



**ROCK COUNTY
HUMAN SERVICES BOARD MEETING
Wednesday, October 23, 2024 – 4:30 P.M.**



Call to Order: Chair Knudson called the meeting to order at 4:30PM on Wednesday, October 23, 2024, in the Boardroom, at the Dr. Daniel Hale Williams Rock County Resource Center, Janesville, WI.

Committee Members Present: Supervisor Brian Knudson, (Chair); Supervisor Ron Woodman (Vice Chair); Supervisor Kathy Schulz; Supervisor Genia Stevens; Supervisor April Whitledge; and Citizen Representative Phil Boutwell.

Virtual Committee Members: Supervisor Barb Tillman; Citizen Representative Sally Jean Weaver-Landers; and Citizen Representative Ashley Hoffman

Staff Present: Kate Luster, Director; Tera O'Connor, Deputy Director; Sara Mooren, Administrative Services Manager; Becky Huber, Prevention Coordinator

Virtual attendees: Sue Ryan, Olivia Smith, Lita Solbrig, Mike Schwarz

Others Present: Josh Smith, County Administrator and Chuck Flynn

Approval of Agenda: Supervisor Woodman moved the agenda to the floor, second by Supervisor Whitledge. The agenda was unanimously approved by voice vote. Approved.

Approval of Minutes of Human Services Board Meeting August 28, 2024:

Supervisor Whitledge moved the minutes to the floor, second by Citizen Rep. Boutwell. The minutes were unanimously approved by voice vote. Approved.

Public Comment: None

Communication and Announcements from Staff and Board Members: None

Approval of Contracts: No contracts presented.

Review and Approval of Resolutions: No resolutions presented.

Review, Discussion, and Possible Action:

Review and Approval of the 2025 HS Dept. Budget - Last meeting went through section by section. Chair Knudson opened it up for any questions or comments, none were presented. Approved by unanimous voice vote. Approved.

Reports and Update:

2024 Budget to Actual Report – Ms. Mooren Reviewed the different areas of the budget update that was shared with board. A report was put together based on board feedback earlier in the year. Overall, we have brought the estimate of the budget down slightly from last time. There were not

any significant changes from previous report. Ms. Mooren reviewed different estimates that changed in the budget. Ms. Mooren reminded the committee that with the year to date actual, the state revenue is months behind so that will look low at this point. Ms. Mooren responded to additional questions and received positive feedback from the board members on the format. There was a suggestion to add comments of clarification in areas that appear to have a large difference in the amounts. Ms. Mooren will be back with an updated Budget to Actual report in December.

Update on Holiday and Family Needs Planning – Ms. Luster explained our change in approach for the Holiday and family needs committee as it grew too much for it to be managed by staff at HS department; nor did we have infrastructure to monitor it. Ms. O’Conner and Ms. Huber were present to talk about the transition to a community partner for the program, the Salvation Army. The HS Department has worked with the Salvation Army in previous years at a lower level. The Salvation Army will accept referrals for holiday gifts for HSD families. The Salvation Army will still include the HS staff in the ability to adopt families via the Angel Tree and to volunteer. Registration for Salvation Army is in a few locations in Rock County and as of 10/21/2024 they already had 403 families registered. Salvation Army is tracking the registered families to see how many are from Human Services. There was a letter sent out to our donors list to let them know that we are partnering with the Salvation Army. We also sent a message to all Rock County staff, so they are all aware of the new process. We plan to bring a request to the finance committee at our November meeting to donate the extra items we have on hand to Salvation Army. We will maintain a source of necessity items for families year-round.

Committee Requests: None

Next Meeting: Wednesday, November 13, 2024, at 4:30PM. This meeting 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 Chrissy Arambula (Christina.Arambula@co.rock.wi.us) to ensure a quorum is present.

Adjournment: Supervisor Schulz motioned to adjourn, second by Supervisor Woodman with unanimous approval at 4:59PM.

Chrissy Arambula, Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY THE BOARD