

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)
BOARD OF DIRECTORS

February 21, 2013

Meeting called to order at 8:00 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: Michael Bassill, Les Borman, John Bulawa, Kristine Deiss, Dawn Eyre, Sarah Follett, Ralph Hensel, Jane Schultz, Paul Ustruck

HSD STAFF PRESENT: Karen Alt, Debra DuFour, Sandy Hoefert, Mary Knoeck, Sandy Potter, Ruth Reines, Angela Schickert, Jim Strachota

Review of Minutes: D. Eyre made motion, R. Hensel seconded, to approve the HSD Board minutes from the January 17, 2013, meeting as distributed. Carried.

Addiction/Trauma Connection Training: A crisis grant, specifically for staff training, will provide funding for this one-day workshop on March 22 aimed at HSD and contract provider staff. Other interested parties, including HSD Board members, can register to attend at no cost to them. The cost of the session will not exceed \$4,800 and includes the speaker's honorarium and expenses plus ancillary expenditures.

Motion made by K. Deiss, D. Eyre seconded, to approve the Letter of Agreement to provide this training as described. Discussion followed. Motion carried.

Approval of Third Floor Remodel: Approval for the remodeling of space on the Third Floor into five offices for Economic Support workers was discussed last year with funding from the special audit fund. However, the work could not be completed until 2013 due to scheduling conflicts. A request for additional remodeling for a Family Interaction Room is included. The cost estimate is \$10,850 for the office space while the Family Interaction Room remodeling, including furnishings, is \$5,400 for a total of \$16,250 for the two projects.

Following discussion, motion made by S. Follett to approve the two-part Third Floor remodeling at a total cost not to exceed \$16,250; D. Eyre seconded. Motion carried, with M. Bassill, J. Bulawa and R. Hensel opposed.

Update on Community Care Resources: This agency, a contract provider that oversees licensing of individual treatment foster care homes, is being investigated for possible mismanagement of funds. Washington County HSD has three children placed in homes working with Community Care Resources (CCR). Those children are considered to be in safe environments and will remain in those homes. The homes could be overseen by another organization instead of CCR if and when the State completes its audit of CCR. CCR is appealing the audit and denies the allegation. Regardless, HSD is prepared to address the situation.

2012 Financial Closing:

SUMMARY--Although some figures could change, a \$464,507 deficit, or 4.74% over budget, is projected for HSD in 2012 due to inpatient, particularly of Family Care clients, and children's out-of-home placements being higher than anticipated.

PROVIDER CONTRACT ADDENDA--After a review and discussion of proposed 2012 Behavioral Health, Adult Family Home and Children and Families contract addenda, K. Deiss made motion to accept the contract addenda for all areas as presented; S. Follett seconded. Carried.

ACCOUNTS RECEIVABLE--A total of \$135,462 in accounts receivable for a variety of programs is expected; and all relate to the State and County contract. These figures have been reviewed by the County Finance Department.

Motion made by P. Ustruck to accept the total accounts receivables amount of \$135,462 as outlined; J. Schultz seconded. Carried.

NON-LAPSING ACCOUNTS--Following explanation, D. Eyre made motion to approve the request for non-lapsing accounts in the amount of \$100,594.64 as presented; J. Bulawa seconded. Carried.

TRANSFER REQUEST--Following explanation, J. Bulawa made motion, seconded by P. Ustruck, to approve funding transfers between HSD Divisions as presented and to approve a request for the transfer of \$464,507 from the County General Fund to cover the amount of the final HSD 2012 deficit, with the understanding that the amount could change based on the final closing. Motion carried.

Closed Session pursuant to §19.85(1)(c), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically: the Behavioral Health Manager position: Motion made by D. Eyre, P. Ustruck seconded, to enter into closed session. Motion carried unanimously on a roll call vote.

Return to Open Session: J. Bulawa made motion to return to open session; D. Eyre seconded. Per roll call vote, motion carried unanimously.

The next HSD Board meeting is scheduled for April 18, 2013, beginning at 8:30 a.m. (There is no meeting planned for March.)

Motion made by R. Hensel, seconded by S. Follett, to adjourn. Carried. Meeting adjourned at 10:25 a.m.

Respectfully submitted,

Dawn Eyre, Board Secretary
Karen Alt, Recording Secretary

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