

WASHINGTON COUNTY
HUMAN SERVICES DEPARTMENT (HSD)
BOARD OF DIRECTORS

August 20, 2009

Meeting called to order at 8:30 a.m. in Room 1023 of the Public Agency Center, 333 East Washington Street, West Bend, Wisconsin, by Chairperson L. Borman, who read the open meeting statement.

MEMBERS PRESENT: Donald Berchem, Les Borman, Jim Core, Sarah Follett, Rick Gundrum, Carol Puerling, Jane Schultz, Paul Ustruck, Gregory Young

HSD STAFF PRESENT: Karen Alt, Michael Bloedorn, Debra DuFour, Sandy Hoefert, Sandy Potter, Ruth Reines, Angela Schickert, Jim Strachota, Kay Thuecks

Review of Minutes: Motion made by R. Gundrum, seconded by C. Puerling, to approve the HSD Board meeting minutes of July 16, 2009, as distributed. Carried.

2009 Budget Projection: Due to unanticipated costs for two individuals in an Institution for Mental Disease and out-of-home care for children in 2009, the fund balance will be tapped for \$545,000; this leaves a fund balance as of the end of the year of \$379,218 for future use. With this transfer, HSD is projecting to break even for 2009.

G. Young made motion, seconded by D. Berchem, to accept the 2009 budget projection as presented. Carried.

2009 Capital Outlay Request: A replacement is needed for one of the cars currently used to transport clients in Acute Care Services. The Sheriff's Department has a former squad car, a 2007 Chevrolet Impala, available that would cost a net \$2,500 through the capital outlay fund.

J. Core made motion to approve the capital outlay request in the amount of \$2,500 for the purchase of a used 2007 car from the Sheriff's Department as described; J. Schultz seconded. Carried.

2010 Human Services Budget Recommendations:

GENERAL ASSISTANCE--The State requires County Board approval of the General Assistance program and in setting General Assistance amounts. It is anticipated that \$4,500 in County funding is needed for 2010.

Motion made by R. Gundrum, seconded by S. Follett, to approve continuation of the General Assistance program into 2010 utilizing \$4,500 of County funding. Carried.

USER FEES--Staff recommends that billing rates for Acute Care/Crisis and Lifespan services remain the same for 2010 as in 2009. An increase from \$1,000 to \$1,100 is requested to conduct an assessment in the Family Court area for Custody/Visitation Studies. C. Puerling suggested allowing parents the option of making payments on time rather than having to pay the entire amount up front.

Motion made by P. Ustruck, seconded by C. Puerling, to accept the 2010 schedule of user fees as presented. Carried.

CAPITAL OUTLAY--A request of \$7,000 for a larger, four-wheel drive vehicle is made in order to provide safer transportation of clients and staff, particularly in the winter months. This amount is included as part of the 2010 base budget.

G. Young made motion to approve this 2010 capital outlay request as requested; J. Schultz seconded. Carried.

COMPETITIVE BIDS—Bids were received from Nova Services and Genesis Behavioral Services for the provision of Non-secure Inpatient Diversion services in 2010. The Behavioral Health Task Force reviewed the bids and recommended continuation of the contract with Nova Services for the following reasons: 1) Nova has been the service provider for the past four years; 2) Nova has a stable, long-term staff; 3) Nova's facility has a home-like environment; and 4) Nova's program emphasizes short-term community stabilization, i.e. evening/weekend medication pickup for non-residents, "drop-in" stabilization and telephone backup for Acute Care Services.

Motion made by S. Follett, seconded by D. Berchem, to accept the competitive bid from Nova Services to provide Non-secure Inpatient Diversion services in 2010. Carried.

DIVISION BUDGETS--Handouts regarding the proposed 2010 HSD budget were distributed and explained.

Following discussion, motion made by P. Ustruck, seconded by C. Puerling, to approve the 2010 HSD budget as presented requesting a \$233,270 increase, or 2.43%, in the 2010 County tax levy for HSD services and to present this as part of the budget process to the County Administrative Coordinator and Finance Committee. Motion carried, with D. Berchem opposed.

Prioritization Above Base 2009 Budget: Following explanation and discussion, R. Gundrum made motion, G. Young seconded, that the two items identified for prioritization be considered the same and that, if there are any reductions in funding recommended by the County Finance Committee, they be pro-rated using the above percentages of the total. Motion carried.

Goals and Accomplishments: A handout listing goals proposed for 2010 and 2009 accomplishments was distributed. Following discussion, P. Ustruck made motion, J. Core seconded, to approve the goals and accomplishments as presented and include them in the 2010 HSD budget request. Carried.

Closed Session pursuant to § 19.85 (1)(e), Wis. Stats., for purposes of conducting specified public business of a competitive nature, specifically the purchase of professional services and discussion of the terms of a contract therefor: Motion made by C. Puerling to enter into closed session; D. Berchem seconded. Motion carried unanimously on a roll call vote.

Return to Open Session to take action, as necessary, regarding the content of the Closed Session: R. Gundrum made motion, J. Core seconded, to return to open session. Motion carried on a roll call vote.

G. Young made motion, J. Schultz seconded, to authorize the HSD Director to enter into contract(s) for the purchase of professional services as discussed and within the parameters discussed in Closed Session. Motion carried.

Motion made by C. Puerling to adjourn, seconded by S. Follett. Carried. Meeting adjourned at 11:03 a.m.

Respectfully submitted,

Paul Ustruck, Board Secretary
Karen Alt, Recording Secretary

Copies of all non-privileged material pertinent to this meeting are available at HSD.