



**ROCK COUNTY HUMAN SERVICES BOARD MEETING**  
**Wednesday, July 22, 2020 – 4:30 P.M.**

**Call to Order:** Chair Knudson called the virtual meeting to order at 4:30 p.m. on Wednesday, July 22, 2020.

**Committee Members Present:** Brian Knudson, Supervisor; Sally Jean Weaver-Landers, Citizen Representative; Shirley Williams, Supervisor; Kathy Schulz, Supervisor; Pam Bostwick, Supervisor; Kaelyb Lokrantz, Supervisor; J. Russell Podzilni, Supervisor; Angelina Reyes, Citizen Representative; and Ashley Kleven, Citizen Representative.

**Committee Members Absent:** None.

**Staff Present:** Katherine Luster, Director; Tera O'Connor, Deputy Director; Greg Winkler, Deputy Director; Sara Mooren, Administrative Services Manager; Jan Carlson, Job Center Supervisor; Melissa Dybas, Economic Support (ES) Supervisor; and Julie Studinski, Job Center.

**Others Present:** Rich Bostwick, County Board Vice-Chair. Terry Thomas. Vicki Mejeris. Sue Rusch. Patrick Singer, Information Technology (I.T.) Data Systems Manager.

**Approval of Agenda:** Citizen Representative Weaver-Landers moved the agenda to the floor, seconded by Supervisor Schulz. A friendly amendment was made to change Item #7 from July to June recipient. The agenda was unanimously approved. APPROVED.

**Approval of Minutes of Human Services Board Meeting of July 8, 2020:** Citizen Representative Kleven moved the minutes to the floor, seconded by Citizen Representative Reyes. The minutes were unanimously approved. APPROVED.

**Citizen Participation, Communications and Announcements:** None.

**Submission of Committee Requests:** Chair Knudson asked the members to review the agenda item list that they have been provided and submit a prioritized list of the items to Jodi Parson within a couple days. Supervisor Schulz asked about the students returning to class and reaching out to families to give guidance on how to care for themselves. Supervisor Podzilni suggested that would fall under the Health Department purview. Supervisor Bostwick requested an update from the Foster Parent Advisory Committee.

**Approval of Contracts and Transfers:** Supervisor Williams moved four contracts to the floor, seconded by Citizen Representative Weaver-Landers. Ms. Mooren provided a summary about each of the contracts. The contracts were unanimously approved. APPROVED.

**HSD Employee Impact Award June Recipient:** Ms. Luster introduced Julie Studinski. Julie is a Support Specialist at the front desk at the Job Center. There were two nominations submitted on her behalf. Both of the nominations were from people who witnessed her interaction on the phone with an agitated individual. She was calm, careful with responses empathetic and was able to de-escalate the caller. The caller was calling about unemployment which Economic Support (ES) does not oversee in any way, but she was able to provide him with some information.

**Resolution Amending the 2020 HSD Budget to Accept Children Long Term Support (CLTS) Funds and Creating 2.0 Full Time Employee (FTE) Human Services Professional Positions:**

Citizen Representative Weaver-Landers moved the resolution to the floor, seconded by Citizen Representative Kleven. Ms. O'Connor presented the resolution and explained with this funding two additional positions will be added to CLTS and funds will be used to remove additional children off of the wait list and to provide services to families served by CLTS. The resolution was unanimously approved. APPROVED.

**Resolution Amending the 2020 HSD Budget to Accept a COVID Behavioral Health Grant:**

Supervisor Williams moved the resolution to the floor, seconded by Supervisor Podzilni. Mr. Winkler presented the resolution and explained this was a Federal grant funneled through Department of Health Services (DHS). The funding will be used in three areas: expanding peer specialists in partnership with Rock Valley, support for first responders, and access to safe and sober housing. The resolution was unanimously approved. APPROVED.

**Set Date and Time for the Human Services Department Public Hearing:**

Citizen Representative Weaver-Landers moved the date of August 26<sup>th</sup> at 6:00 p.m. for the HSD Public Hearing to the floor, seconded by Supervisor Bostwick. The date of the HSD Public Hearing for August 26, 2020 at 6:00 p.m. was unanimously approved. APPROVED.

**Director's Report:**

- **Semi Annual Report** – Ms. Luster advised there was one individual to report for the last six month time period who attended a convention, conference or training over \$1,000 and provided details.
- **Update Regarding Department Operations and Return to Work Planning:** Ms. Luster advised most HSD staff are continuing to work remotely at this time but are being responsive to face to face contact with clients when appropriate to meet client needs. Human Resources sent out an updated reopening plan which Ms. Luster forwarded to the Board prior to the meeting. With the addition of requiring masks for staff, customers, clients and visitors there are many questions to think through and she provided examples. Policy and procedures are being worked on. HSD wants to be as prepared as possible before fully reopening buildings.

**Next Meeting:** Wednesday, **August 12, 2020** at 4:30 p.m. – Virtual Meeting.

**Adjournment:** Supervisor Williams motioned to adjourn, seconded by Supervisor Bostwick with unanimous approval at 5:03 p.m.

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Jodi Parson, Secretary

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**