

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, July 17, 2019
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT: Carol Beals, Judy Friar, Nancy Howard, Amy Kite, Mel Masters, Justin O'Brien, Gary Ranum, Patrick Schroeder, Charles Stenner, Mike Tiber (Chair.) and Mary Ellen Tredinnick.

OTHERS PRESENT: Jeff Lockhart, Zack Armstrong, Cheryl Knapp, and Nancy Schmitz.

1. CALL TO ORDER/ROLL CALL: 7:00 p.m.; quorum present.
2. OPEN MEETINGS LAW CERTIFICATION: A notice was published in the Herald Independent, stating the date, time and place of the Unified Community Services Board meeting. Notice was also posted in four public locations, on Grant and Iowa Counties websites and sent to local radio stations. Verified by Nancy Schmitz.
3. AGENDA: Gary Ranum moved to approve the agenda. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
4. MINUTES: Patrick Schroeder moved to approve the minutes of the June 19, 2019 meeting. Motion seconded by Nancy Howard and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: None.
6. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for June/July, 2019 as reviewed. Motion seconded by Judy Friar and passed unanimously.
7. REPORTS:
 - a) Financial report for June, 2019 given by Zack Armstrong.
 - b) Personnel report for June, 2019 given by Cheryl Knapp.
 - c) Chairman's report – None.
 - d) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified's unassigned fund balance should improve after we receive revenue for CSP and ES programs.
 - ii. We had 32 days at Winnebago Mental Health Institute in the month of June and 45 emergency detentions.
 - iii. Erin Spadafore will be working on setting up a Board for the Comprehensive Community Services Program. They will meet one time per quarter for approximately 1-2 hours.
 - iv. Holly Knapp met with Bayside and Tellurian about diversion beds for mental health and dually diagnosed clients.
 - v. Jeff held a utilization meeting in regards to the amount of time spent with individuals who are in need of more assistance in coordination of services.
 - vi. Unified is working with SWCAP and the Lift program to expand their hours of operation, which could then provide transportation for voluntary hospitalizations after hours.

Justin O'Brien spoke with the Grant County Board regarding Unified's steps toward initiating the Comprehensive Community Services program.

Charles Stenner moved to accept the reports and place them on file. Motion seconded by Amy Kite and passed unanimously.

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8. STAFFING: Jeff discussed the need to hire a person part-time to work with individuals to coordinate transportation, appointments, food, shelter, etc. to reduce risk of hospitalizations. Gary Ranum approved to hire a part-time individual to work up to 20 hours per week. This position would be a paraprofessional to assist with case management duties for Emergency Services and the Community Support Program. Motion seconded by Patrick Schroeder and passed unanimously.
9. NEXT MEETING: August 21, 2019 at 7:00 p.m.
10. ADJOURNMENT: Charles Stenner moved to adjourn at 7:35 p.m. Motion seconded by Mel Masters and passed unanimously.

Nancy Schmitz, Recorder