

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, October 20, 2021
200 W. Alona Lane, Lancaster, Wisconsin

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

MEMBERS PRESENT VIA Zoom in office: Judy Friar, Patrick Schroeder, Charles Stenner and Mary Ellen Tredinnick.

OTHERS PRESENT VIA Zoom: Jeff Lockhart, Jessica Munson, Cheryl Knapp, Robert Keeney, Taryn Pratt, Ashley Hampton 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: Joan Davis moved to approve the minutes of the September 15, 2021 meeting to include revision of "Boards" in #9. Motion seconded by Amy Kite and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: Robert Keeney and Ashley Hampton discussion regarding Lancaster office building purchase.
6. BILLS: Patrick Schroeder moved approval for payment of the bills September/October, 2021 as reviewed. Motion seconded by Judy Friar and passed unanimously.
7. REPORTS:
 - a) Financial report for September, 2021 given by Jessica Munson.
 - b) Personnel report for September, 2021 given by Cheryl Knapp.
 - c) 2020 Financial Audit Report – Jessica Munson. Reviewed Audit report and summary provided by Johnson Block and Company.
 - d) Building purchase – Jessica Munson. Discussion around appraisal, monthly cost comparisons, financing regarding purchase of Lancaster office building.
 - e) Chairman's report – None.
 - f) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified has an unassigned fund balance of 18%.
 - ii. Unified was awarded the State Opioid Grant for the 3rd year in the amount of \$550,806. Plan to fill two case management positions and one substance use counselor.
 - iii. Review of team (department) challenges and accomplishments over past month. Currently having to triage services in outpatient, as demand is exceeding the agency's capacity.
 - iv. Jeff is asking Board members to meet with Chairperson and Finance Directors from each county re Unified's status as the department of community services for both counties (vs. non-profit, etc.).

Gary Ranum reported the Grant County Budget passed as presented with ARPA funds allotted to Unified.

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Justin O'Brien mentioned he attended review of budget at Iowa County including use of ARPA funds. They had removed the \$44,000 from Unified. A motion was made to send back to the Executive Committee.

Joan Davis will attend Executive Committee meeting in November.

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

9. PROPOSED BY-LAWS: Presentation of additional change to previous proposal of By-Laws. Review to have 30 days elapse between the meeting before amendment can be adopted. Vote and sign in December.

10. NEXT MEETING: November 17, 2021 at 6:00 p.m. via zoom.

11. ADJOURNMENT: Joan Davis moved to adjourn at 8:06 p.m. Motion seconded by Carol Beals and passed unanimously.

Nancy Schmitz, Recorder