

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT  
BOARD MEETING MINUTES  
December 10, 2018**

The regular meeting of the Crawford County Human Services Board was held on Monday, December 10, 2018 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, Mary Kuhn, Carl Orr, Joyce Roth and Brad Steiner present along with non-board members Dan McWilliams, Director and Mary Glawe, Clerk III present. Excused: Elling Jones

Posting of Meeting Notice verified by: Wade Dull

Motion by Roth, second by Brooks to approve the November 12, 2018 minutes as mailed. Motion carried unanimously.

Motion by Steiner, second by Dull to approve the bills & vouchers in the amount of \$176,032.21. Motion carried unanimously.

### **DIRECTOR'S REPORT**

#### Key Fiscal Indicators 2018

This month our projected expenses through the end of 2018 show Placements with a loss of \$3,272; Payroll with a loss of \$6,482 due mostly to overtime; Overhead with a loss of \$12,654 due to new recruitment and a new server; Services Contracted and Non-Contracted show a gain of \$206,255 due to services not being used through the end of the year. This makes the projected budget for expenses showing a gain of \$183,845.

Revenue is currently showing a loss of \$66,303 due to Medicaid and Third Party invoicing being behind and therefore not projected. We have also not yet received our 2017 WIMCR dollars. We are showing a positive variance of \$117,542 with the net income for 2018 projected at \$88,000. There are still two months of expenses to account for but this positive projected variance is a positive sign.

#### Discussion of Fees and the Updating of DHS 1

DHS 1 is the Administrative Rule for the Department of Human Services that decides what services counties shall collect fees on. The State has been working on changing services in this rule for the past two years and these changes will probably come out at the beginning of 2019. The rule creates a sliding fee scale that does not overly burden people who are receiving services. We currently collect for outpatient therapy/prescribing services, out-of-home placements, and non-secure placements. The new rule could allow or require us to charge for many more services. We are waiting to see if some services are exempt from sliding fees and if we are required to charge for them. There are other proposed changes that could put more of a burden on clients for the services they receive.

### Recruitment of Health & Human Services Department Positions

- Public Health Educator – we are currently recruiting for this position with 10 days left in the advertisement. We currently have qualified applicants and hope to go to Personnel on January 09, 2019 with final candidates.
- Substance Abuse Counselor – this part-time position is currently in the paper for two weeks and will end on 12/20/19. We also hope to go to Personnel on 01/09/19 for this position.

### Agency Updates

- Peter Daniels – was hired last month as part of a joint grant between Vernon and Crawford as the Children’s Justice Support Coordinator (CJSC) to expand services through the children’s units.
- Child Welfare Resolution – we requested additional funding in the 2019-21 state biennial budget and the state legislature has marked this as one of their three top tasks. Dan will be talking to State Senator, Jennifer Schilling, further about this.
- Mission Statement – we are starting the process to make a new Mission Statement for Health and Human Services that brings us together. Once one is developed it will be brought to the boards.

### **NEXT MEETING**

Monday, January 14, 2019 at 10:00 a.m.

### **ADJOURNMENT**

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

Respectfully submitted,

Joyce Roth, Secretary

JR:DM:mpg