

BOARD MINUTES

UNIFIED COMMUNITY SERVICES

Wednesday, February 21, 2024

Location: Iowa County Health & Human Services Building Community Room 303 West Chapel Street
Dodgeville WI 53533

1. CALL TO ORDER: Joan Davis Unified Community Services Board Chair called the meeting to order at 6:01 PM.
2. OPEN MEETINGS LAW CERTIFICATION: Ben Biddick verified that meeting notice was sent to six newspapers including Grant County Herald Independent, and two radio stations in Grant and Iowa Counties. It was posted in four public locations (two offices of Unified Community Services and both County buildings). It was also posted on Grant and Iowa Counties' and Unified Community Services' websites. Notice was given that meeting will be conducted in person and via electronic videoconferencing.
3. ROLL CALL: 11 board members attended. MEMBERS PRESENT: Joan Davis (Chair), Carol Beals, John Beinborn, Janelle Carroll, Nancy Howard, Dawn Kendrick, Amy Kite (via Zoom), Steven Obershaw, Justin O'Brien, Gary Ranum, and Mike Tiber. MEMBERS ABSENT: None. OTHERS PRESENT: Holly Knapp, Jessica Munson, Ben Biddick, John Meyers, Sydney Adamson (via Zoom), Mariah Zeier (via Zoom).
4. AGENDA: John Beinborn moved to approve the agenda with the correction of line item 5 being changed from November 15, 2023 to December 20, 2023. Motion seconded by Dawn Kendrick and passed unanimously.
5. MINUTES: Gary Ranum moved to approve the minutes as published of the December 2023 board meeting. There were no minutes for January 2024 as the board meeting was not held. Motion seconded by Steven Obershaw and passed unanimously.
6. INTRODUCTIONS AND PUBLIC COMMENTS: None.
7. PAYMENT OF THE BILLS: Report provided by Jessica Munson who reviewed high dollar amount items on the vouchers. Motion to accept and pay the bills for December 2023 and January 2024 by Steven Obershaw. Motion seconded by Mike Tiber and passed unanimously.
8. REPORTS:
 - a) Holly Knapp presented the Director's Report.
 - b) Personnel report for December 2023 / January 2024 given by Ben Biddick. Question was posed to board members how they preferred to provide oversight with regard to policy updates. It was determined that digital versions of the policy changes would ideally be provided in small portions, possibly shared on screen during board meetings with verbal commentary and discussion as the updates are shown. Gary Ranum advised in his experience showing in detail what was lined out and what was added in the context of the whole was helpful and easily understood. Holly Knapp advised this guidance would be utilized in future actions where policy changes are brought before the board for oversight.
 - c) Financial Report given by Jessica Munson.
 - d) Chairman's Report – Joan Davis provided the Chair's Report.
 - e) Reports from Other Board Members: None.

Justin O'Brien made a motion to receive the reports and place them on file. This was seconded by John Beinborn and passed unanimously.

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9. REVIEW OF FINANCIAL AUDIT: Jessica Munson provided a review of the 2022 Financial Audit. Board members provided encouragement and gratitude for navigating entering of financial information on three different information systems and celebrated the new information system Tyler Munis that will hopefully reduce complication and streamline processes.

10. ADJOURNMENT AND NEXT MEETING: Nancy Howard moved to adjourn at 7:08 PM and seconded by Janelle Carroll and passed unanimously. Next Unified Community Services Board meeting was scheduled for Wednesday, March 20, 2024 at 6:00 PM at the Grant County Administration Building, County Board Room 111 S Jefferson Street Lancaster, Wisconsin 53813.

Ben Biddick, Recorder