

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT
BOARD MEETING MINUTES
September 12, 2016**

The regular meeting of the Crawford County Human Services Board was held on Monday, September 12, 2016 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, Mary Jane Faas, Elling Jones and Brad Steiner

Board Members Excused: Mary Kuhn and Joyce Roth

Non-Board Members Present: Dan McWilliams, Director, and Carol Wolcott, Clerk III

Posting of Meeting Notice Verified by: Wade Dull

Motion by Jones, second by Steiner to approve the August 15, 2016 minutes as mailed. Motion carried unanimously.

Motion by Faas, second by Steiner to approve bills and vouchers in the amount of \$13,606.72. Motion carried unanimously.

DIRECTOR'S REPORT

2017 Budget

All members received copies of graphs comparing years 2014 to 2017 entitled Budget Expenses, Payroll Expenses by Year, HSD Fund Balance, Placement Percentage as well as spreadsheets for Budgeted Statement of Income and Expense by Funding Source for 2017, Overhead for 2017, 2017 Budget Payroll Allocations and 2017 Budgeted Contracts.

The **Budgeted Statement of Income and Expenses** by Funding Source was discussed for 2017. The 2017 budget for Human Services will be presented to Finance at \$4,210,018.27.

Matching and Mandatory Spending – includes \$677,130.80 required to draw down other state and federal funding and pay for Family Care contribution and Subsidized Guardianship; \$2,542,064.42 is received in state and federal funding; \$1,075,000.00 in local tax levy.

DHS Funded Services (Mental Health and Alcohol and Drug Services, Coordinated Services Teams, Adult Protection, Long Term Care and Birth to Three) - issues are placements and all daily rates are increasing.

Discussion of the need for an additional Mental Health worker (therapist) to allow for the Mental Health Supervisor to do more supervision and less direct care. The supervisor was hired with the intent to do a maximum of 12 hours counseling a week and the need for counseling has this person doing much more than the 12 hours in counseling and crisis services. We now have a waiting list to see therapists and the need in the community is very high; the need to facilitate community based treatment is a must in our rural community. It was pointed out that a Clerical position retired last year and this position was not filled. The new Mental Health worker is listed on the 2017 Payroll allocations spreadsheet.

DCF Funded Services (Safe and Stable Families, Kinship Care, Foster Care, Treatment Foster Care, Residential, Child Welfare, Child Protection, Child Care, In-Home Treatment and Monitoring Services) –placements are the biggest cost so we need to continue to work with preventative programs.

DOA and GWAAR (Energy programs for low income and funding for Elder Abuse and Neglect) – these two pots of money are very similar to previous years.

IM Consortia (Medicaid and FoodShare) One worker left in 2016 and this position was not rehired and work was distributed to other workers. More work is being pushed to the Call Center.

Discussion of the overhead expenses and estimates for ECHO customizations; addition of more programs into ECHO and modifying and technical support, as well as purchases of hardware. Payroll allocations were discussed as well as the impact of possible retirements in CCHSD.

Motion by Brooks to approve and present the HSD budget to County Board including the hiring of a Mental Health Worker, second by Steiner. Motion carried unanimously.

McWilliams will address Personnel requesting an additional Mental Health Worker to be hired in HSD.

TELEHEATH UPDATE

Certification for Telehealth will be on Friday, September 16th.

NEXT MEETING

Monday, October 10, 2016 at 10:00 a.m.

ADJOURNMENT

Motion by Faas, second by Steiner to adjourn the meeting 11:10 a.m. Motion carried unanimously.

Respectfully submitted,

Carol Wolcott, Clerk III

DM:cjw