

WASHINGTON COUNTY  
HUMAN SERVICES DEPARTMENT (HSD)  
BOARD OF DIRECTORS

August 21, 2012

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, Stacy Burmeister, Sandy Hoefert, Mary Knoeck, Sandy Potter, Ruth Reines, Angela Schickert, Jim Strachota, Kay Thuecks

Handouts of information requested at the previous meeting were distributed. The agenda was re-arranged to accommodate members' schedules.

Review of Minutes: Motion made by P. Ustruck, seconded by J. Schultz, to approve the HSD Board meeting minutes of August 9, 2012, as distributed. Carried.

Budget Projection for 2012: A deficit of \$715,000 is projected for 2012 due to increased use of inpatient services in the amount of \$330,000 and out-of-home placements of children in the amount of \$385,000 over budget.

Motion made by K. Deiss, J. Bulawa seconded, to approve the 2012 budget projection as presented. Carried.

Human Services Board 2013 Budget Recommendations:

DIRECTOR SUMMARY--This report represents the required target funding level of two percent less than the 2012 budget, which is a reduction of \$196,198.

After a review of the impact on each program area, P. Ustruck made motion, seconded by M. Bassill, to accept the 2013 budget at two percent less than the 2012 budget as presented and discussed, with consideration of decision items later in the meeting. Motion carried.

PRIORITIZATION OVER BASE--Following discussion of decision items presented, P. Ustruck made motion to approve for consideration decision item number 1 as the first priority in the amount of \$100,000 for Behavioral Health inpatient/emergency detention services. Motion carried, with M. Bassill opposed.

Motion made by S. Follett, P. Ustruck seconded, to approve for consideration decision item number 2 as presented as the second priority in the amount of \$96,198 for Children and Families out of home placement services. Motion carried, with M. Basill and J. Bulawa opposed.

J. Strachota requested that, if further in the budget process, the total of \$196,198 for these decision items is reduced, the difference be divided equally between the two areas.

(P. Ustruck excused at 9:00 a.m.)

Approval of 2013 Required Elements:

CAPITAL OUTLAY--The remodeling costs were removed from the prior handout and will be included as a 2012 expense paid through audit funding.

Motion made by D. Eyre, seconded by J. Schultz, to approve the 2013 capital outlay budget request as presented. Discussion followed on departmental vehicle usage and cost. Carried.

USER FEES--As discussed at a previous meeting, K. Deiss made motion, D. Eyre seconded, to approve the 2013 user fees as presented. Carried.

WHAT WE DO--Following an explanation of this sheet including the HSD Mission Statement, primary responsibilities, 2012 accomplishments and 2013 goals, motion made by J. Bulawa, seconded by R. Hensel, to approve this information inclusion in the 2013 budget request. Carried.

Next Steps with Behavioral Health Coordinator Position: The current BH Coordinator, Kay Thuecks, is retiring effective September 7. It was suggested that a primary screening process narrow the number of candidates prior to consideration by the HSD Board. Three to five candidates would be selected for second interviews to take place in a closed HSD Board session in September. It is hoped to have someone hired to begin in that position before the end of October.

Following discussion, motion made by D. Eyre, seconded by S. Follett, to have the whole Board involved in the second interviews at the next meeting. Carried.

(K. Deiss excused at 9:25 a.m.)

Future Agenda Items: Please contact HSD staff regarding recommendations for agenda items.

The next HSD Board meeting is set for Thursday, September 20, 2012, beginning at 8:00 a.m., with the general agenda items first and BH Coordinator candidate second interviews following.

Motion made by D. Eyre to adjourn; S. Follett seconded. Carried. Meeting adjourned at 9:33 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.