



**ROCK COUNTY
HUMAN SERVICES BOARD MEETING
Wednesday, July 24, 2024 – 4:30 P.M.**



Call to Order: Vice-Chair Woodman called the meeting to order at 4:30 p.m. on Wednesday, April 10, 2024, in the Boardroom, at the Dr. Daniel Hale Williams Rock County Resource Center, Janesville, WI.

Committee Members Present: Supervisor Ron Woodman, Vice Chair; Supervisor Kathy Schulz; Supervisor Genia Stevens; Supervisor April Whitledge; Supervisor Barb Tillman; Citizen Representative Phil Boutwell; Citizen Representative Sally Jean Weaver-Landers.

Committee Members Absent: Supervisor Brian Knudson, (Chair); Citizen Representative Ashley Hoffman.

Staff Present: Kate Luster, Director; Tera O'Connor, Deputy Director; Sara Mooren, Administrative Services Manager.

Others Present: Sheila Williams

Virtual attendees: Supervisor Mike Schwarz; Olivia Smith

Approval of Agenda: Citizen Representative Sally Jean Weaver-Landers moved the agenda to the floor, second by Supervisor April Whitledge. The agenda was unanimously approved by voice vote. Approved.

Approval of Minutes of Human Services Board Meeting on July 10, 2024: Supervisor Whitledge moved the minutes to the floor, second by Supervisor Kathy Schulz. The minutes were unanimously approved by voice vote. Approved.

Public Comment: Sheila Williams spoke to share her concern about staffing shortages at Youth Services Center. She is requesting the board review this as Ms. Williams has not seen that on the Human Service Department's Board agenda. Ms. Williams is also inquiring about the cost of running the Youth Services Center since it is not being fully utilized.

Communications/Announcements from Staff and Board Members: None

Approval of Contracts: Supervisor Weavers-Landers moved the contracts to the floor, second by Supervisor Stevens. Ms. Mooren provided contract details and responded to questions. The contracts were unanimously approved by voice vote. Approved.

Human Services IMPACT Award Recipient for April -JUNE: Ms. Luster – noted that this IMPACT Award recipient is for the month of June, not April. IMPACT Award for June is Jenny Fellows that works for Medical Records department. Nominated for her support on the behind the scenes in that department. She asks to help in multiple departments and helps support staff as they learn. She is a great resource in quality assurance work and does it positively.

Review and Approval of Resolutions:

Amending the 2024 Human Services Department Budget to Accept Family First Funds - Citizen Representative Phil Boutwell moved the resolution to the floor, second by Supervisor Genia Stevens. Ms.

O'Connor was present to speak on this resolution. She stated that this is a one-time funding opportunity and allows to be used in a preventative way. Examples to use would be helping for someone behind on their rent which helped prevent homelessness and entrance into our system at HSD. Another one was to request groceries. This will not require additional staff to be hired as we already have a process set up. The resolution was approved by unanimous voice vote. Approved.

Reports and Update:

Director's Report: Update on 2025 Budget Development - Ms. Luster stated the Human Services Department 2025 budget is on target to be submitted by the due date of August 1st. Staff have been working hard to get this complete. Ms. Luster states there have been hard decisions about personnel reductions to reduce expenditures. Ms. Luster stated they are doing their best to look at vacant positions while looking at increased and improved efficiencies in all areas of operations. Ms. Luster will be hosting some sessions for staff to review the budget and the process of budget development while reviewing the priorities and initiatives. When Ms. Luster submits the budget to the County Administrator, she will share the summary budget memo with the board as well.

Ms. Luster also noted that she sent an email to the board last week with several documents that included information about vacancies and FTE increases overtime per the request of Supervisor Schwarz. Please reach out for additional information.

There was discussion about the 2025 Budget related to the Youth Services Center and the challenges associated with staffing shortages leading to the recent need to transfer youth to an out of County facility. The HS Board had previously approved the contract for placement of youth at Marathon County and it was discussed that additional data and updates would be helpful. Ms. Luster responded to questions regarding the 2025 Budget Development.

Update on ARPA Human Trafficking Prevention Initiative - Ms. Luster provided an update on the \$1.125 million in ARPA funds that were allocated last Fall for Human Trafficking Prevention. The original resolution related to this effort was shared to remind the board of the direction given to HSD in the resolution. HSD issued an RFP related to these funds. We had two proposals submitted for these services. One is Janesville Community Center, and the other is Family Services in Beloit. Ms. Luster stated they are in the process of reviewing those, but the hope is to contract with both agencies. She stated that we would still need to negotiate contract terms and be sure not to duplicate services and to coordinate these services with those that are already being provided. These proposed contracts will come back to this board for approval and the funds will need to be obligated fully. Ms. Luster responded to questions regarding this initiative and there was discussion about the pros and cons of using these funds for HSD staff positions and flexible funds vs contracting with community organizations.

Committee Requests: Supervisor Schulz and Citizen Representative Boutwell requested future discussion about the utilization of the Youth Services Center.

Next Meeting: Wednesday, June 26, at 4:30 p.m. – will be a hybrid meeting via Zoom and in-person at the DWRC, in the Boardroom, 1717 Center Avenue, Janesville, WI. If you cannot make the meeting, please email Christina Arambula (Christina.Arambula@co.rock.wi.us) to ensure a quorum is present.

Adjournment: Supervisor Kathy Schulz motioned to adjourn, second by Supervisor Genia Stevens with unanimous approval at 5:28 p.m.

Chrissy Arambula, Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY THE BOARD