

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
September 12, 2023

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

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; County Administrator Ben Wehmeier, Assistant of the County Administrator Michael Luckey, 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**
Nsibirwa absent/Quorum was established.
- 3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Mr. Ruehlow certified that we are in compliance.
- 4. REVIEW OF THE SEPTEMBER 12, 2023, AGENDA**
- 5. PUBLIC COMMENTS**
No Comments
- 6. APPROVAL OF THE AUGUST 8, 2023, BOARD MINUTES**
Mr. Wineke made a motion to approve the August 8, 2023, board minutes.
Ms. Mirk seconded.
Motion passed unanimously.
- 7. COMMUNICATIONS**
- 8. REVIEW OF THE JULY 2023 FINANCIAL STATEMENT**
Mr. Bellford reviewed the July financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$957,452. 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 \$307,452, when the reserve is excluded.
- 9. DISCUSS AND APPROVE AUGUST 2023 VOUCHERS**
Mr. Bellford reviewed the summary sheet of vouchers totaling \$656,290.31 (attached).
Mr. Racanelli made a motion to approve the August 2023 vouchers totaling \$656,290.31.
Mr. Kutz seconded.
Motion passed unanimously.
- 10. DISCUSSION AND POSSIBLE ACTION ON PROCLAMATION RECOGNIZING SEPTEMBER AS "RECOVERY MONTH".**
Mr. Kutz made a motion to approve the proclamation recognizing September as Recovery Month.
Ms. Mirk seconded.
Motion passed unanimously.

11. DISCUSSION AND POSSIBLE MOTION TO INCREASE THE SUGGESTED MEAL DONATION FROM \$4.00 TO \$5.00

Mr. Ruehlow reported that we would like to increase the county meal donation amount. We would like to increase the meal donation amount from \$4.00 to \$5.00. This is based on current costs and a comparison of other County rates.

Mr. Wineke made a motion to approve the increase of meal donations from \$4.00 to \$5.00.

Ms. Mirk seconded.

Motion passed unanimously

12. DISCUSSION AND POSSIBLE ACTION ON NEW 2023 PROFESSIONAL SERVICE CONTRACTS (APPOINTMENT SOFTWARE, FOSTER CARE, ADULT ALTERNATE CARE, THERAPY, CLINICAL CONSULTATION AND RESPITE, AND IN-HOME SUPPORTS)

Mr. Ruehlow reported that we have six new service providers. (attached)

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

Mr. Kutz seconded.

Motion passed unanimously.

13. DIRECTOR'S REPORT

Mr. Ruehlow reported on the following items:

- Division of Care and Treatment Services sent us a letter approving our work this far on the Youth Crisis Stabilization Facility, which approves us to submit for our Chapter 50 license.
- WCS (Wisconsin Community Services) is currently interviewing and hiring for staff and feel they have some long term staff who are willing to come to Jefferson County to staff our Youth Crisis Stabilization Facility.
- DHS is considering to not allow reimbursement for foster care for kids in Children's Long Term Waiver, and Mr. Ruehlow is working with WCHSA on this issue to possibly get it changed.
- We are currently revamping our H.O.P.E. Program.
- We were contacted by Emily from Next Generation who wrote an article regarding our philosophy and culture for keeping families together in Jefferson County.
- Marsh County Health Alliance held their annual meeting, and it was discussed that the rate would stay the same this year of \$909 for our contribution. They were unable to form a quorum but are looking for ways to finalize that vote.

14. ADJOURN

Ms. Mirk made a motion to adjourn the meeting.

Mr. Racanelli seconded.

Motion passed unanimously.

Meeting adjourned at 9:11 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, October 10, 2023, at 8:30 a.m.
Jefferson County Workforce Development Center
874 Collins Road, Room 103