

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

January 14, 2025

Board Members Present in Person: Dick Jones, Russell Kutz, Michael Wineke, Gino Racanelli, and Pamela Abrahamsen

Board Members Present via Person: Kirk Lund

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; Interim County Administrator Michael Luckey; Crisis Services Manager Kim Propp; Medical Examiner Nichol Donovan 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

Ganser Absent/Quorum was established.

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Mr. Ruehlow certified that we are in compliance.

4. REVIEW OF JANUARY 14, 2025, AGENDA

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF DECEMBER 10, 2024, BOARD MINUTES

Mr. Wineke made a motion to approve December 10, 2024, board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

8. REVIEW OF THE NOVEMBER 2024 FINANCIAL STATEMENT

Mr. Bellford reviewed the November financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$1,561,709. This balance includes our carryover from 2023, including \$650,000 from our reserve carryover. We are, at this point, a \$911,709, positive balance, when the reserve is excluded. The increase from last month is because of our WIMCR settlement.

9. DISCUSS AND APPROVE DECEMBER 2024 VOUCHERS

Mr. Bellford reviewed the summary sheet of vouchers totaling \$872,072.62 (attached).

Mr. Racanelli made a motion to approve the December 2024 vouchers totaling \$872,072.62.

Mr. Kutz seconded.

Motion passed unanimously.

10. DISCUSSION AND POSSIBLE ACTION ON NEW 2025 PROFESSIONAL SERVICE CONTRACTS (CCS REGIONAL SERVICE ARRAY)

Mr. Ruehlow reported that we have a new service provider. (attached)

Mr. Jones made the motion to approve the contract listed.

Ms. Abrahamsen seconded.

Motion passed unanimously.

11. PRESENTATION ON JEFFERSON COUNTY'S ZERO SUICIDE TEAM

Kim Propp, Crisis Services Manager, and Nichol Donovan provided an informative presentation on Jefferson County's Zero Suicide Team. They shared statistics, details on accessing helpline services, and highlighted ongoing efforts to raise awareness and promote the initiative within the community.

12. DIRECTOR'S REPORT

Mr. Ruehlw reported on the following items:

- The Matz Center has been in operation for a year. In 2024, the center facilitated care for 90 children over a total of 675 service days, with an average stay of 7.5 days per child. The center collaborated with 12 counties and held contracts with 20 counties.
- The organization applied for a grant to support the Matz Center and was awarded funding for one year, with the possibility of a second year. The first-year funding is approximately \$435,000, and potential second-year funding is estimated at \$440,000.
- Shauna Schulz joined Human Services as the new Compliance Officer, effective January 6, 2025.
- The County Board approved the Opioid Implementation Plan last month. As part of the plan, a request has been made for a Reentry Coordinator position. This role would support stabilizing individuals transitioning from jail to the community.

13. ADJOURN

Mr. Racanelli made a motion to adjourn the meeting.

Mr. Kutz seconded.

Motion passed unanimously.

Meeting adjourned at 9:56 a.m.

Minutes prepared by:

Kelly Witucki

Office Manager

Human Services

NEXT BOARD MEETING

Tuesday, February 11, 2025, at 8:30 a.m.

Jefferson County Workforce Development Center

874 Collins Road, Room 103