

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
December 10, 2024

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

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; County Administrator Ben Wehmeier; Assistant County Administrator Michael Luckey; Behavioral Health Division Manager Holly Pagel; and Office Manager Kelly Witucki

- 1. CALL TO ORDER**
Mr. Kutz called the meeting to order at 8:30 a.m.
- 2. ROLL CALL/ESTABLISHMENT OF QUORUM**
Jones Absent/Quorum was established.
- 3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
Mr. Ruehlow certified that we are in compliance.
- 4. REVIEW OF DECEMBER 10, 2024, AGENDA**
- 5. PUBLIC COMMENTS**
No Comments
- 6. APPROVAL OF NOVEMBER 12, 2024, BOARD MINUTES**
Mr Wineke made a motion to approve November 12, 2024, board minutes.
Mr. Lund seconded.
Motion passed unanimously.
- 7. COMMUNICATIONS**
- 8. REVIEW OF THE OCTOBER 2024 FINANCIAL STATEMENT**
Mr. Bellford reviewed the October financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$1,218,743. This balance includes our carryover from 2023, including \$650,000 from our reserve carryover. We are, at this point \$568,743, positive balance, when the reserve is excluded.
- 9. DISCUSS AND APPROVE NOVEMBER 2024 VOUCHERS**
Mr. Bellford reviewed the summary sheet of vouchers totaling \$916,230.95 (attached).
Mr. Racanelli made a motion to approve the November 2024 vouchers totaling \$916,230.95.
Mr. Ganser seconded.
Motion passed unanimously.
- 10. DISCUSSION AND POSSIBLE ACTION ON NEW 2024 PROFESSIONAL SERVICE CONTRACTS (CCS REGIONAL SERVICE ARRAY AND DAILY LIVING SKILLS/MENTORING)**
Mr. Ruehlow reported that we have three new service providers. (attached)
Mr. Ganser made the motion to approve the contracts listed.
Mr. Lund seconded.
Motion passed unanimously.

11. DISCUSSION AND POSSIBLE ACTION ON NEW 2025 PROFESSIONAL SERVICE CONTRACTS (CRISIS INTERVENTION PARTNERSHIP AND ELDERLY NUTRITION PROGRAM)

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

Mr. Wineke made the motion to approve the contracts listed.

Mr. Racanelli seconded.

Motion passed unanimously.

12. DISCUSSION AND POSSIBLE ACTION on 2025 BILLING RATES

Mr. Bellford reviewed the 2025 services rates. (attached)

Mr. Racanelli made the motion to approve the contracts listed.

Mr. Lund seconded.

Motion passed unanimously.

13. DISCUSS NOMINATIONS AND POSSIBLE ACTION FOR THE CRISIS INTERVENTION TRAINING (CIT) OFFICE OF THE YEAR AWARD

Mr. Ruehlow reported receiving two nominations for the Crisis Intervention Training Officer of the Year award. The nominations are for Deputy Dandoy and the entire Fort Atkinson Police Department.

Mr. Ganser made the motion to approve the nomination of Deputy Dandoy for the CIT award.

Mr. Lund seconded.

Motion passed unanimously.

14. PRESENTATION ON OPIOID SETTLEMENT FUNDS DRAFT IMPLEMENTATION PLAN

Holly Pagel provided an overview of the Opioid Settlement Fund Draft Implementation Plan.

15. DIRECTOR'S REPORT

Mr. Ruehlow reported on the following items:

- On November 20th, all the judges had the opportunity to tour the Matz Center to learn more about the treatment services offered and the daily operations of the facility.
- Last week, we successfully conducted Motivational Interviewing Level 1 and 2 training sessions. The feedback from participants was positive.
- On December 1st, the Watertown Daily Times featured an article about Stephanie and Dustin Witzigmann, one of our dedicated foster families. They were honored by the Governor for their outstanding contributions to foster care.
- Tomorrow, state auditors will be at the agency to conduct their audit for the clinic and EMH.

16. ADJOURN

Mr. Ganser made a motion to adjourn the meeting.

Mr. Racanelli seconded.

Motion passed unanimously.

Meeting adjourned at 9:43 a.m.

Minutes prepared by:

Kelly Witucki

Office Manager

Human Services

NEXT BOARD MEETING

Tuesday, January 14, 2025, at 8:30 a.m.

Jefferson County Workforce Development Center

874 Collins Road, Room 103