

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, February 21, 2018
200 W. Alona Lane, Lancaster, Wisconsin

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

MEMBER EXCUSED: July Lindholm.

OTHERS PRESENT: Jeff Lockhart, Zack Armstrong, Cheryl Knapp, and Robert Keeney.

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 Cheryl Knapp.
3. CONSENT CALENDAR: Ron Coppernoll moved to approve the agenda and to approve the minutes of the January 17, 2018 Board meeting. Motion seconded by Mike Tiber and passed unanimously.
4. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for January/February 2018 as reviewed. Motion seconded by Nancy Howard and passed unanimously.
5. REPORTS:
 - a) Personnel report for January 2018 given by Cheryl Knapp.
 - b) Chairman's report – None.
 - c) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified Community Services (UCS) had unspent Substance Abuse and Mental Health Administration (SAMHSA) Treatment Court grant funds in 2017 due to the timing of hiring substance abuse counselors. A paperwork issue prevented UCS from carrying over 100% of the unspent funds, but a 10% carryover was approved. This reduction in carryover will not negatively impact programs.
 - ii. A meeting of the Executive Committee is scheduled for Wednesday, March 21, 2018 at 6:00 p.m. at UCS in Lancaster.
 - iii. A letter of commendation from The Honorable Craig Day regarding UCS Substance Abuse Counselor Keri Bragg was read.
 - iv. A comparison of two similar multi-county Department of Community Programs was presented. UCS and The Human Service Center of Forest, Oneida, and Vilas Counties serve similar populations, but The Human Service Center has approximately twice the number of staff and receives twice the amount of county allocation as UCS.
 - v. UCS Team Leaders were commended for managing multiple responsibilities, and for taking on additional duties as necessary.
 - vi. UCS began using an electronic health record (EHR) on February 1st, and we're continuing to work through issues. EHR implementation was complicated by other computer problems.

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

6. INTRODUCTIONS AND PUBLIC COMMENTS: None.
7. BUILDING LEASE AGREEMENT: The current lease agreement for the UCS Lancaster office building increases the cost per square foot by \$1 on May 1st every other year. Effective May 1, 2018 the rate will be \$16 per square foot. The owner of the building has proposed a new ten year lease agreement that would set the rate at \$17.39 per square foot for the next 10 years. Zack Armstrong reported that the proposed agreement would result in increased costs in the first years of the agreement, but decreased costs in the later years, with a breakeven date of January 2026. The proposed lease would result in a cumulative 2.83% savings of \$38,000. Expenditures under the proposed lease would total \$1.3 million over the 10 years. The Board requested that further negotiations be undertaken with the landlord before being brought back to the Board for further consideration.
8. EARMARKING MONIES RECEIVED FROM OPIOID LAWSUIT: The Grant County Criminal Justice Coordinating Counsel (CJCC) wants any monies received from the County's participation in the class action lawsuit against opioid manufacturers to be earmarked for mental health and substance abuse treatment and prevention. Gary Ranum, who is a member of the CJCC, will work with the Grant County Treatment Court Coordinator and others to develop a Resolution to the County Boards for consideration at a future meeting.
9. ADJOURNMENT: Charles Stenner moved to adjourn at 7:52 p.m. Motion seconded by Mike Tiber and passed unanimously. Next meeting date is March 21, 2018.

Cheryl Knapp, Recorder