The regular meeting of the Crawford County Human Services Board was held on Monday, May 11, 2020 via electronic videoconferencing/teleconferencing at the Crawford County Administration Building, Prairie du Chien, Wisconsin. The meeting was called to order at 10:00 a.m. by Vice-Chair, Kuhn.

Roll call showed board members Ellen Brooks, Wade Dull, Elling Jones, Mary Kuhn, Linda Munson (new board member), Joyce Roth and Brad Steiner present along with non-board members 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 April 13, 2020 minutes as mailed. Motion carried unanimously.

Chairman Dull joined the meeting at 10:05.

**DIRECTOR’S REPORT**

**Bills Paid on the Board Run**
Bills in the amount of $33,989.08 were shown to the board members and discussed. Motion by Steiner, second by Kuhn to approve the bills and vouchers. Motion carried unanimously.

**2019 Financial Final Review**
A handout showing the differences in budget vs. actual for 2019 was summed up as follows:

Mental Health Placements – savings based on less Trempealeau placements than predicted
Children’s Placements – overage due to longer placements than expected
Adult/AODA Placements – less placements than expected
Winnebago/Mendota Placements – less placements than expected
Payroll – health insurance for employees not budgeted, additional travel and training for new staff
Overhead – new server and additional recruitment
Indirect – different than expected because of error calculating by contract agency
Services – Contracted & Non-Contracted – had additional services by 2 providers to avoid out-of-home placements
Contract Funding – received additional block grant funding and IM funding
Medicaid Funding – billing went well
Third Party Revenue (Other Insurances/Companies) – came in as expected, variance due to Indirect costs above
Court Assessed Fees (IDP/Mediation) – IDP revenues were higher than budgeted
Client Fees – IDP revenues were higher than budgeted
WIMCR (Net 318 Act Adjustment) – cost adjustment for Medicaid services was lower than budgeted

Budget vs. Actual for 2019 Based on Key Indicators: While we finished the year losing about $15,000, we had projected a $30,000 loss when we budgeted. So we had a $16,052.63 positive variance.
Staffing Updates
- Maura Garrity will be retiring on 06/01/2020, after 26 years of service.
- Cassie Hubanks will fill the Juvenile Justice position vacated by Maura Garrity.
- Advertising has begun for the CST Social Worker position vacated by Cassie Hubanks.

Agency Updates
The agency continues to operate with about 60% of employees working remotely while continuing to meet the needs of their clients.

NEXT MEETING

Monday, June 08, 2020 at 10:00 a.m.

ADJOURNMENT

Motion by Steiner, second by Kuhn to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Joyce Roth, Secretary

JR:DM:mpg