

CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT
BOARD MEETING MINUTES
May 11, 2020

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