



**ROCK COUNTY
HUMAN SERVICES BOARD MEETING
Wednesday, June 11, 2025 – 4:30 PM**



Call to Order: Chair Knudson called the meeting to order at 4:30 p.m. on Wednesday, June 11, 2025, 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 Barb Tillman; Supervisor April Whitley; Citizen Representative Lori Stottler; and YIG Representative Kinzelman

Virtual Committee Members: Citizen Representative Ashley Hoffman; Citizen Representative Phil Boutwell; and Supervisor Genia Stevens

Staff Present: Kate Luster, Director; Sara Mooren, Administrative Services Manager

Virtual attendees: Tera O'Connor, Deputy Director; Maria Delgado, ES Manager; Meghan Pulgarin, Support Services Supervisor; and Chuck Flynn

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

Approval of Minutes of Human Services Board Meeting May 28, 2025:

Supervisor Woodman moved the minutes to the floor, second by Citizen Representative Stottler. The minutes were unanimously approved by voice vote. Approved.

Public Comment: None

Communication and Announcements from Staff and Board Members: Ms. Luster shared a list of announcements and upcoming events. Ms. Luster made additional remarks regarding a request for volunteers at Family Fun Night for employees of the county and information about Cycling without Age sponsored by ADRC. There was also a shoutout to Chair Knudson for helping collaborate to have a walking path at the back of the DWRC for staff to utilize.

Approval of Contracts: None

Review Bills Paid: Ms. Bauer provided details and responded to questions.

Review and Approval of Resolutions: None

Reports and Update:

Director's Report: 2026 Budget Update - Ms. Luster gave a timeline and idea of the 2026 Budget process. There is a lot of uncertainty at both the state and federal level making the budget process more challenging. The HSD submitted 2026 Personnel Requests on June 6th. Ms. Luster will bring an update about vacant positions to the next HS Board meeting. Ms. Luster also spoke about what is happening at the federal level that could impact our services and budgets. While much remains uncertain, there is a primary

focus on cuts to funding to administer FoodShare and Medicaid, which will likely impact our Economic Support Budget. Ms. Luster responded to questions.

Building Safety Initiatives – Mr. Winkler gave an update on the status of our safety efforts in our HSD buildings. There is an updated procedure manual that was customized to the DWRC and Eclipse. There are flip charts throughout the buildings as an easy reference for staff safety. A workgroup was implemented that includes staff from our buildings including those that are not necessarily county staff. There is a Human Services Safety Committee that is taking responsibility for education on these initiatives. Active Threat safety and lockdown training is in place and required to be completed by all staff in the buildings. In the future there will also be some drills for staff to plan in their unique work areas coming up with strategies to use in different areas. The Rock County Sheriff's Office, and in particular Detective Luke DuCharme, has been very helpful and supportive. Mr. Winkler also spoke about pedestrian safety at our building and speedbumps will be implemented soon at the front of the DWRC. Mr. Winkler responded to questions.

Report on Transition to *FASTER* for Motorpool Management – Ms. Bauer reviewed a handout on *FASTER*, the new motor pool management software system being implemented by Public Works. June 30, 2025, will be the official launch date for the HSD, which has a pool of 38 vehicles. Ms. Bauer described the purpose of the change, the details of the procedure under *FASTER*, and how it differs from our previous process. Ms. Bauer responded to questions.

Committee Requests: None

Next Meeting: Wednesday, June 25, 2025, 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 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 5:24 p.m.

Chrissy Arambula, Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY THE BOARD