

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, October 21, 2020
200 W. Alona Lane, Lancaster, Wisconsin

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

MEMBER EXCUSED: Joan Davis

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

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

1. CALL TO ORDER/ROLL CALL: 6:00 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. 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 Justin O'Brien and passed unanimously.
4. MINUTES: Carol Beals moved to approve the minutes of the September 16, 2020 meeting. Motion seconded by Amy Kite and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: Robert Keeney via phone.
6. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills September/October, 2020 as reviewed. Motion seconded by Charles Stenner and passed unanimously.
7. REPORTS:
 - a) Financial report for September, 2020 given by Jan Sudmeier.
 - b) Personnel report for September, 2020 given by Cheryl Knapp.
 - c) Chairman's report – None.
 - d) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified has an unassigned fund balance of 22%.
 - ii. Focus is on correcting reporting to the State for Mental Health and AODA.
 - iii. Implemented a No-Show Policy. If client misses 2 consecutive sessions or 3 sessions within 3 months they will need to call the office the day they come in.
 - iv. Couple UCS staff have been on quarantine due to COVID-19.
 - v. Reapplied for the Opioid Grant in October.
 - vi. Case load is full for the first Comprehensive Community Services case manager. We have hired the second case manager who will start Mid November.
 - vii. The Community Services Program has been recertified for the next two years.
 - viii. SWCAP applied for a Grant of \$1 million over the next five years for Suicide Prevention for farmers.
 - ix. We are using the UCS Website to publish information related to current behavioral health issues, e.g. dealing with stress during COVID-19.

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- x. The Grant County Taxpayer ID is shared through departments in the county. Most COVID-19 dollars we applied for ended up with the County. Have to submit a list to the county by November 5th for items to be purchased with COVID relief funds. Money to be spent on unbudgeted expenses due to COVID-19. Jan Sudmeier is applying for another grant specific to mental health issues, Route to Recovery funds.
- xi. UCS is following Grant County's temporary policy change to allow employees to use accrued sick leave, if no other leave is available, if a parent needs to be home with children because school is closed due to COVID-19. This policy sunsets at the end of 2020.

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

8. NEXT MEETING: November 18, 2020 at 6:00 p.m. Consensus of group to change time of the next meeting to 6:00 instead of 7:00 p.m. We will continue to meet via zoom.

9. ADJOURNMENT: Patrick Schroeder moved to adjourn at 6:37 p.m. Motion seconded by Judy Friar and passed unanimously.

Nancy Schmitz, Recorder