

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT**  
**BOARD MEETING MINUTES**  
**August 5, 2019**

The regular meeting of the Crawford County Human Services Board was held on Monday, August 5, 2019 at the Crawford County Administration Building, Prairie du Chien, Wisconsin. The meeting was called to order at 10:00 a.m. by Chairman, Dull.

Roll call showed board members Ellen Brooks, Wade Dull, Elling Jones, Mary Kuhn, Carl Orr, 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: Wade Dull

Motion by Steiner, second by Kuhn to approve the July 08, 2019 minutes as mailed. Motion carried unanimously.

Motion by Steiner, second by Jones to approve the bills & vouchers in the amount of \$7,245.23. Motion carried unanimously.

## **DIRECTOR'S REPORT**

### Key Fiscal Indicators

January through June 2019 -- Mental Health Placements are under due to no placements At Trempealeau, Children's Placements are over and will continue to be over due to a continued placement, Adult/AODA Placements are under what was predicted, Winnebago/Mendota is under with fewer placements than usual. Payroll looks good with overtime being okay, Overhead is over mostly due to a new server and IT matters, and Services Contracted and Non-Contracted are about where predicted. Revenue will catch up as we go through the year. Overall the budget is about where we predicted with a couple areas of concern.

### Crisis Program Data

Discussion on the 2013-2016 Crisis Calls vs. 2017-2019 Crisis Episodes. We are on pace this year for 284 calls and 142 unique episodes. We are unsure why the trend is dropping from the 2018 numbers with 393 calls and 226 unique episodes. Outcomes are showing Emergency Detentions down, Children's Emergency Detentions down and AODA down.

### Intake Discussion

Intake is a function we provide to collect information for new referrals in CPS/APS/Other during all work days by phone calls and walk-ins and answering people's questions. We spend a significant amount of time on CPS intakes when workers could be more productive in their job and the supervisor could be spending more time working with staff.

Discussed pros, cons and costs of our current process, having a dedicated intake position or joining a Child Abuse and Neglect (CAN) consortium to centralize and screen CPS intakes. A current consortium includes Chippewa, Monroe, Pepin, and Taylor counties. APS and other intake information would still be a function of the agency but averaging 4 hours per week. Dan will continue to explore the options and come back in September with a recommendation.

**NEXT MEETING**

Monday, September 09, 2019 at 10:00 a.m.

**ADJOURNMENT**

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

Respectfully submitted,

Joyce Roth, Secretary

JR:DM:mpg