

# **Meeting Minutes for Brown County Board of Developmental Disabilities**

## **MEETING DETAILS**

Location: Brown County Board of Developmental Disabilities

Meeting Facilitator: Denise Holden

Secretary: Emily Ernst

Date: September 17, 2025 at 12:05 pm

## **ATTENDEES**

Denise Holden      Angie Marlow      Emily Ernst

Sam Schweickart      Patrick Klump      Reggie McKenzie

## **APPROVAL OF AGENDA**

The agenda for this meeting was reviewed and approved. No corrections or changes.

Moved by: Sam Schweickart

Seconded by: Angela Marlow

## **PREVIOUS MEETING MINUTES**

The minutes for the August 2025 meeting were reviewed. No corrections or changes.

Moved by: Patrick Klump

Seconded by: Emily Ernst

## **GUESTS**

None

## **REPORTS**

### **Report #1: Client Services Report**

Details: SSA Director stated that there are currently 267 individuals receiving SSA services. One person is still in a developmental center. He completed a home visit and will be doing an overnight at the apartment he will be living in. The goal is to transition to the apartment. Have a total of 174 waivers. As of 09/17/25, we have filed 78 MUI's. TCM productivity reports are completed monthly and everyone is at or above the 50% that is required. Since our last board

meeting, we had an individual pass away. One gentleman successfully obtained his driver's license. We had an individual and his mother lose everything in a house fire this past week. The Red Cross is assisting them. One SSA will be resigning from her position effective 10/10/2025.

**Report #2: Fiscal Report**

Details: General Fund has a balance of \$2,445,415.81

Residential Fund has a balance of \$471,381.57

Total Cash Balance \$2,916,797.38

These balances do not include the balance held at SOCOG. The overall total balance is \$1,321,563.51

Fiscal manager requested that the board approve supplemental appropriation of unappropriated funds from the 2700 DD General Fund for PO 25-0000432 for use Dynamic Pathways Inc. in the amount of \$20,000.

Moved by: Angela Marlow  
Seconded by: Sam Schweickart

**Report #3: Superintendent's Report**

The office participated in the town wide straw bale contest. The Fair Parade will take place on September 22<sup>nd</sup>, line up begins at 4:30. A Day in the Ring is on September 25<sup>th</sup> at noon in the Howser Beef Arena. During DSP Appreciation week, we delivered gifts to our DSPs. Strategic Plan surveys will be sent out for the progress report. Special Olympic sign ups will take place on September 30<sup>th</sup> from noon to 6pm. Working with IT on implementing policy for unfunded cybersecurity mandates.

**UNFINISHED BUSINESS**

Item #1: Resolution for Board Meeting Lunches

**Resolution No. 09-17-25-01**

Motion to waive the reading of the resolution aloud for the third time

Moved by: Angela Marlow  
Seconded by: Sam Schweickart

Roll Call Vote

Denise Holden - yes    Angie Marlow - yes    Emily Ernst - yes

Sam Schweickart - yes            Patrick Klump - yes    Reggie McKenzie - yes

Item #2: Resolution for Food for Required Staff In-Services

**Resolution No. 09-17-25-01**

Motion to waive the reading of the resolution aloud for the third time

Moved by: Angela Marlow

Seconded by: Emily Ernst

Roll Call Vote

Denise Holden - yes    Angie Marlow - yes    Emily Ernst - yes

Sam Schweickart - yes            Patrick Klump - yes    Reggie McKenzie – yes

**NEW BUSINESS**

Item #1: Finance Committee Meeting Update

The Finance Committee met prior to the regular board meeting. By the beginning of 2027, we will be in the red, and a levy will need to be discussed before that point.

**ADJOURNMENT**

Motion to adjourn the meeting was made by Patrick Klump. Seconded by Emily Ernst.

The meeting was adjourned at 12:43 pm.

Minutes submitted by: \_\_\_\_\_ Print Name: Denise Holden

Approved by: \_\_\_\_\_ Print Name: Emily Ernst