



**ROCK COUNTY
HUMAN SERVICES BOARD MEETING
Wednesday, August 23, 2023 – 4:30 P.M.**



Call to Order: Chair Knudson called the hybrid meeting to order at 4:30 p.m. on Wednesday, August 23, 2023, at the Dr. Daniel Hale Williams Rock County Resource Center, Janesville, WI.

Committee Members Present: Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Ron Woodman, Supervisor; Kathy Schulz, Supervisor; Jim Farrell, Supervisor, Wes Davis, Supervisor; Phil Boutwell, Citizen Representative; and J. Russell Podzilni, Supervisor.

Committee Members Absent: Ashley Hoffman, Citizen Representative.

Staff Present: Kate Luster, Director; Greg Winkler, Deputy Director; Jennifer Thompson, ADRC/APS/Aging Manager; Stephani Kuczynski, CSP Manager; Rebecca Westrick, CCS; Jenna Singer, CCS Manager; and Ryan Booth, Aging Transportation Program Supervisor. Sarah Nelson, CPS (virtual).

Others Present: Kai Heaton. Chuck Flynn. Brittney Prince. Kathy Holcombe, League of Women Voters.

Approval of Agenda: Citizen Representative Weaver-Landers moved the agenda to the floor, second by Supervisor Podzilni. The agenda was unanimously approved. Approved.

Approval of Minutes of Human Services Board Meeting on August 9, 2023: Supervisor Woodman moved the minutes to the floor, second by Supervisor Farrell. Supervisor Davis requested an amendment to change “motioned” to “moved” under Adjournment. The amended minutes were unanimously approved. Approved.

Public Comment: None.

Communications and Announcements from Staff and Board Members: Chair Knudson welcomed Citizen Representative Phil Boutwell.

Rock County HSD July Employee Impact Recognition Award: Ms. Luster introduced Stephani Kuczynski, CSP Program Manager. Ms. Luster advised usually this award goes to non-leadership staff but with so much support from her supervisors and staff in her entire program area along with co-workers, this exception was made. Ms. Kuczynski has been in the role of CSP Program Manager for over six months. She had the unique opportunity to take a Program Manager position directly from a line staff position. She has been working closely with NAMI in the opening of the new Day Center, covering for a maternity leave of a supervisor, organized an all staff meeting to build morale, and presented at the state biweekly meeting spotlighting the CSP programs. She has transitioned into her new role as a leader gracefully and is a great example of the county’s commitment to HSD’s organizational internal culture.

Review and Approval of Resolutions:

Authorizing Purchase of Specialized Transit Vehicles – Supervisor Davis moved the resolution to the floor, second by Citizen Representative Weaver-Landers. Ms. Thompson explained the HSD Aging unit maintains a fleet of twelve transit vehicles for the Specialized Transportation Program. Four of the vehicles are needing replacement due to age, mileage, and/or excessive repairs. There is funding for the bus to be purchased. The HSD Aging Unit is in immediate need of a bus. Ms. Thompson and Mr. Booth responded to questions. The resolution was unanimously approved. Approved.

Discussion and Possible Action:

Approval of Vendor Contract for Drug Testing RFP – Citizen Representative Weaver-Landers moved the approval of vendor contract for drug testing RFP to the floor, second by Supervisor Woodman. Mr. Winkler explained HSD issued a request for proposal (RFP) to solicit vendors interested in providing Drug Testing Services for HSD starting in calendar year 2024. Proposals were submitted and based upon the selection process and scoring the Human Services staff recommend awarding the contract to Averhealth. Mr. Winkler responded to questions about the why the RFP was initiated. The approval to contract with Averhealth for drug testing was unanimously approved. Approved.

Reports and Update:

Report on Comprehensive Community Services (CCS) Motivational Interviewing (MI) – Ms. Singer presented a power point regarding CCS Motivational Interviewing (MI). MI is an evidenced based practice to help clients work toward change. CCS has a unique opportunity to work with the DHS to use an implementation science model to integrate this practice into CCS. Implementation is going to be a long process to get all staff trained and transitioned to MI. There are monthly fidelity reviews with trained staff, coaches, and managers. Ms. Singer shared some thoughts written by Kai Heaton and Ms. Westrick provided details of this practice has helped. Ms. Singer responded to questions.

2024 Budget Update – Ms. Luster advised the HSD budget meetings with County Administrator were held last week. There were some minor modifications as more information came in, but nothing major. County Administrator Smith requested more details on certain items which HSD provided. County Administrator Smith will submit his proposed County budget at the end of October.

Committee Requests: Supervisor Schulz asked about a report on Legal Action. Ms. Luster advised there is plan for these reports to continue quarterly.

Next Meeting: Wednesday, September 13, 2023, at 4:30 p.m. – will be a hybrid meeting via zoom and in-person at the Dr. Daniel Hale Williams Resource Center, 1717 Center Avenue, Janesville, WI.

Adjournment: Supervisor Woodman moved to adjourn, second by Supervisor Schulz with unanimous approval at 5:17 p.m.

Jodi Parson, Secretary

NOT OFFICIAL UNTIL APPROVED BY THE BOARD