

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, May 20, 2020
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT VIA Zoom: Carol Beals, Joan Davis, Judy Friar, Nancy Howard, Amy Kite, Gary Ranum, Patrick Schroeder, and Mike Tiber (Chair.)

MEMBERS PRESENT VIA Zoom in office: Charles Stenner and Mary Ellen Tredinnick.

MEMBERS EXCUSED: Alex Ray.

OTHERS PRESENT VIA Zoom: Jeff Lockhart, Jan Sudmeier, Cheryl Knapp and Nancy Schmitz.

1. CALL TO ORDER/ROLL CALL: 7:20 p.m. (Delay due to technical difficulties); 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. Notice given that meeting will be conducted via electronic videoconferencing. Verified by Nancy Schmitz.
3. AGENDA: Patrick Schroeder moved to approve the agenda. Motion seconded by Gary Ranum and passed unanimously.
4. MINUTES: Gary Ranum moved to approve the minutes of the March 18, 2020 meeting with correction for report from Gary in regards to Jeff Lockhart as the new vice-chair of CJCC committee. Motion seconded by Judy Friar and motion passed. Joan Davis abstained.
5. ELECTION OF OFFICERS: Mike Tiber called for nominations for Chairman. Patrick Schroeder nominated Gary Ranum. Call for further nominations. Mary Ellen Tredinnick nominated Patrick Schroeder. There were no further nominations. Patrick Schroeder declined nomination. Patrick Schroeder moved to close nominations and cast a unanimous ballot for Gary Ranum as Chairman. Motion seconded by Amy Kite. Motion carried. Gary Ranum called for nominations for Vice-Chairman. Mary Ellen Tredinnick nominated Patrick Schroeder. There were no further nominations. Charles Stenner moved to close nominations and cast a unanimous ballot for Patrick Schroeder as Vice-Chairman. Motion seconded by Judy Friar. Motion carried. Gary Ranum called for nominations for Secretary. Gary Ranum nominated Judy Friar. There were no further nominations. Patrick Schroeder moved to close nominations and cast a unanimous ballot for Judy Friar as Secretary. Motion seconded by Nancy Howard. Motion carried. Gary Ranum will review existing committees and report next month.
6. INTRODUCTIONS AND PUBLIC COMMENTS: Board introduced themselves via zoom. Mike Tiber thanked the Board for their support these past two years.
7. BILLS: Mike Tiber moved approval for payment of the bills for February/March and March/April 2020 as reviewed. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
8. REPORTS:
 - a) Financial Reports for March and April, 2020 given by Jan Sudmeier.
 - b) Personnel report for March and April, 2020 given by Cheryl Knapp.

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- c) Chairman's report – none.
- d) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified Outpatient services completely operating via Telehealth at this time. A computer station is available in clinic lobbies for use by clients. Federal and State Government modified rules to make an allowance to bill for phone and virtual appointments.
 - ii. Unified temporarily suspended intensive outpatient groups until State authorizes groups to be conducted via telehealth. During that time several members relapsed which proves the importance of groups.
 - iii. One third of our staff are in the office. We are working on a transition plan to ease staff back. Counties are working on a 3-Phase system.
 - iv. Jeff Lockhart and staff are currently working on a grant with Workforce Development for uninsured/underinsured women to re-enter workforce.
 - v. Requests for mental health services currently down. Possibly expecting a delayed mental health epidemic if the unemployment picture remains the same, including farmers going through financial stress. There has not been a decrease in demand for medication management services.

Charles Stenner moved to accept the reports and place them on file. Motion seconded by Carol Beals and passed unanimously.

- 9. ADDITIONS AND/OR CHANGES TO SALARY SCHEDULE: Jeff Lockhart informed the Board that the AODA Block Grant has given permission to use funds to hire a half-time Prevention Specialist position. We have a couple of interviews scheduled, but need to set a salary. The person will work with law enforcement, education programs, etc. There is a requirement for spending 20% of the Block Grant on prevention services that has to be met. The position requires prevention specialist or prevention specialist-in-training license, but does not require a Bachelor's degree. Comparable pay scale range is \$20.99/hour up to \$24.41 in 2 years. Patrick Schroeder moved to approve the proposed salary rate for the half-time Prevention Specialist position. Motion seconded by Nancy Howard and passed unanimously.
- 9 NEXT MEETING: June 17, 2020 at 7:00 p.m. Looking into Zoom meetings for upcoming meetings.
- 10. ADJOURNMENT: Joan Davis moved to adjourn at 8:20 p.m. Motion seconded by Amy Kite and passed unanimously.

Nancy Schmitz, Recorder