

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
September 13, 2022

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

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

Others Present: Director Kathi Cauley; Deputy Director Brent Ruehlow; Administrative Services Division Manager Brian Belford, Transportation Supervisor Mike Hansen, Birth to Three Supervisor Elizabeth Boucher, Mental Health Professional Supervisor Lisa Dunham, 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

Quorum was established.

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we were in compliance.

4. REVIEW OF THE SEPTEMBER 13, 2022, AGENDA

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF THE AUGUST 9, 2022, BOARD MINUTES

Mr. Racanelli made a motion to approve the August 9, 2022, board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

8. REVIEW OF THE JULY 2022 FINANCIAL STATEMENT

Mr. Belford reviewed the July financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$1,192,931. This balance includes \$650,000 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 AUGUST 2022 VOUCHERS

Mr. Belford reviewed the summary sheet of vouchers totaling \$580,677.40 (attached).

Mr. Racanelli made a motion to approve the August 2022 vouchers totaling \$580,677.40.

Mr. Kutz seconded.

Motion passed unanimously.

10. DISCUSSION AND POSSIBLE ACTION ON NEW 2022 PROFESSIONAL SERVICE CONTRACTS (RESPITE CARE, HOME MODIFICATION, CCS SERVICE ARRAY, FOSTER CARE, AND ADULT ALTERNATE CARE)

Ms. Cauley reported that we have seven new service providers. (attached)

Mr. Jones made a motion to approve the contracts as listed.

Mr. Racanelli seconded.

Motion passed unanimously.

11. DISCUSSION AND POSSIBLE ACTION ON MENTAL HEALTH PRESENTATIONS: INFANT MENTAL HEALTH AND TRAUMA FOCUSED CBT

Two programs presented to the board. The first presentation was Beth Boucher, our Birth to Three supervisor who presented on the Infant Mental Health program. The second presentation was Lisa Dunham, our Mental Health Professional supervisor, who presented on our Trauma Focused CBT program.

12. DISCUSS AND POSSIBLE ACTION ON TRANSPORTATION CO-PAYS

Ms. Cauley reported that we would like to increase the county transportation co-pays. We would like to increase the one-way trip from \$1.50 to \$2.00 and out-of-county from \$7.50 to \$12.00. This is based on current costs and a comparison of other county rates.

Mr. Racanelli made a motion to approve the increase of the transportation copays as presented.

Mr. Wineke seconded.

Motion passed unanimously.

13. DIRECTOR'S REPORT

- All the KOI's for the teams are being met.

- There is a meeting scheduled for next week with DHS at Camp Maas, the Youth Crisis Stabilization Facility.

- Adult Protective Services (APS) is seeing a high trend in protective placement needs. Watertown hospital will be expanding its senior unit. We will also be reaching out to other facilities regarding providing more support with supervision and/or accepting an individual who is on emergency protective placement.

- We have been able to recruit staff as most of our teams are full. We are currently hiring for four psychotherapist and one crisis stabilization worker for Lueder House.

14. ADJOURN

Mr. Wineke made a motion to adjourn the meeting.

Mr. Lund seconded.

Motion passed unanimously.

Meeting adjourned at 10:08 a.m.

Minutes prepared by:

Kelly Witucki

Office Manager

Human Services

NEXT BOARD MEETING

Tuesday, October 11, 2022, at 8:30 a.m.

Jefferson County Courthouse County Board Room 205

311 S Center Ave, Jefferson, WI 53549