

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, March 17, 2021
200 W. Alona Lane, Lancaster, Wisconsin

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

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: Mike Tiber moved to approve the agenda. Motion seconded by Justin O'Brien and passed unanimously.
4. MINUTES: Patrick Schroeder moved to approve the minutes of the February 17, 2021 meeting. Motion seconded by Joan Davis and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: Robert Keeney.
6. BILLS: Joan Davis moved approval for payment of the bills for February/March, 2021 as reviewed. Motion seconded by Judy Friar and passed unanimously.
7. REPORTS:
 - a) Financial reports for Year end 2020, January 2021 and February 2021 given by Jan Sudmeier.
 - b) Personnel report for February, 2021 given by Cheryl Knapp.
 - c) Chairman's report – Gary Ranum spoke with Corporation Counsel and Emergency Rule still in effect during pandemic in regards to Board quorum.
 - d) Team Leader report given by Cheryl Knapp for Human Resources and Administrative Support Staff: Involved in hiring staff, supervision of Health IT, on-site program recertifications, staff do scheduling, typing, and process record requests.
 - e) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified has an unassigned fund balance of 15%.
 - ii. Restart of the electronic records committee, looking at other systems.
 - iii. Article distributed regarding Congress delivering nearly \$4 Billion in Substance Use and Mental Health funds.
 - iv. Reviewed Annual Report.

Joan Davis attended Treatment Court graduation. A graduate is starting up a support group. CCS can reimburse this type of position. Therapists were asked to think about individuals already providing this type of peer support. Great opportunity for a person in recovery. Carol Beals moved to accept the reports and place them on file. Motion seconded by Justin O'Brien and passed unanimously.

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8. SALARY SCHEDULE: Add position and funding from Opioid Grant for a Peer Support Specialist. Looking to hire 4 – 2 in each county, part-time. Establish a salary scale at paraprofessional start rate of \$15.45/hour with a wage progression in 6 month (16.07) and 1 year (17.38). Position would require some training and a certification. Patrick Schroeder moved to approve salary scale for Peer Support Specialist using Opioid Grant Funds. Motion seconded by Justin O'Brien and passed unanimously.
9. NEXT MEETING: April 21, 2021 at 6:00 p.m. via zoom.
10. ADJOURNMENT: Charles Stenner moved to adjourn at 6:40 p.m. Motion seconded by Carol Beals and passed unanimously.

Nancy Schmitz, Recorder