

GREEN COUNTY
HUMAN SERVICES BOARD MINUTES
DATE: Tuesday, May 12, 2026

Members Present: Jim Brown, Anita Huffman, Russ Torkelson, Susan Nelson, Mike Furgal, Susan Knox, Erica Roth, Sarah Endicott and Nicole Wilcox

Members Excused:

Members Absent:

Non-Members Present: Dan Williams, Danielle Gaffney & Kay Cram

1. **Call to Order:** Williams called the meeting to order at 2 p.m.
2. **Introductions of Board Members and Agency Staff:** Board Members and Agency Staff introduced themselves to the room.
3. **Human Services Board Elections**
 - a. **Election of Human Services Board Chair (2-Year Term) – Conducted by Human Services Director**
Williams asked for nominations. Furgal was nominated. Motion by Endicott, seconded by Huffman to elect Furgal for another term as Human Services Board Chair. Motion carried with unanimous voice vote.
 - b. **Election of Human Services Board Vice-Chair (2-Year Term)**
Furgal asked for nominations. Torkelson was nominated. Motion by Knox, seconded by Nelson to elect Torkelson for another term as Human Services Board Vice-Chair. Motion carried with unanimous voice vote.
4. **Approval of Minutes**
 - a. **Approval of April 21, 2026, Minutes**
Motion by Roth, seconded by Huffman to approve April 21st, 2026 meeting minutes. Motion carried with unanimous voice vote.
5. **Public Comment (Limit 3 minutes per person/30 minutes total):** No public comments.
6. **Committee Reports:**
 - a. **Audit Sub-Committee April 2026 - Action**
Huffman reported. Motion by Huffman, seconded by Furgal to approve the April 2026 audit sub-committee meeting minutes. Motion carried with unanimous voice vote.
 - b. **Aging & Disability Advisory Committee Report - Information**
No meeting to report.
 - c. **Southwestern Wisconsin Community Action Program (SWCAP) Board of Directors Report - Information**
Nelson reported.
7. **New Business:**
 - a. **Approval of the 2025 Human Services Annual Report**
Williams reported. Motion by Torkelson, seconded by Huffman to the 2025 Human Services Annual Report. Motion carried with a unanimous voice vote.
 - b. **Appoint Russ Torkelson as Human Services Board Representative to the Aging & Disability Advisory Committee**
Torkelson accepted appointment. Motion by Knox, seconded by Roth to appoint Russ Torkelson as Human Services Board Representative to the Aging & Disability Advisory Committee. Motion carried with a unanimous voice vote.
8. **Human Services Board Orientation:**
 - a. **Agency Overview**
Williams provided general overview of the Human Services programs.

9. **Travel Requests:**

a. **Approval of Out-of-County Training Requests**

Motion by Knox, Seconded by Huffman to approve Out-of-County Training Requests. Motion carried with a unanimous voice vote.

10. **Reports:**

- a. **Directors Report:** Williams reported on Wisconsin County Human Services Association Conference, Green County Family YMCA Strategic Plan, UW Extension AI 101 Department Head Training, Green County Housing Summit and Personnel Changes.

11. **Committee Raised Topics – Items may only be discussed and any item requiring action must be placed on future committee agenda:** None

12. **Establish Next Meeting Date & Time:** June 9, 2026, at 2pm (Continued orientation at 1pm for interested members)

13. **Adjourn:** Motion by Brown, seconded by Endicott to adjourn the meeting at 3:38pm. Motion carried with unanimous voice vote.

Minutes submitted by:
Danielle Gaffney
Office Specialist