

BOARD MINUTES

UNIFIED COMMUNITY SERVICES

Wednesday, September 21, 2022

Grant County Administration Building, Board Room 264, 111 S. Jefferson St., Lancaster, WI

MEMBERS PRESENT VIA Zoom: Nancy Howard, Amy Kite, and Justin O'Brien (arrived 6:15).

MEMBERS PRESENT: Carol Beals, Joan Davis (Chair), Judy Friar, Gary Ranum, Charles Stenner and Mike Tiber.

MEMBER EXCUSED: Brandon Snyder.

OTHERS PRESENT: Jeff Lockhart, Cheryl Knapp, Jessica Munson, and Katie Glanville.

OTHERS PRESENT VIA Zoom: Robert Keeney and Kayzia Teal.

1. CALL TO ORDER/ROLL CALL: 6:05 p.m.; quorum present.
2. OPEN MEETINGS LAW CERTIFICATION: Meeting Notice was posted in four public locations (two offices of Unified Community Services and both County buildings), and on Grant and Iowa Counties websites and sent to local radio stations. Notice given that meeting will be conducted in person and via electronic videoconferencing. Verified by Cheryl Knapp.
3. AGENDA: Gary Ranum moved to approve the agenda. Motion seconded by Mike Tiber and passed unanimously.
4. MINUTES: Amy Kite moved to approve the minutes of the August 17, 2022 meeting. Motion seconded by Carol Beals and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: None.
6. BILLS: Gary Ranum questioned if it may be cost effective for Unified Community Services to own vehicles to be used by employees who drive the most miles, rather than reimbursing mileage for using their personal vehicles. Gary Ranum moved approval for payment of the bills for August/September, 2022 as reviewed. Motion seconded by Judy Friar and passed unanimously.
7. REPORTS:
 - a) Kayzia Teal, Comprehensive Community Services and Emergency Services Supervisor, reported on the programs she supervises.
 - b) Financial report for August, 2022 given by Jessica Munson.
 - c) Personnel report for August, 2022 given by Cheryl Knapp.
 - d) Carol Beals reported on the August 29, 2022 Personnel Committee meeting.
 - e) Joan Davis reported on the September 15, 2022 Finance Committee meeting.
 - f) Chairman's report – Joan Davis distributed a proposed calendar of meetings for Unified Community Services Board through 2023.
 - g) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Outpatient mental health and substance use services will be under a revised Administrative Code effective October 1, 2022.
 - ii. Unified Community Services has experienced no noticeable impact with the implementation of the 988 national suicide and crisis hotline.
 - iii. A meeting is scheduled in October regarding switching Unified Community Services to the

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Grant County Mitel phone system.

- iv. Unified Community Services board members are paid per diem at the rate set by the county they represent.
- h) Reports from other Board members – Gary Ranum said monthly data, such as caseloads for each program, and cost per client per day would be helpful in tracking revenue/expense trends from month to month. Jeff Lockhart reported that data should be available on the EchoVantage electronic health record dashboard in the future.

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

- 8. 2023 BUDGET: Jessica Munson reviewed the proposed 2023 budget. Gary Ranum moved to approve the 2023 budget as proposed. Motion seconded by Justin O'Brien and passed unanimously.
- 9. SOBER HOUSING: Jeff Lockhart and Katie Glanville, RN, discussed options for establishing a sober house in Grant County. Tellurian has expressed an interest in partnering on this project. A potential property available in Lancaster could provide separate accommodations for eight males and eight females. Up to \$75,000 may be available through the State Opioid Response (SOR) grant to remodel a building for this purpose. Additional funding sources are being explored.
- 10. NEXT MEETING: October 19, 2022 meeting will be at the Grant County Administration Building.
- 11. ADJOURNMENT: Judy Friar moved to adjourn at 7:30 p.m.

Cheryl Knapp, Recorder