary Ellen Tredinnick.

OTHERS PRESENT: Kathy Rink, Cheryl Knapp, Zack Armstrong, 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 at the county courthouses, two other public locations, and on the Grant and Iowa County websites. Verified by Nancy Schmitz.
3. CONSENT CALENDAR: Mike Tiber moved to approve the agenda and the minutes of the December 21, 2016 Board meeting. Motion seconded by Judy Lindholm and passed unanimously.
4. BILLS: Gary Ranum moved approval for payment of the bills for December, 2016 as reviewed. Motion seconded by Charles Stenner and passed unanimously.
5. REPORTS:
 - a) Financial report for December, 2016 given by Zack Armstrong.
 - b) Personnel report for December, 2016 given by Cheryl Knapp.
 - c) Executive Committee Report given by Mark Stead. The Committee met and reviewed and approved the 2016 revised policies, procedures, forms, audit reports, surveys and other data.
 - d) Chairman's report – None.
 - e) Kathy Rink presented the Director's report as follows:
 - i. Dr. Robert Vickrey visited with staff at both offices on 1/5/17. He will be conducting CSP supervision and outpatient clinical collaboration every other week by videoconferencing. He plans another visit to the Dodgeville office on 1/25/17 and once per quarter after that.
 - ii. Dr. Jeff Marcus will be seeing clients in need of recommitment evaluations and CSP admissions once per month starting 2/7/17. He will also provide court testimony for recommitment hearings as scheduled by the Court.
 - iii. Becky Manning is working 48-hour weeks to cover medication-management needs until we can hire another prescriber.
 - iv. We are in the second round of advertising for another SAMHSA-grant-funded AODA counselor for Iowa County.
 - v. Brittany Fishnick started in our Long Term Support Department. Children's Waiver caseload doubled to 35 with the addition of children with autism.
 - vi. Kathy Rink, Agency Director, is retiring at the end of February and we have advertised for that position.
 - vii. Press release reviewed from Southwest Wisconsin Technical College regarding the Crisis Intervention Team (CIT) trainings and Crisis Intervention Partner (CIP) trainings that are being provided through Emergency Services grant monies. The initial CIT training was attended by 20 law enforcement officers and will be offered again at a later date. A CIP training will be scheduled at a later date.

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- viii. Grant County has two LEAN Projects underway. Holly Knapp is involved with the “Stepping Up” project that aims to reduce the number of mentally ill in the County Jail. Shelley Clifton is involved with the “Accounts Payable” project to streamline the accounting process.
- ix. The Personnel Committee will meet on meet on January 31, 2017 to review applicants for the Director’s position and again on February 15, 2017 at 6:00 p.m. to review updates to the Employee Handbook.

Judy Lindholm moved to accept the reports and place them on file. Motion seconded by Gary Ranum and passed unanimously.

6. INTRODUCTIONS AND PUBLIC COMMENTS: None.

7. RESOLUTION: Kathy Rink reported to the Board that the State requires a waiver signed by the Board that allows the Director to sign contracts with the State. Resolution was presented and reviewed by the Board. Judy Lindholm moved to adopt the Resolution to give Authorization for the Agency Director to sign State and Professional Services Contracts. Motion seconded by Mike Tiber and passed unanimously. The Resolution was signed by the Board members present.

8. ADJOURNMENT: Judy Lindholm moved to adjourn at 7:37p.m. Motion seconded by Gary Ranum and passed unanimously. Next meeting date is February 15, 2017.

Nancy Schmitz, Recorder