

## BOARD MINUTES

### UNIFIED COMMUNITY SERVICES

Wednesday, July 17, 2024

Location: Grant County Administration Building County Board Room 111 S Jefferson St, Lancaster, WI 53813

1. CALL TO ORDER: Unified Community Services Vice-Chair Joan Davis called the meeting to order at 6:00 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). Joan Davis reported it was not posted on Iowa Counties website. It was posted on Unified Community Services' website. Notice was given that meeting will be conducted in person and via electronic videoconferencing.
3. ROLL CALL: 9 Board Members attended. **MEMBERS PRESENT**: Joan Davis, John Beinborn (via Zoom), Janelle Carroll, Nancy Howard, Dawn Kendrick, Amy Kite (via Zoom), Steven Obershaw, Justin O'Brien (via Zoom), and Gary Ranum. **MEMBERS ABSENT**: Carol Beals and Mike Tiber were both excused. **OTHERS PRESENT**: Holly Knapp, Ben Biddick, Tonya White (via Zoom), an unknown person who was present via Zoom who identified self as "citizen," and Robert Keeney.
4. AGENDA: Steven Obershaw moved to approve the agenda. Motion seconded by Nancy Howard and passed unanimously.
5. MINUTES: John Beinborn moved to approve the minutes as published of the May 2024 board meeting. There was no June 2024 meeting. Motion seconded by Gary Ranum and passed unanimously.
6. INTRODUCTIONS AND PUBLIC COMMENTS: None.
7. PAYMENT OF THE BILLS: Vouchers reviewed. Motion to accept and pay the bills for May and June 2024 by Amy Kite. Motion seconded by Justin O'Brien and passed unanimously.
8. REPORTS:
  - a) Holly Knapp presented the Director's Report.
  - b) Personnel report for February 2024 given by Ben Biddick.
  - c) Financial Report. None was given due to Jessica Munson absent/excused.
  - d) Chairperson's Report – Nothing to report.
  - e) Reports from Other Board Members: None.Steven Obershaw made a motion to receive the reports and place them on file. This was seconded by Janelle Carroll and passed unanimously.
9. DISCUSSION AND POSSIBLE ACTION REGARDING UNIFIED COMMUNITY SERVICES BOARD COMMITTEE ASSIGNMENTS – It was decided the Finance Committee would consist of Carol Beals, Gary Ranum, Mike Tiber, Dawn Kendrick, and Steven Obershaw. It was decided the Personnel Committee would consist of Carol Beals, Joan Davis, Janelle Carroll, Justin O'Brien, Nancy Howard, John Beinborn, and Amy Kite. It was decided the Executive Committee would consist of Carol Beals, Joan Davis and Gary Ranum.  
Dawn Kendrick made a motion to approve. Justin O'Brien seconded and passed unanimously.

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### 10. DISCUSSION AND POSSIBLE ACTION ON PROPOSED UPDATE TO UNIFIED COMMUNITY SERVICES BYLAWS AS IT RELATES TO THE ROLE OF MEDICAL DIRECTOR.

Holly Knapp presented proposed draft of Unified Community Services bylaw revision in relation to the described role of Unified Community Services Medical Director in order to further delineate responsibilities of the role. Unified Community Services board requested the changes be approved by Grant and Iowa Counties attorneys and group will revisit consideration for approval of changes at next Unified Community Services Board meeting August 21 2024. Unified Community Services Vice-Chair Joan Davis requested a committee be established on August 21 2024 to review and update all of Unified Community Services bylaws and requested to hold the first meeting of this committee following the next Unified Community Services Board meeting August 21 2024.

11. ADJOURNMENT AND NEXT MEETING: John Beinborn moved to adjourn at 6:51 PM. Motion seconded by Amy Kite and passed unanimously.

Next Unified Community Services Board meeting was scheduled for Wednesday, August 21, 2024 at 6:00 PM at Iowa County Health & Human Services Bldg Community Rm 303 West Chapel Street, Dodgeville, WI 53533.

Ben Biddick, Recorder