

**Ward County Human Service Zone Board**  
Minutes  
January 16, 2024  
Second Floor-Ward County Commissioner's Chambers

**PRESENT:**

Kristi Frederick – by phone  
Virginia Lee  
Mac McLeod  
Jason Olson  
Mark Roth  
Matthew Ruby  
Shelly Wepler

**ABSENT:**

Also present was Karen Schultz, appointed Zone Board Secretary.

The meeting was conducted by Vice Chairperson Shelly Wepler due to the physical absence of Director Frederick.

Director Frederick welcomed incoming Board Members Virginia Lee and Mark Roth, both selected to fill a 3 year term on the Ward County Human Service Zone Board.

**MOTION:**

It was moved by Mac McLeod, Seconded by Matt Ruby and unanimously approved by the Board to accept the Agenda for January 16, 2024, as presented.

**MOTION:**

It was moved by Jason Olson, seconded by Matt Ruby and unanimously carried by the Board that the Minutes from the December 19th, 2023 Board Meeting be approved.

**MOTION:**

It was moved by Mac McLeod, seconded by Virginia Lee and unanimously carried by the Board to receive and file all financial documents as presented.

**MOTION:**

It was moved by Jason Olson, seconded by Mac McLeod and unanimously carried by the Board to receive and file the Adjunct Data Reports as presented.

Nominations were requested for the position of Vice Chairperson of the Ward County Human Service Zone Board. One nomination was received.

**MOTION:**

It was moved by Mac McLeod, seconded by Matt Ruby and unanimously carried by the Zone Board that Shelly Wepler be elected as Vice Chairperson for 2024.

**MOTION:**

It was moved by Jason Olson, seconded by Matt Ruby and unanimously carried by the Zone Board that Virginia Lee be appointed Zone Board Secretary for 2024.

**MOTION:**

It was moved by Virginia Lee, seconded by Matt Ruby and unanimously carried by the Zone Board that Karen Schultz be designated secretarial duties for the Zone Board.

Proposed meeting dates and time for 2024 were presented to the Board, proposing meeting dates continue on the 3<sup>rd</sup> Tuesday of each month beginning at 8:00 am, with the exception of a 7:30 am start time for the February 20, 2024 meeting. There will be two presenters from the State in attendance for that meeting.

**MOTION:**

It was moved by Mac McLeod, seconded by Matt Ruby and unanimously carried by the Board to approve the meeting dates and time for 2024, as presented.

Director Frederick stated that she will look into reserving the meeting rooms on 1<sup>st</sup> floor for the February 20<sup>th</sup> Board Meeting. If this is to occur, notice will be sent out in advance of the meeting.

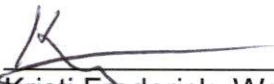
Recognition was given for Patti Thomas, 5 year employee of Ward CHSZ. Her certificate will be presented at the March 6<sup>th</sup> Zone all staff meeting. Zone Board members are welcome to attend.

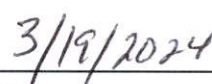
A summary of comments from HSZ Board Members regarding Kristi Frederick's annual performance evaluation was provided to the Board as part of their monthly packet. The evaluation will be signed off on by Vice Chair Shelly Wepler and by Director Frederick before it is returned to the State. Dir. Frederick received an overall rating of 'Exceeds' as rated by the Director of Zone Operations and the Zone Board.

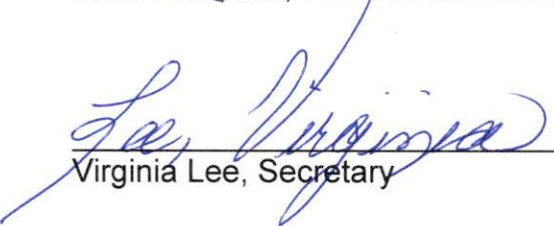
The 2024 Zone Plan update is due 02/01/24. Director Frederick will submit the plan to the State. There is one page that will be updated and it will be presented to the Board at the February Meeting.

In recognition of Child Abuse prevention month, staff can submit a design for a t-shirt logo. Board members will be asked to choose a winning design at the February meeting.

Mtg Adjourned at 8:27

  
\_\_\_\_\_  
Kristi Frederick, Ward CHSZ Director

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Virginia Lee, Secretary