

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, March 18, 2020
200 W. Alona Lane, Lancaster, Wisconsin

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

MEMBERS EXCUSED: Carol Beals, Nancy Howard, and Mel Masters.

OTHERS PRESENT: Jeff Lockhart, Jan Sudmeier, 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: Patrick Schroeder moved to approve the agenda. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
4. MINUTES: Gary Ranum moved to approve the minutes of the February 19, 2020 meeting with correction for report from Gary in regards to Jeff Lockhart as the new vice-chair of CJCC committee. Motion seconded by Patrick Schroeder and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: None.
6. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for February/March, 2020 as reviewed. Motion seconded by Justin O'Brien and passed unanimously.
7. REPORTS:
 - a) Financial Reports for Year-end 2019 and January and February, 2020 given by Jan Sudmeier.
 - b) Personnel report for February, 2020 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. Jan Sudmeier spoke with our current lease holder about costs of owning our own building. Discussed with UCS Board options and they offered recommendations. Okay to move forward and obtain figures.
 - iii. Shane Drinkwater, IT with Grant County has tested our phone system and installed temporary equipment to fix the call dropping, but now our system has slowed down.
 - iv. Interviewed three candidates for the full-time IT position with Unified.
 - v. COVID 19 responses. County has made proposals.
 - vi. UCS has a special responsibility to continue as much as normal. Offering Telehealth to reduce contacts and need to keep up revenue sources. This is been approved by the State.

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

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8. PHONE SYSTEM UPGRADE: Data and voice share a connection between the Dodgeville and Lancaster offices. Data currently takes priority over voice and is causing phone calls in Dodgeville to disconnect. Shane Drinkwater, Grant County IT Director, recommends equipment to give voice priority over data on the connection, along with a higher internet speed. Jan Sudmeier reported that \$6,500 had previously been approved to upgrade the phone system. However, additional money is required for the upgrade, and would be taken from the general fund. Gary Ranum moved to approve the request to use \$12,000 additional funds for the system upgrade. Motion seconded by Patrick Schroeder and passed unanimously.
9. ADDITIONS AND/OR CHANGES TO SALARY SCHEDULE: Jeff Lockhart requested that the Board establish a salary rate for a Psychologist, and for an Emergency Services Coordinator with an associate's degree. We've interviewed a Psychologist who we want to hire part-time for the CCS Service Director position. Additionally, a current Mobile Crisis Worker who has an associate's degree is willing to work one day per week while the Emergency Services Supervisor is on leave for three months. Mary Ellen Tredinnick moved to approve the proposed salary rate for a Psychologist and Emergency Services Coordinator with an associate's degree. Motion seconded by Judy Friar and passed unanimously.
- 9 NEXT MEETING: April 15, 2020 at 7:00 p.m. Looking into Zoom meetings for upcoming meetings.
10. ADJOURNMENT: Charles Stenner moved to adjourn at 8:10 p.m. Motion seconded by Justin O'Brien and passed unanimously.

Nancy Schmitz, Recorder