

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
August 8, 2023

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

Board Members Present via Zoom: Sira Nsibirwa

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; County Administrator Ben Wehmeier, 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**
All present/Quorum was established.
- 3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Mr. Wehmeier certified that we are in compliance.
- 4. REVIEW OF THE AUGUST 8, 2023, AGENDA**
- 5. PUBLIC COMMENTS**
No Comments
- 6. APPROVAL OF THE JULY 11, 2023, BOARD MINUTES**
Mr. Lund made a motion to approve the July 11, 2023, board minutes.
Mr. Wineke seconded.
Motion passed unanimously.
- 7. COMMUNICATIONS**
- 8. REVIEW OF THE JUNE 2023 FINANCIAL STATEMENT**
Mr. Bellford reviewed the June financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$957,880. This balance includes our carryover from 2022, including \$650,000 from our reserve carryover. With this projection, we have, at this point, a surplus of only \$307,880, when the reserve is excluded.
- 9. DISCUSS AND APPROVE JULY 2023 VOUCHERS**
Mr. Bellford reviewed the summary sheet of vouchers totaling \$844,177.51 (attached).
Ms. Mirk made a motion to approve the July 2023 vouchers totaling \$844,177.51.
Mr. Lund seconded.
Motion passed unanimously.
- 10. DISCUSSION AND POSSIBLE ACTION ON NEW 2023 PROFESSIONAL SERVICE CONTRACTS (CHILD ALTERNATE CARE, RESPITE, AND YOUTH CRISIS STABILIZATION)**
Mr. Ruehlow reported that we have three new service providers. (attached)
Mr. Jones made the motion to approve the contracts as listed.
Mr. Kutz seconded.
Motion passed unanimously.

11. DISCUSSION AND POSSIBLE ACTION ON DAVE GALLUP REQUEST FOR FUNDING

Dave Gallup stated they were going to provide information regarding their request for funding, but nothing was ever received. It was discussed that \$20,000 would be put into the 2024 budget in case information was received and Dave Gallup continued to provide services. This funding would be budgeted in the AODA Block, which requires us to use funding for women’s alcohol treatment. If we do not spend this funding on services from Dave Gallup, then that money would be used for other women’s alcohol treatment services.

Mr. Wineke made a motion to approve the amount of \$20,000 for the 2024 budget to be used for women’s alcohol treatment services.

Mr. Racanelli seconded.

Motion passed unanimously

12. DISCUSSION AND POSSIBLE ACTION ON THE 2024 BUDGET PRESENTATION

Mr. Bellford and Mr. Ruehlow reviewed the budget. Mr. Ruehlow 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.

13. DIRECTOR’S REPORT

Mr. Ruehlow reported on the following items:

- Wisconsin will be receiving \$5.2 million from the DHS Opioid Settlement Funds. Two meetings have been held with the stakeholders to gather opinions and discuss gap analysis.
- We will be breaking ground on August 15 for the Youth Crisis Stabilization Facility.
- DHS granted us a branch location which will be located at The Collective in Watertown. We will be providing therapy services at that location.
- There is currently a request for proposal for home delivered meals and congregate meals that is due September 1st.

14. ADJOURN

Mr. Russ made a motion to adjourn the meeting.

Mr. Lund seconded.

Motion passed unanimously.

Meeting adjourned at 10:10 a.m.

Minutes prepared by:

Kelly Witucki

Office Manager

Human Services

NEXT BOARD MEETING

Tuesday, September 12, 2023, at 8:30 a.m.

Jefferson County Workforce Development Center

874 Collins Road, Room 103