JEFFERSON COUNTY HUMAN SERVICES
BOARD MINUTES
October 13, 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; Paralegal II Sarana Stolar

Others Present: Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; County Administrator Michael Luckey; Child and Families Division Manager Laura Wagner; Youth and Family Service Supervisor Jessica Godek; Child, Youth, and Family Professional Jessica Breezer; Aging and Disability Resource Division Manager ReBecca Schmidt; Transportation Supervisor Casey Anderson

1. CALL TO ORDER
Ms. Callan 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 OCTOBER 13, 2026, AGENDA

5. PUBLIC COMMENTS
No Comments

6. APPROVAL OF SEPTEMBER 8, 2026, BOARD MINUTES
Mr. Racanelli made a motion to approve the September 8, 2026, minutes.
Ms. Abrahamsen seconded.
Motion passed unanimously.

7. COMMUNICATIONS
No Communications

8. REVIEW OF THE AUGUST 2026 FINANCIAL STATEMENT
Mr. Bellford reviewed the August financial statement (attached) and reported that we are projecting year-end fund balance of $664,133 which is an improvement from last month. This balance includes our carryover from 2025, including $650,000 from our reserve carryover. We are, at this point, $14,133 favorable to the budget when the reserve is excluded. We have seen a positive hospitalization trend in the past five months. However, the Matz Center census has not increased as much as we anticipated, therefore; we have less County revenue. Additionally, we do have some vacant positions, leading to staffing costs to be under budget.

9. DISCUSS AND APPROVE SEPTEMBER 2026 VOUCHERS
Mr. Bellford reviewed the summary sheet of vouchers totaling $903,179.04 (attached).
Mr. Wineke made a motion to approve the September 2026 vouchers totaling $903,179.04.
Mr. 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 two new service providers. (attached)
Mr. Wineke made the motion to approve the professional service contract listed.

Mr. Racanelli seconded.
Motion passed unanimously.

11. DISCUSSION AND POSSIBLE ACTION ON AUTHORIZING EXECUTION OF STATE HUMAN SERVICES CONTRACTS, CONSORTIUM AGREEMENTS, AND PROFESSIONAL SERVICES AND CARE PROVIDER CONTRACTS

Mr. Bellford reported that this authorizes the execution of contracts, agreements, and provider contracts for 2027. This resolution will be on the County Board agenda in November. (attached)
Mr. Racanelli made a motion to approve the Human Services contracts for the 2027 budget as presented.
Ms. Gies seconded the motion.
Motion passed unanimously.

12. PRESENTATION ON YOUTH JUSTICE AWARENESS MONTH AND THE TRUE PODCAST

Ms. Godek and Ms. Breezer described the Youth Justice Action Month (YJAM) activities. The goals of the activities are to: change the narrative and shift perspective from casting young people in the program from negative to positive; uplift youth leaders; and advocate for change.
The team has been doing fundraiser activities to assist clients with transportation, drivers' education, and sports registration.
Additionally, the team has started a Youth Advisory Board podcast. The Youth Advisory Board started in April 2025, and has had up to 10 kids participating in it. All of the kids are or were part of the YJ system. In order to reach other youth, they wanted to start a podcast. We were able to get a grant from the State DCF in order to fund the supplies for the podcast. The podcast episodes walk through the YJ system and help to alleviate fears for other youth in it.

13. DISCUSSION AND ACTION ON JEFFERSON COUNTY'S SPECIALIZED TRANSPORTATION ASSISTANCE PROGRAM (Wis. Stat. 85.21) APPLICATION

Ms. Anderson reported on the 2027 Application for the Wisconsin DOT funding of $228,147. The application will have nine projects: the Driver/Volunteer Escort Program; the Senior Dining Program; later weekday evenings & weekend service hours; Day Trip; shopping van service; third party wheelchair accessible transportation; public taxi transportation; evening/weekend shuttle rides; and Jefferson County park walks. The total cost of these projects in our WisDOT application is $568,311 in 2027.
Mr. Wineke made a motion to approve the Application for 85.21 Specialized Transportation Assistance as presented.
Mr. Racanelli seconded.
Motion passed unanimously.

14. DIRECTOR'S REPORT

Mr. Ruehlow reported on the following items:

- There were two news articles that Mr. Ruehlow wanted to share (attached). One was regarding the Matz Center. The other was regarding the Youth Justice TRUE Podcast launch.
- Wold continues to perform the space study at Human Services. Facilities Director John Fox has been leading it. Wold recently shared overlays of what it might look like to reconfigure our buildings. We will ask them to give a presentation at the November meeting. Some themes of the study have been: security; teams that need to be close to each other; and conference room space.
- The State DHS recently did a survey of our EMH and Outpatient Clinic. No deficiencies were found as part of the survey.

- Many of our staff members will be attending Motivational Interviewing Learning Labs (MILLS) this week. This will be the first time these are run solely by our staff.
- Our CSP Manager, Marj Thorman, has been accepted to the Motivational Interviewing Network of Trainers (MINT). This will be held in Lisbon, Portugal, at the end of October.

15. ADJOURN

Ms. Gies made a motion to adjourn the meeting.
Ms. Abrahamsen seconded.
Motion passed unanimously.
Meeting adjourned at 9:48 a.m.

Minutes prepared by:
Brian Bellford
Administrative Services Division Manager
Human Services

NEXT BOARD MEETING

Tuesday, November 10, 2026, at 8:30 a.m.
Jefferson County Workforce Development Center
874 Collins Road, Room 103