

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
March 10, 2026

Board Members Present in Person: Joan Callan, Gino Racanelli, and Pamela Abrahamsen

Present by Zoom: Kirk Lund, James Braughler, Corporation Counsel, Danielle Thompson, Assistant Corporation Counsel Yelena Zarwell and Watertown Daily Times Reporter James Kuckkan

Others Present: Director Brent Ruehlow, Administrative Services Division Manager Brian Bellford, County Administrator Michael Luckey, MH/AODA Manager Anna Falci, Re-Entry Coordinator Ashley Torres, and Office Manager Kelly Witucki

1. CALL TO ORDER

Mr. Lund called the meeting to order at 8:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Wineke and Ganser/Quorum was established.

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Mr. Ruehlow certified that we are in compliance.

4. REVIEW OF MARCH 10, 2026, AGENDA

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF FEBRUARY 10, 2026, BOARD MINUTES

Ms. Callan made a motion to approve February 10, 2026, board minutes.

Mr. Racanelli seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No Communications

8. REVIEW OF THE FINAL 2025 FINANCIAL STATEMENT

Mr. Bellford reviewed the December financial statement (attached) and reported that we are ending the year with a positive year-end fund balance of \$772,197, once prepaid expenses are excluded. All of this balance was carried forward into 2026, as shown on the carryover report and presented as last month's meeting. This includes the full \$650,000 reserve. We did need a transfer of \$116,370 from the Finance Department to make this balance. Without it, we would have made a budget adjustment to use the reserve and adjust our carryover.

9. DISCUSS AND APPROVE FEBRUARY 2026 VOUCHERS

Mr. Bellford reviewed the summary sheet of vouchers totaling \$1,578,634.58 (attached).

Mr. Racanelli made a motion to approve the February 2026 vouchers totaling \$1,578,634.58.

Ms. Abrahamsen seconded.

Motion passed unanimously.

10. DISCUSSION AND POSSIBLE ACTION ON NEW 2026 PROFESSIONAL SERVICE CONTRACT (CCS REGIONAL SERVICE ARRAY)

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

Mr. Lund made the motion to approve the professional service contract listed.

Ms. Callan seconded.

Motion passed unanimously.

11. PRESENTATION ON THE RE-ENTRY PROGRAM

MH/AODA Manager Anna Falci introduced our Re-Entry Coordinator Ashley Torres and provided an overview of the Re-Entry Program. Ms. Falci discussed Ashley's role in connecting individuals with MH/AODA services, including those transitioning from incarceration to treatment and the community resources they can help provide them with.

12. DIRECTOR'S REPORT

Mr. Ruehlow reported on the following items:

- Mr. Ruehlow shared that tonight it will be on the County Board agenda to hire a full-time Medical Director for Human Services.
- Mr. Ruehlow shared that JCHS received a letter from the Department of Children and Families (DCF) Administrator John Elliot, recognizing the agency as a top performer for completing and documenting caseworker contacts for children placed in out-of-home care, achieving 99.46% for FFY 2025.
- Last week we had our CCS Chapter 36 license review. Surveyors reviewed files and found no deficiencies and did not issue any citations.
- Mr. Ruehlow expressed that SB1072 would limit counties from pursuing child support for children in placement. Child support referrals would be allowed for only cases where the family income exceeds 400% of poverty. Mr. Ruehlow has issued a whitepaper on this topic as chair of the Child and Family P.A.C. in opposition for a variety of reasons. WCHSA also opposes this movement. In addition, SB 990 would prevent counties from using Social Security Survivor and SSI benefits to offset placement costs (room and board). The Department is not supportive of this bill either.
- In October, states with an error rate above 6% in the Economic Support area for FoodShare applications will face penalties. Mr. Ruehlow noted that the current Southern Consortium error rate is 0%, which helps reduce the overall state error rate.

13. ADJOURN

Ms. Callan made a motion to adjourn the meeting.

Mr. Racanelli seconded.

Motion passed unanimously.

Meeting adjourned at 9:32 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, April 14, 2026, at 8:30 a.m.

Jefferson County Workforce Development Center
874 Collins Road, Room 103