

BOARD MINUTES  
UNIFIED COMMUNITY SERVICES  
Wednesday, November 20, 2019  
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT: Carol Beals, Judy Friar, Nancy Howard, Amy Kite, Justin O'Brien, Gary Ranum, Patrick Schroeder, Charles Stenner, Mike Tiber (Chair.) and Mary Ellen Tredinnick.

MEMBER EXCUSED: Mel Masters.

OTHERS PRESENT: Jeff Lockhart, 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. AGENDA: Gary Ranum moved to approve the agenda with revised order to move closed session after Introduction. Motion seconded by Patrick Schroeder and passed unanimously.
4. MINUTES: Charles Stenner moved to approve the minutes of the October 16, 2019 meeting. Motion seconded by Judy Friar and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: None.
6. CONVENE IN CLOSED SESSION: Mary Ellen Tredinnick moved to convene in closed session pursuant to Sec. 19.85 (1)(f), Wisconsin Statutes, for consideration of specific personnel matters. Motion seconded by Justin O'Brien. A roll call vote was taken with results as follows: Carol Beals: yes; Judy Friar: yes; Nancy Howard: yes; Amy Kite: yes; Justin O'Brien: yes; Gary Ranum: yes; Patrick Schroeder: yes; Charles Stenner: yes; Mike Tiber: yes; and Mary Ellen Tredinnick: yes. Motion passed unanimously.
7. CONVENE TO OPEN SESSION: Meeting reconvened in open session 7:14 p.m.
8. BILLS: Patrick Schroeder moved approval for payment of the bills for October/November, 2019 as reviewed. Motion seconded by Charles Stenner and passed unanimously.
9. REPORTS:
  - a) Financial report for October, 2019 given by Cheryl Knapp.
  - b) Personnel report for October, 2019 given by Cheryl Knapp.
  - c) Chairman's report – none.
  - d) Jeff Lockhart presented the Agency Director's report as follows:
    - i. Unified's unassigned fund balance is at 21%.
    - ii. Substance Abuse counselor shortages. Three therapists with Master's degrees will be participating in an on-line program through U.W. to obtain licensure for substance abuse. Unified will use funding from the Opioid Grant to pay for classes. Eventually this will increase the number of staff available to work in both programs.
    - iii. Unified will be bringing four interns in to provide services in January for approximately six months.

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- iv. Jeff Lockhart is providing coverage for the Community Support Program until Unified fills the vacant position.
- v. Jan Sudmeier is filling in as interim Finance Director.

Justin O'Brien reported on an article in the Madison paper from Tuesday regarding funding to beef up Drug Court and OWI court. The Iowa County Board is reviewing budget for these programs.

Mary Ellen Tredinnick moved to accept the reports and place them on file. Motion seconded by Justin O'Brien and passed unanimously.

- 10. 2020 AUDIT AGREEMENT: No action.
- 11. VACATION EXTENSION: Gary Ranum moved to approve extension of vacation time for Jeffrey Lockhart as requested for 90 days. Motion seconded by Nancy Howard. Charles Stenner moved to amend extension time to 6 months. Motion seconded by Carol Beals. Motion passed unanimously.
- 12. NEXT MEETING: December 18, 2019 at 7:00 p.m.
- 13. ADJOURNMENT: Charles Stenner moved to adjourn at 7:45 p.m. Motion seconded by Nancy Howard and passed unanimously.

Nancy Schmitz, Recorder