

WASHINGTON COUNTY HUMAN SERVICES DEPARTMENT (HSD)  
BOARD OF DIRECTORS

August 23, 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, Stacy Burmeister, Eric Diamond, Sandy Hoefert, 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 August 15, 2013, meeting as distributed. Carried.

Overview of Training and Travel: A significant number of HSD staff, particularly in the area of social work, have professional requirements that include continuing education and training. Many training opportunities are offered in centralized areas of Wisconsin, and staff carpool when feasible. Additionally, more inservices are available via teleconference formats. The figures indicated on the handout are expenses only, and several areas have off-setting revenues that are not shown. 2014 Training and Travel is based on continuing education requirements, past usage and conferences related to specific job functions.

Budget Projection for 2013: The Board was informed that the Human Services Department projects a deficit of \$505,000 for 2013. Two significant areas contributing to the deficit are emergency detention/inpatient days at \$485,000 over and out-of-home placements of children at \$150,000 over budget.

Following further discussion, P. Ustruck made motion, seconded by D. Eyre to accept the 2013 HSD budget projection as presented. Carried.

2014 Budget Approval:

COMPETITIVE BIDS--E. Diamond reported that competitive bids were received from two different providers for each of the following services: Mental Health Child/Adolescent Day Treatment (School Based) and Individual Placement and Support.

Following discussion, K. Deiss made motion to accept the bid for the provision of Mental Health Child/Adolescent Day Treatment (School Based) services from St. Aemilian-Lakeside, Inc., the current provider, as the other bid did not address program specifications for this service. S. Follett seconded. Motion carried.

Motion made by S. Follett, seconded by D. Eyre, to rebid the provision of Individual Placement and Support services based on unacceptable initial overbids due to insufficient HSD funding. Motion carried.

REQUIRED ELEMENTS--As reviewed at the previous HSD Board meeting, information on the changes to the HSD Divisions and staffing pattern, mission statement, 2013 accomplishments and 2014 goals will be included in the budget packet submitted to the County Administrative Coordinator and Finance Committee on August 31. After approval by the HSD Board, the following required elements needing HSD Board approval at this meeting will also be submitted in the budget packet for further processing.

K. Deiss made motion, P. Ustruck seconded, to approve the 2014 HSD User Fees as presented and discussed.

J. Bulawa made motion to amend the original motion to raise the Juvenile Supervision fee to \$75.00 per month. Discussion followed. M. Bassill seconded the amendment. M. Bassill, J. Bulawa and R. Hensel approved the amended motion, with L. Borman, K. Deiss, D. Eyre, S. Follett, J. Schultz and P. Ustruck opposed. Amended motion did not pass.

Approving the original motion were L. Borman, K. Deiss, D. Eyre, S. Follett, J. Schultz and P. Ustruck, with M. Bassill, J. Bulawa and R. Hensel opposed. Original motion carried.

A request was made for \$15,000 for two replacements vehicles, one for use in the Behavioral Health area and the other for the Children and Families area, for the safe transport of clients and staff as well as cost savings.

P. Ustruck made motion, D. Eyre seconded, to approve the capital outlay request as presented. Discussion ensued. Motion carried.

PRIORITIZATION OVER BASE--Each of the seven areas proposed for prioritization was explained. Discussion resulted in the following prioritizations, with the lowest number being the highest priority: 1) BH Four Bed Residential Treatment; 2) BH Institution for Mental Disease; 3) CF Out-of-Home Placements; 4) BH Peer Support; 5) CF Family Partnerships; 6) CF After School/Summer Programs; and 7) ES Moraine Park Lease Agreement.

K. Deiss made motion, S. Follett seconded, to accept the prioritization of the decision items as presented and discussed. Motion carried, with M. Bassill opposed.

Recommended HSD Approved County Levy: Motion made by P. Ustruck, seconded by D. Eyre, to approve the 2014 HSD budget in the amount of \$10,054,334 as presented. Motion carried, with M. Bassill, J. Bulawa and R. Hensel opposed. Motion carried. Discussion followed.

Public Hearing Announcement: The HSD Public Hearing is scheduled to take place on September 10 in Rooms 1113 A and B of the Public Agency Center. This is a great opportunity for the Board to hear from the community on how our services are meeting need.

The next HSD Board meeting is scheduled for Thursday, September 19, 2013, starting at 8:00 a.m.

J. Bulawa requested that information on heroin and prescription drug issues in Washington County be presented as a future meeting agenda item.

Motion made by J. Schultz, seconded by D. Eyre, to adjourn. Carried. Meeting adjourned at 10:00 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.*