

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT
BOARD MEETING MINUTES
April 10, 2017**

The regular meeting of the Crawford County Human Services Board was held on Monday, April 10, 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 & Joyce Roth

Board Member Absent: Brad Steiner, excused

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 Brooks to approve the March 13, 2017 minutes as mailed. Motion carried unanimously.

Motion by Dull, second by Jones to approve the bills and vouchers in the amount of \$12,082.66. Motion carried unanimously.

DIRECTOR'S REPORT

Appointment of New Vice Chair

The appointment of a new Vice Chair was necessary due to the resignation of Mary Jane Faas. Mary Kuhn volunteered. Motion by Roth, second by Jones to approve Mary Kuhn as Vice Chair for the Crawford County Human Services Board. Motion carried.

Annual Report

The 2016 Annual Report was distributed and reviewed. Agency Program changes included Family Support being replaced with the Children's Community Options Program (CCOP), the Community Options Program (COP) being replaced with Community Mental Health (the old COP funding) and Independent Living now being run by Workforce Connections. Unduplicated client count was down by 130 clients mainly due to not having a consistent provider for AODA, and the way cases were registered in the Children and Families Unit. This number doesn't take into account clients receiving more than one service which has increased in Mental Health. The target group with the highest expenses is again mental health. The unaudited loss for 2016 is \$222,030 and this number could still drop slightly. Economic Support continues to see a decrease in cases but an increase in recipients. Motion by Kuhn to approve the Crawford County Human Services Department 2016 Annual Report as presented, second by Brooks. Motion carried.

Social Worker II Hiring Update

Jim McGrath will be filling the APS position opening and we are now recruiting for a CST worker. There is an ad on our website and the Job Center right now and an ad will start in the paper this week. We will recruit for three weeks and plan to go to Personnel on May 31st.

Approval of Agency Cell Phone Use Policy

The agency Cell Phone Use Policy was looked over by Attorney Ed Corcoran. He made a couple of changes which Dan read to the Board. Motion by Jones to approve the Cell Phone Use Policy for the Crawford County Human Services Department. Second by Kuhn. Motion carried.

NEXT MEETING

Monday, May 08, 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