

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

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

Board Members Present: Ellen Brooks, Wade Dull, Elling Jones, Mary Kuhn, Carl Orr, Joyce Roth and Brad Steiner

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

Posting of Meeting Notice Verified by: Wade Dull

Motion by Brooks, second by Jones to approve the September 11, 2017 minutes as mailed. Motion carried unanimously.

Motion by Steiner, second by Jones to approve the bills and vouchers in the amount of \$11,598.13. Motion carried unanimously.

DIRECTOR'S REPORT

Finance Committee Request Update

Last month Dan went to the Finance Committee and requested an additional \$30,000 in the budget to hire an additional social worker in the Youth and Family Unit. Finance said they will put it in the budget, but it will need to be passed by the full County Board in November yet.

Budget Update

The estimated expenses for 2018 were updated to \$4,079,988. The majority of the increase (\$67,000) was an indirect expense/revenue correction. The remainder of the increase included a 2% wage increase in January, and estimated payroll increases due to insurance changes.

As of today our budget is not balanced by \$29,000; however, we have several opportunities for DCF grant funding and a potential placement ending that will bring us closer to a zero budget.

Motion by Kuhn, second by Steiner to present this version of the budget to the Finance Committee.

October 2017 Key Indicators

This month's report shows expenses versus budget from January through August. Overall, as of 08/31/17, we show a positive number of \$155,000 with \$124,700 of this being payroll savings. This is the expense side. This number will be reduced as we examine each program line in the budget and complete the analysis of revenue.

Agency Updates

Dan will attend the next Personnel meeting to present a job description for Lisa Cummer and a new Child Welfare worker position. Personnel Committee members have gotten a request for a wage increase that may be addressed at the next Personnel meeting.

NEXT MEETING

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

ADJOURNMENT

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

Respectfully submitted,

Joyce Roth, Secretary

JR:DM:mpg