

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, December 15, 2021
200 W. Alona Lane, Lancaster, Wisconsin

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

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

MEMBERS EXCUSED: Justin O'Brien and Judy Friar.

OTHERS PRESENT VIA Zoom: Jeff Lockhart, Jessica Munson, Cheryl Knapp, Robert Keeney, Taryn Pratt, Adam 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 Charles Stenner and passed unanimously.
4. MINUTES: Joan Davis moved to approve the minutes of the November 17, 2021 meeting. Motion seconded by Carol Beals and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: Robert Keeney and Adam Hampton.
6. BILLS: Patrick Schroeder moved approval for payment of the bills November/December, 2021 as reviewed. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
7. REPORTS:
 - a) Financial report for November, 2021 given by Jessica Munson. Applied for ARPA funds, phase 4 funding received and discussing distribution with Grant County.
 - b) Personnel report for November, 2021 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. Review of team (department) challenges and accomplishments over past month. Emergency Services receiving calls for family members with addictions. Referrals have increased for the CLTS program; may need to add position soon. CSP is also close to capacity.
 - iii. Looking to be fully staffed soon in Outpatient, to include 2 grant-funded positions.
 - iv. Completed first week with ECHO EHR training. Next week will focus on finance and EHR forms.
- Charles Stenner moved to accept the reports and place them on file. Motion seconded by Joan Davis and passed unanimously.
8. 2022 LANCASTER BUILDING LEASE: Updated lease basically the same as from 2014. Will be paying increase to \$19.00/square foot. Lease is for 6 months and set to renew if building not purchased.

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9. APPROVAL OF UCS BY-LAWS: Revisions proposed in August and October approved. Patrick Schroeder moved to approve By-Laws as presented. Motion seconded by Mike Tiber and passed unanimously.
10. NEXT MEETING: January 19, 2022 at 6:00 p.m. via zoom.
11. ADJOURNMENT: Amy Kite moved to adjourn at 6:40 p.m. Motion seconded by Joan Davis and passed unanimously.

Nancy Schmitz, Recorder