

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
July 9, 2024

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

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; County Administrator Ben Wehmeier, Assistant 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**
All present/Quorum was established.
3. **CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Mr. Ruehlow certified that we are in compliance.
4. **REVIEW OF THE JULY 9, 2024, AGENDA**
5. **PUBLIC COMMENTS**
No Comments
6. **APPROVAL OF THE JUNE 11, 2024, BOARD MINUTES**
Mr. Wineke made a motion to approve the June 11, 2024, board minutes.
Mr. Kutz seconded.
Motion passed unanimously.
7. **COMMUNICATIONS**
8. **REVIEW OF THE MAY 2024 FINANCIAL STATEMENT**
Mr. Bellford reviewed the May financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$835,121, which is still in line with last month. This balance includes our carryover from 2023, including \$650,000 from our reserve carryover. We are, at this point, only \$185,121, over the budget when the reserve is excluded.
9. **DISCUSS AND APPROVE JUNE 2024 VOUCHERS**
Mr. Bellford reviewed the summary sheet of vouchers totaling \$711,172.87 (attached).
Mr. Jones made a motion to approve the June 2024 vouchers totaling \$711,172.87.
Mr. Lund seconded.
Motion passed unanimously.
10. **DISCUSSION AND POSSIBLE ACTION ON NEW 2024 PROFESSIONAL SERVICE CONTRACTS (CCS REGIONAL SERVICE ARRAY, PSYCHIATRIST, NUTRITION SITE RENTAL, RESPITE CARE, FAMILY CAREGIVER SUPPORT, PERSONAL CARE AND SUPPORTIVE HOME CARE, ADULT ALTERNATE CARE, AND FOSTER CARE)**
Mr. Ruehlow reported that we have eight new service providers. (attached)
Mr. Kutz made the motion to approve the contracts as listed.
Mr. Wineke seconded.
Motion passed unanimously.

11. PRESENTATION ON CAREGIVER SUPPORT PROGRAM

ReBecca Schmidt, the ADRC Division Manager gave a presentation on the Caregiver Support Program. Ms. Schmidt discussed what services are offered and the qualification guidelines for this program.

12. DISCUSSION AND POSSIBLE ACTION ON REQUESTS FROM PUBLIC HEARING

Mr. Jones made a motion to incorporate the amount of \$30,000 for the 2025 budget for New Beginnings.

Mr. Lund seconded.

Motion passed unanimously.

Mr. Jones made a motion to deny the request from Watertown Superintendent Jarred Burke due to the lack of information. We request that they come back next year and share more investigative information along with coordination pertaining to the future of this request.

Mr. Wineke seconded.

Motion passed unanimously.

13. DIRECTORS REPORT

Mr. Ruehlow reported on the following items:

- Rebecca Radue is an MD who will be starting with us on July 30. She will be working part time with the CSP program.
- DCF offered an application process for all 72 counties to receive for additional Families First funds. We did receive an additional \$22,000 in funding that we will be using for housing and daycare assistance.
- Mr. Ruehlow has had contact with the Autism Society of Greater Wisconsin and submitted an application for an Autism Friendly Community project.
- We have requested a full time Registered Nurse for CSP. This would replace the current opening for a CSP Professional position. This passed Finance and HR and goes to County Board tonight. This will help with full fidelity to the ACT model.

14. ADJOURN

Mr. Racanelli made a motion to adjourn the meeting.

Mr. Lund seconded.

Motion passed unanimously.

Meeting adjourned at 9:44 a.m.

Minutes prepared by:

Kelly Witucki

Office Manager

Human Services

NEXT BOARD MEETING

Tuesday, August 13, 2024, at 8:30 a.m.

Jefferson County Workforce Development Center

874 Collins Road, Room 103