

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
June 14, 2022

Board Members Present in Person: Richard Jones, Russell Kutz, Michael Wineke, and Gino Racanelli

Board Members Present via Zoom: Sira Nsibirwa, and Alice Mirk

Others Present: Director Kathi Cauley; Deputy Director Brent Ruehlow; Administrator Ben Wehmeier; and Office Manager Kelly Witucki

- 1. CALL TO ORDER**
Mr. Jones called the meeting to order at 4:00 p.m.
- 2. ROLL CALL/ESTABLISHMENT OF QUORUM**
Lund absent/Quorum was established.
- 3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Ms. Cauley certified that we are in compliance.
- 4. REVIEW OF THE JUNE 14, 2022, AGENDA**
- 5. PUBLIC COMMENTS**
No Comments
- 6. APPROVAL OF THE MAY 10, 2022, BOARD MINUTES**
Mr. Wineke made a motion to approve the May 10, 2022, board minutes.
Ms. Mirk seconded.
Motion passed unanimously.
- 7. COMMUNICATIONS**
Ms. Cauley reported that copy of the Greater Watertown Community Health Foundation newsletter for the month of May was included in this month's board packet. In this newsletter it discusses how Jefferson and Dodge Counties gathered monthly to work toward the Infant Mental Health (IMH) Endorsement. They stated that the professional credential was granted by the Wisconsin Alliance for Infant Mental Health (WAIMH), and recognizes proficiency in Culturally Sensitive, Relationship-Focused Practice Promoting Infant Mental Health.
- 8. REVIEW OF THE APRIL 2022 FINANCIAL STATEMENT**
Ms. Cauley reviewed the April financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$1,420,186. This balance includes \$1,000,000 from our reserve carryover but excludes any prepaid or other carryover adjustments.
- 9. DISCUSS AND APPROVE MAY 2022 VOUCHERS**
Ms. Cauley reviewed the summary sheet of vouchers totaling \$573,166.87 (attached).
Mr. Kutz made a motion to approve the May 2022 vouchers totaling \$573,166.87.
Mr. Nsibirwa seconded.
Motion passed unanimously.
- 10. DISCUSS AND APPROVE KINDNESS AND CARING IN ACTION AWARD RECIPIENTS**
Ms. Cauley reported that there were nine nominations for the Kindness and Caring in Action Award. Two staff recipients will receive an award in the amount of \$500. It was decided that the first recipient would be Darci Wubben who is on the Children's Long Term Support team and the second recipient would be Jessica Breezer who is on the Youth Justice team.

- 11. DISCUSS AND APPROVE ELLEN SAWYERS AND JANET SAYRE-HOEFT 7/1/2022 TO THE ADRC ADVISORY COMMITTEE**
Mr. Wineke made a motion to approve the appointment as presented.
Ms. Mirk seconded.
Motion passed unanimously.
- 12. DISCUSSION AND POSSIBLE ACTION ON NEW 2022 PROFESSIONAL SERVICE CONTRACTS (PSYCHOSEXUAL EVALUATIONS & ADULT ALT CARE)**
Ms. Cauley reported that we have two new service providers. (attached)
Mr. Jones made a motion to approve the contracts as listed.
Mr. Kutz seconded.
Motion passed unanimously.
- 13. UPDATE ON BABY FORMULA RECALL AND SHORTAGE: INFORMATION FOR WIC AND FOODSHARE MEMBERS**
Ms. Cauley reported that there are several handouts in the board packet this month. The handouts provide updated information and resources for individuals who are in need.
- 14. DISCUSS THE PUBLIC HEARING & REVIEW BOARD POLICIES**
Ms. Cauley referred to the guidelines on the Policy Statement for Funding Requests for the upcoming public hearing.
- 15. PUBLIC HEARING – HUMAN SERVICES DEPARTMENT 2023 BUDGET**
- 16. ADJOURN**
Mr. Racanelli made a motion to recess until 5:00 p.m. for the Public Hearing.
Mr. Nsibirwa seconded.
Motion passed unanimously.
Meeting adjourned at 4:34 p.m.
- 17. PUBLIC HEARING – HUMAN SERVICES DEPARTMENT 2023 BUDGET**
Mr. Jones called the public hearing to order at 5:00 p.m.

New Beginnings

Suzi Schoenhof, Executive Director

2023 Request - \$30,000

Ms. Schoenhof reported that New Beginnings currently serves Walworth and Southern Jefferson County. She discussed their programs and services offered. These services are free and confidential. New Beginnings is requesting a donation of \$30,000.

- 18. ADJOURN**
Mr. Jones made a motion to adjourn the public hearing.
Mr. Kutz seconded.
Motion passed unanimously.
Meeting adjourned at 5:21 p.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, July 12, 2022, at 8:30 a.m.
Jefferson County Courthouse County Board Room 205
311 S Center Ave, Jefferson, WI 53549