

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
August 9, 2022

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

Board Members Present via Zoom: Kirk Lund

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

- 1. CALL TO ORDER**
Mr. Jones called the meeting to order at 8:30 a.m.
- 2. ROLL CALL/ESTABLISHMENT OF QUORUM**
Mirk excused; Nsibirwa absent/Quorum was established.
- 3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Ms. Cauley certified that we were in compliance.
- 4. REVIEW OF THE AUGUST 9, 2022, AGENDA**
- 5. PUBLIC COMMENTS**
No Comments
- 6. APPROVAL OF THE JULY 12, 2022, BOARD MINUTES**
Mr. Racanelli made a motion to approve the July 12, 2022, board minutes.
Mr. Kutz seconded.
Motion passed unanimously.
- 7. COMMUNICATIONS**
- 8. REVIEW OF THE JUNE 2022 FINANCIAL STATEMENT**
Mr. Bellford reviewed the June financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$1,578,213. This balance includes \$900,000 from our reserve carryover. This is down from prior months, because of carryover adjustments discussed with the Finance Department. The balance excludes any prepaid or other carryover adjustments.
- 9. DISCUSS AND APPROVE JULY 2022 VOUCHERS**
Mr. Bellford reviewed the summary sheet of vouchers totaling \$677,829.50 (attached).
Mr. Wineke made a motion to approve the July 2022 vouchers totaling \$677,829.50.
Mr. Racanelli seconded.
Motion passed unanimously.
- 10. DISCUSSION AND POSSIBLE ACTION ON NEW 2022 PROFESSIONAL SERVICE CONTRACTS (FOSTER CARE, RESPITE CARE, AND CONSULTING/DATA REVIEW)**
Ms. Cauley reported that we have three new service providers. (attached)
Mr. Jones made a motion to approve the contracts as listed.
Mr. Kutz seconded.
Motion passed unanimously.
- 11. DISCUSSION AND POSSIBLE ACTION ON 2023 BUDGET PRESENTATION**
Ms. Cauley reviewed the budget and commended Mr. Bellford on all his work.
Mr. Racanelli made a motion to approve the Human Services budget, as presented.

Mr. Lund seconded.
Motion passed unanimously.

12. DISCUSS AND POSSIBLY APPROVE MARY ROBERTS APPOINTMENT TO THE ADRC ADVISORY COMMITTEE

Mr. Jones made a motion to approve the appointment as presented.
Mr. Wineke seconded.
Motion passed unanimously.

13. DIRECTOR'S REPORT

- All the KOI's for the teams are being met.
- We had another meeting with DHS regarding a Youth Crisis Stabilization Facility at the Camp Maas property. The update that we received is that the state would have \$800,000 that would need to be used by March of 2023 and then they would have \$500,000 that would need to be used by June 2023. In the near future a grant application would be available for three sites. If we choose to do this, we would be one of those sites to apply for that grant. Those sites would then be awarded \$500,000 for three years. There was support to move forward.
- Next month is Mental Health Month and we would like to have the following presentations on Infant Mental Health, DBT for Adolescents and Family Centered Treatment.

14. ADJOURN

Mr. Kutz made a motion to adjourn the meeting.
Mr. Racanelli seconded.
Motion passed unanimously.
Meeting adjourned at 9:47 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, September 13, 2022, at 8:30 a.m.
Jefferson County Courthouse County Board Room 205
311 S Center Ave, Jefferson, WI 53549