JEFFERSON COUNTY HUMAN SERVICES
BOARD MINUTES
September 8, 2026

Board Members Present in Person: Joan Callan, Michael Wineke, Gino Racanelli, Pamela Abrahamsen and Francine Gies
Present by Zoom: Kirk Lund, Corporation Counsel Danielle Thompson; Economic Support Division Manager Jessica Lange, Watertown Daily Times Reporter James Kuckkan
Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford, County Administrator Michael Luckey, Office Manager Bridget Schwantes, Behavioral Health Division Manager Holly Pagel

1. CALL TO ORDER
Mr. Lund 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. Luckey certified that we are in compliance.

4. REVIEW OF SEPTEMBER 8, 2026, AGENDA

5. PUBLIC COMMENTS
No Comments

6. APPROVAL OF AUGUST 11, 2026, BOARD MINUTES
Mr. Racanelli proposed a change to the August 11, 2026, board minutes, to modify a typo in the Director's Report to say, "The State of Wisconsin contracts with MetaStar"
Mr. Racanelli made a motion to approve with this proposed change
Ms. Gies seconded
Motion passed unanimously.

7. COMMUNICATIONS
No Communications

8. REVIEW OF THE JULY 2026 FINANCIAL STATEMENT
Mr. Bellford reviewed the July financial statement (attached) and reported that we are projecting year-end fund balance of $566,924 which is consistent with last month. This balance includes our carryover from 2025, including $650,000 from our reserve carryover. We are, at this point, $83,076 unfavorable to the budget when the reserve is excluded. We have seen a positive hospitalization trend in the past four months. However, the Matz Center census has not increased as much as we anticipated, therefore; we have less County revenue. Mr. Ruehlow noted that while County revenue is down, the use of the Matz Center is the right thing to do and provides a savings over the use of State Institutions.

9. DISCUSS AND APPROVE AUGUST 2026 VOUCHERS
Mr. Bellford reviewed the summary sheet of vouchers totaling $945,588.85 (attached).
Ms. Callan made a motion to approve the August 2026 vouchers totaling $945,588.85.
Mr. Weineke seconded.
Motion passed unanimously.

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

Mr. Ruehlow reported that we have four new service providers. (attached)
Mr. Lund made the motion to approve the professional service contract listed.
Mr. Racanelli seconded.
Motion passed unanimously.

11. PRESENTATION ON RECOVERY MONTH PROMOTION AND AWARENESS ACTIVITIES

Ms. Pagel presented information on September Recovery Month. The theme presented is REAL: Restoring Every Aspect of Life. Activities include: Color Run on September 12, 2026, in Watertown; Scoopie Night at Culver's in Johnson Creek on September 15, 2026; merchandise and food sales at Human Services. Mr. Ruehlow and Ms. Pagel highlighted a podcast interview with a Human Services client to share his story of recovery. Ms. Pagel also highlighted that those in recovery are not defined by their lowest moments, but by their recovery journey. The apparel design was created by the same client in the podcast interview.

12. DIRECTOR'S REPORT

Mr. Ruehlow reported on the following items:

- The Matz Center was featured in the Watertown Daily Times. The article included admission statistics and highlighted the partnership among Jefferson County and Wisconsin Community Services, The Greater Watertown Health Foundation and the State of Wisconsin Department of Health Services
- Wold continues to do the space study at Human Services. They have outlined a 22-week plan for this study. Recent activities included: questionnaires and interviews with every division to discuss priorities, needs and deficiencies; and tours of Walworth and Waukesha Counties.
- Genoa Pharmacy presented an on-site pharmacy model to Human Services. This would allow clients to get prescriptions filled on site. Genoa would need space but would pay rent to Jefferson County. The pharmacy would be of no cost to the County. This model is used in Rock and Waukesha Counties.
- There is a Financial Empowerment Center open house on September 23, 2026, at 9AM.

13. ADJOURN

Ms. Gies made a motion to adjourn the meeting.
Ms. Abrahamsen seconded.
Motion passed unanimously.
Meeting adjourned at 9:27 a.m.

Minutes prepared by:

Bridget Schwantes
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, October 13, 2026, at 8:30 a.m.
Jefferson County Workforce Development Center
874 Collins Road, Room 103