

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)  
BOARD OF DIRECTORS

February 20, 2014

Meeting called to order at 8:01 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: Les Borman, Michael Bassill, John Bulawa, Kristine Deiss, Dawn Eyre, Sarah Follett, Ralph Hensel, Jane Schultz, Paul Ustruck

GUEST PRESENT: Joshua Schoemann, County Manager

HSD STAFF PRESENT: Sadie Beacham, Stacy Burmeister, Eric Diamond, Mary Knoeck, Ruth Reines, Angela Schickert, Jim Strachota

Review of Minutes: D. Eyre made motion, J. Bulawa seconded, to approve the HSD Board minutes from the January 16, 2014, meeting as distributed. Motion carried, with M. Bassill abstaining due to absence from Jan. meeting.

Patient Assistance Program (PAP): S. Beacham defined what PAP provides and how it is facilitated here. Information was presented regarding: the application process; roles of staff and patients; history and growth of program since 2007; & the 2013 year end data report. Future unknown impact on patients and agency due to Affordable Care Act was discussed. Questions and answers followed.

Approval of YTC Remodel: R. Reines presented historic and current program elements of the Youth Treatment Center. Additionally, Ruth provided information about recommended facility modifications. Discussion and clarification followed regarding non-County funding to be used for the modifications (Phase I) and preliminary plans for (Phase II) of the project. Board members are invited to tour the facility. P. Ustruck made motion, S. Follett seconded, to authorize the development of RFP's for the initiation of the bid process of the outlined modifications to the YTC. Motion carried, with R. Hensel opposed.

Request a change per classification and compensation plan: J. Strachota explained how the HSD Deputy Director has been negatively financially impacted since the promotion to that position in July 2013, and how a recent change to the classification and compensation plan would address this. Discussion ensued. P. Ustruck made motion, seconded by K. Deiss, to support the HSD Director to advance item to Administrative Services Committee regarding promotion policy language. Motion carried, with R. Hensel opposed.

2013 Financial Closing:

SUMMARY--Although some figures could change, a \$194,762 deficit, which represents 0.95% of the total HSD budget, is projected. Primary reasons include triangle expenses for inpatient, Family Care clients, and children's out-of-home placements.

PROVIDER CONTRACT ADDENDA--Proposed 2013 Behavioral Health and Children & Families contract addenda were presented with review and discussion.

ACCOUNTS RECEIVABLE--A total of \$87,037 in accounts receivable for a variety of programs is expected; and all relate to the State and County contract.

NON-LAPSING ACCOUNTS—Explanation of \$78,270.54 to be non-lapsed was provided, including how memorial donations are utilized.

TRANSFER REQUEST--Following explanation of the anticipated transfers necessary, D. Eyre made motion, seconded by J. Bulawa, to approve all 2013 Financial Closing information, including funding transfers between HSD Divisions as presented and to approve a request for the transfer of \$194,762 from the County General Fund to cover the amount of the final HSD 2013 deficit, with the understanding that the amount could change based on the final closing. Motion carried.

The next meeting is scheduled for Thursday, March 20, 2014, starting at 8:00 a.m.

Motion made by M. Bassill, seconded by J. Bulawa, to adjourn. Carried. Meeting adjourned at 10:05 a.m.

Respectfully submitted,

Dawn Eyre, Board Secretary  
Stacy Burmeister, Recording Secretary

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