

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT  
BOARD MEETING MINUTES  
October 12, 2015**

The regular meeting of the Crawford County Human Services Board was held on Monday, October 12, 2015 in the Crawford County Administration Building, Prairie du Chien, WI. The meeting was called to order at 10:00 a.m. by Chairman, Dull.

Board Members Present: Donna Bell, Ellen Brooks, Tom Cornford, Wade Dull, Mary Jane Faas, 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: Wade Dull

Motion by Roth, second by Sheckler to approve the September 14, 2015 minutes as mailed. Motion carried unanimously.

Motion by Cornford, second by Faas to approve the bills and vouchers in the amount of \$23,403.35. Motion carried unanimously.

## **DIRECTOR'S REPORT**

### Review of Monthly Expenditures

Everyone received copies of ALL Department expenses from 8/31 to 9/23/15, not just the Board run. After reviewing and asking questions, it was decided to keep the approval of expenditures as is and if anything unexpected or significant comes up during the month, Dan will bring that to the committee.

### Hiring Updates – MH Supervisor and MH Tech

- Heather McLimans has been hired as our new Mental Health Supervisor. She will be starting on 11/02/15. She may also qualify as the Clinical Supervisor in our Community Support Program.
- Dan notified Lori Knapp Crawford, Inc. that we will be ending our contract with them for the Mental Health Technician as of 12/01/15. One part-time person will be hired through the County instead. Interviews will begin sometime after the first week of November.

### Staff Retirement – John Weyrough

John Weyrough gave notice that he will be retiring in January 2016. We began advertising for that Social Worker IV position right away with approval from Jerry Krachey.

### Budget Update

At our September meeting the Board approved the Department budget as written. Changes made with the insurance, dental and 1% employee raises were about \$35,000. We are now at “zero budget” and should stay at this amount from now on. The additional expenses were taken out of the placement budget leaving us little room for unplanned placements. If there are any further changes we will adjust our expenses.

**NEXT MEETING**

Monday, November 09, 2015 at 10:00 a.m.

**ADJOURNMENT**

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

Respectfully submitted,

Joyce Roth, Secretary  
JR:DM:mpg