

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, January 17, 2018
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, Mike Tiber and Mary Ellen Tredinnick.

MEMBER ABSENT: Kelby Thomas.

OTHERS PRESENT: Jeff Lockhart, 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 four public locations, on Grant and Iowa Counties websites and sent to local radio stations. Verified by Nancy Schmitz.
3. CONSENT CALENDAR: Mike Tiber moved to approve the agenda and to approve the minutes of the December 20, 2017 Board meeting. Motion seconded by Charles Stenner and passed unanimously.
4. BILLS: Ron Coppernoll moved approval for payment of the bills for December 2017/January 2018 as reviewed. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
5. REPORTS:
 - a) Financial report for December, 2017 given by Zack Armstrong.
 - b) Personnel report for December, 2017 given by Cheryl Knapp.
 - c) Chairman's report – None.
 - d) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Current unassigned fund balance is at 25%. Hospitalization costs have been reduced.
 - ii. Powerpoint presentation: centralized scheduling used to reduce wait times and increase direct service time.
 - iii. Unified is working to improve relationships with community partners and awareness of what services we provide. We are looking to address threats and challenges in 2018.
 - iv. 2018 Deliberate Practice Guide: set goals, improve outcomes, keep short wait times and keep the budget balanced.
 - v. Discussion of WCHSA supporting a Bill to open up Mendota for emergency detentions. Discussed educating representatives about burden on law enforcement following Mendota closing.
6. INTRODUCTIONS AND PUBLIC COMMENTS: None.
7. STAFFING: Clinician on vacation and is now on FMLA. We are arranging an internal department transfer to cover psychotherapy short fall.

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

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8. ADJOURNMENT: Charles Stenner moved to adjourn at 7:34 p.m. Motion seconded by Judy Friar and passed unanimously. Next meeting date is February 21, 2018.

Nancy Schmitz, Recorder