

UNIFIED COMMUNITY SERVICES  
BOARD MEETING MINUTES  
Wednesday, May 21st, 2025 6:00 PM  
Iowa County Health & Human Services Building- Community Room  
303 West Chapel Street, Dodgeville, WI 53533

1. CALL TO ORDER: 6:00 PM
2. OPEN MEETINGS LAW CERTIFICATION: Meeting notice was sent to six newspapers, including Grant County Herald Independent, and two radio stations in Grant and Iowa Counties; posted in four public locations (two offices of Unified Community Services and both County buildings), and on Grant and Iowa Counties, and Unified Community Services' websites. Notice given that meeting will be conducted in person and via electronic videoconferencing. Verified by Ben Biddick.
3. ROLL CALL:  
MEMBERS PRESENT: Carol Beals, Joan Davis, Janelle Carroll, Dawn Kendrick, Justin O'Brien, Gary Ranum, Mike Tiber (Left 6:50 PM), Steven Obershaw and by Zoom: John Beinborn. Quorum present.  
  
MEMBERS EXCUSED: Amy Kite, Nancy Howard.  
  
OTHERS PRESENT: Holly Knapp, Jessica Munson, Ben Biddick, Larry Bierke, David Stevens, Kayzia Teal and by Zoom: Tonya White and Robert Keeney.
4. AGENDA: Mike Tiber moved to approve the agenda for May 21st 2025 meeting as printed. Motion seconded by Steve Obershaw and passed unanimously.
5. MINUTES: Gary Ranum moved to approve the minutes for April 16<sup>th</sup> 2025 meeting as presented. Motion seconded by John Beinborn and passed unanimously.
6. INTRODUCTIONS AND PUBLIC COMMENTS: None.
7. PAYMENT OF THE BILLS: Jessica Munson provided report on the payment of the bills for April 2025. Motion by Steve Obershaw to pay bills. Motion seconded by Joan Davis and passed unanimously. \*Iowa County Administrator Larry Bierke requested Unified Community Services consider exploring requesting community pools donate pool passes to clients and their families vs. purchasing with CCOP funds.
8. REPORTS:  
DIRECTORS REPORT: Holly Knapp provided report overviewing the months activities and updates on a variety of projects related to staffing, 2023 Audit. 2024 reporting, 2024 audit, 2025 financials, DHS Program audit for CSP, CCS, ES and Outpatient- Noting no deficiencies found, Carlson Dettmann wage project, Office Space, SOR 4- Year one and two, Vital Strategies grant opportunity update, and mandated vs. non-mandated services list-

shared with the board. \*UCS Board Member and Grant County Board Supervisor Ranum requested that UCS Director add data and or client stories to give the board a sense of what Unified Community Services does for the community- to future directors reports.

**PERSONNEL REPORT:** Personnel report for May provided by Ben Biddick. Overviewed statistics about the current work force and specific plans Unified Community Services has to invest in retention efforts in the coming months. Board members asked a variety of questions and offered praise for efforts.

**FINANCIAL REPORT:** Jessica Munson provided update to board on status of current financials/2023 Audit. No financial reports are able to be provided until the Grant County Audit is complete. Progress is being made and we should have more final dates for completing in the coming weeks. She has completed most of what she can for 2024 reporting and is looking forward to beginning the 2024 audit process when Grant County is ready.

**CHAIRPERSONS REPORT:** Offers condolences and words of support to the Agency and Schmitz family who experienced the loss of a family member over the weekend.

**REPORTS FROM OTHER BOARD MEMBERS:** None.

Motion to accept the reports and place them on file by Justin O'Brien. Motion seconded by Mike Tiber and passed unanimously.

9. Presentation from Unified Community Services Comprehensive Community Services Program- Kayzia Teal- Power point presentation was shared to talk about the program staff, services, data and funding and future vision. Board members had a chance to hear from a client receiving the services, engage and ask questions about the program.
10. ADJOURNMENT and NEXT MEETING: At 7:16 pm, Joan Davis made a motion to adjourn. Motion seconded by Janelle Carroll and passed unanimously. Adjournment pursuant to the next Unified Community Services Board meeting- June 18th, 2025 at 6:00 PM- Grant County Administration Building, County Board Room, 111 S Jefferson Street, Lancaster, Wisconsin 53813

Holly Knapp, Recorder