

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT  
BOARD MEETING MINUTES  
January 09, 2017**

The regular meeting of the Crawford County Human Services Board was held on Monday, January 09, 2017 at the Crawford County Administration Building, Prairie du Chien, Wisconsin. The meeting was called to order at 10:00 a.m. by Vice-Chair, Faas.

Board Members Present: Ellen Brooks, Mary Jane Faas, Elling Jones, Joyce Roth and Brad Steiner

Board Members Excused: Wade Dull and Mary Kuhn

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

Posting of Meeting Notice Verified by: Dan McWilliams

Motion by Roth, second by Jones to approve the December 12, 2016 minutes as mailed. Motion carried unanimously.

Motion by Faas, second by Steiner to approve the 2016 bills and vouchers in the amount of \$7,543.28. Motion carried unanimously.

Motion by Faas, second by Steiner to approve the 2017 bills and vouchers in the amount of \$4,438.03. Motion carried unanimously.

## **DIRECTOR'S REPORT**

### Hiring and Recruitment Update

- Social Worker IV position -- Mary Sprosty accepted this position and started on 01/03/17. She will begin training in crisis and will then work into therapy.
- Accounting Specialist position-- Kirby McCarthy (from our IM Unit) accepted this position and started on 01/04/17.
- Social Worker II position -- Jen Beers will transition into this position which will cover foster care, initial assessments, voluntary cases and child protective services. We have received 16 applications for Jen's present position as a Mental Health Social Worker. That position will do mental health case management and back up crisis.

### IM Position

Originally when the IM consortiums were formed a levy dollar amount needed to be maintained. A few years ago the Maintenance of Effort (MOE) was eliminated from the contract and now we just need to cover hours, not spend a certain amount of tax levy. When that occurred Dan had to consider downsizing the IM work staff the next time there was an opening. At this time our department will not rehire the IM position that is vacant.

### Changes Relating to Center Point Closing

- Dan received notice that Center Point Counseling was having fiscal difficulty and would be closing effective 12/31/16. Our outpatient clinic prescriber and CSP psychiatrist were both working for Center Point. We are drafting contracts for Christine Dressler PMHNP-BC, APNP and Katie Fassbinder, MD and hope to get them signed this week.
- Our CCS program, along with Vernon County, was also run through Center Point and we want to continue this valuable program to help keep people out of institutions or placements. Dan and Pam Eitland will be meeting with the surveyor later in the month. Mark Sandburg took over the majority of Mary Sprosty's cases. Vernon County has contracted with CCS staff directly temporarily as we search for a permanent solution.

### IT Expenses Coming

- We will be purchasing two new switches for Internet connection to offices at \$3400.00 each.
- A new router will be purchased at \$1000.00.
- Dan and our IT person will be developing an agency website this year.
- A computer equipment inventory has been taken and Dan will begin working on a 5-year replacement plan.

### **NEXT MEETING**

Monday, February 13, 2017 at 10:00 a.m.

### **ADJOURNMENT**

Motion by Jones, second by Brooks to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Joyce Roth, Secretary

JR:DM:mpg