

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT  
BOARD MEETING MINUTES  
November 14, 2011**

The regular meeting of the Crawford County Human Services Board was held on Monday, November 14, 2011, in the Crawford County Administration Building, Prairie du Chien, WI. The meeting was called to order at 10:00 a.m. by Chairperson Hartley.

Board Members Present: Ellen Brooks, Tom Cornford, Wade Dull, Mary Jane Faas, Kay Garvey, Joe Hartley, Elling Jones, Joyce Roth and Marjory Sheckler

Non-Board Members Present: Dan McWilliams, Director and Mary Glawe, Clerk III

Posting of Meeting Notice verified by: Joe Hartley

Motion by Elling Jones to approve the October 10, 2011, minutes as mailed. Second by Marjory Sheckler. Motion carried.

Motion by Tom Cornford to approve the bills and vouchers in the amount of \$7,791.49. Second by Mary Jane Faas. Motion carried.

### **DIRECTOR'S REPORT**

Dan updated everyone on items from last month's meeting –

1. The 17<sup>th</sup> Street group home was sold and that money was given to Human Services. He checked with Mark Peterson and the funds can be used in any of the Department units.
2. Finance Committee accepted the \$229,000 from our contingency fund for the General Fund.
3. Instead of the State cutting our W-2 funding for 2012, they gave us additional money for the remainder of the contract.
4. Fuel Assistance applications are only one week behind in processing and little overtime has been used. A temporary employee will not need to be hired at this time.

#### Income Maintenance Update

The State approved our consortia on 11/01/11. The contract is being worked on and has been changed from the original document. It appears each county will decide on their own how to handle fraud cases. We may join Columbia County to do fraud investigations. New computers have been ordered for the new workers.

#### Hiring Update

Four new employees have been hired for IM positions – Mendy Chesebro, starts 11/16/11; Laura Johll and Frankie Mezera start 11/21/11; and Allison McCullick, starts 11/28/11.

Stephanie Ronnfeldt from IM resigned on 11/11/11 and will be going to Richland County in a Supervisor position. That opening was posted on 11/11/11 and if no one signs the posting from the Union then the position will be offered to one of the remaining candidates interviewed by the Personnel Committee.

Third Quarter Financial Report

The Department is under budget after third quarter activities. We have been working hard to use only necessary out-of-home placements and divert people from emergency hospitalizations when appropriate. In addition, we did not fill 2.5 positions that were budgeted for this year. Things have been busier in October but hopefully this trend won't continue through the end of the year.

**NEXT MEETING**

Monday, December 12, 2011, at 10:30 a.m.

**ADJOURNMENT**

Motion by Joyce Roth to adjourn the meeting. Second by Wade Dull. Motion carried.

Respectfully submitted,

Joyce Roth, Secretary  
JR:DM:mpg