

FINANCE COMMITTEE MINUTES

EMBS Meeting Room C128, Courthouse, Baraboo WI

Tuesday, February 12, 2013

Members present: Tommy Lee Bychinski, Joan Fordham, Jason Lane, Andrea Lombard and William F. Wenzel
Others present: Kerry Beghin, Cindy Bodendein, Elizabeth Geoghegan, Kim Gochanour, Lynn Horkan, Tom Kriegl, Tom Litscher, Steve Muchow, Kathy Schauf, and Cathy Warwick

The meeting was called to order by Chairperson Bychinski at 8:30 AM. Certification of open meeting compliance was given. **Motion by Lombard, second by Fordham to approve the agenda with agenda. Motion carried.**
Motion by Lane, second by Wenzel to approve the minutes of January 8 and 15, 2013. Motion carried.

Public Comment: None

Communications: None

Consider approval of travel in excess of 300 miles for ADRC staff to attend the National Alliance of Information and Referral Systems (AIRS) Affiliate Council Meeting and Conference in Portland, Oregon in June, 2013.

Litscher noted the conference is an opportunity to keep current in areas of staff management and services. Cost will not exceed \$1500, partially funded by ADRC region with remaining in the ADRC budget. **Motion by Lane, second by Lombard to approve travel in excess of 300 miles for ADRC staff to attend the National Alliance of Information and Referral Systems (AIRS) Affiliate Council Meeting and Conference in Portland, Oregon in June, 2013, costs not to exceed \$1,500. Motion carried.**

Update on possible 2013 budget overrun for Health Care Center (HCC).

Gochanour noted in January 2013, the HCC had an 18-day quarantine where no admissions were allowed. This reduced the census 10 beds. As a result, approximately \$93,000 revenues were lost. Currently the HCC is back to full census. During quarantine they adjusted staffing and worked on other projects to make best use of time and staff. HCC will do their best to absorb revenue loss depending on funding mix and how year progresses. Any budget overrun would come from HCC fund balance not General Fund. Bychinski noted a written report from HCC was received by the Finance Committee.

Presentation of quarterly accounts receivable reports as of December 31, 2012.

Gochanour commented on HCC challenges concerning funding sources and work to keep receivables low.

Mid-term Assessment – generation of strategic issues.

Schauf noted purpose of Mid-term Assessment is to introduce concepts and discuss strategic issues. Strategic issues will vary by committee. The Committee discussed being flexible and adaptable in reacting to issues without losing the integrity of systems.

Consideration of resolution Amending the 2012 Budget to Appropriate \$90,259 Pursuant to an Intergovernmental Agreement Between Sauk County, Wisconsin and the Ho-Chunk Nation.

Options for allocation were discussed. Muchow commented on highway funding and county road maintenance. Bodendein and Warwick commented on uses in Public Health areas. **Motion by Lane, second by Wenzel to Amend the 2012 Budget to Appropriate \$90,259 Pursuant to an Intergovernmental Agreement Between Sauk County, Wisconsin and the Ho-Chunk Nation as appropriated in 2012. Motion by Lane to amend his previous motion, second by Fordham, to appropriate funding: \$20,000 Highway; \$45,259 Human Services; \$15,000 Public Health; \$10,000 Badger Oversight Management Commission. Motion carried, as amended.**

Discussion of 2013 budget and process review, timeline, and priorities.

Budget survey contains a lot of comments and will take some time to go through. Imminent discussion points are the budget priorities that give committees direction as to how to move forward. The Committee discussed the need to take seriously the priorities and have committees understand the need to maximize the effectiveness versus costs of services provided. The State budget is still in early stages. Understanding county costs, revenues and the levy cap were discussed.

Presentation of County financial reports.

County financial information was reviewed and discussed. Sales tax, key lines and contingency fund was noted. Anticipate sales tax will be greater than budget when December payment is received. Reviewed 2012 anticipated results. County Board is over budget due to meetings/mileage. Noted EDA closing documents have been submitted to Federal government.

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Treasurer's Department Update.

Geoghegan highlighted departmental activities. Collection percent for taxes to date is relatively consistent with prior year. No bids for tax deed properties so now they are offered for sale. **Motion by Wenzel, second by Fordham to approve payment of Treasurer's Department invoices in the amount of \$169,199.45. Motion carried.**

Accounting Department Update.

Beghin highlighted departmental activities. **Motion by Fordham, second by Lane to approve payment of Accounting Department invoices in the amount of \$1,132,928.33 and County invoices in the amount of \$4,043,281.34. Motion carried.**

The next regular Finance Committee meeting is set for March 12, 2013.

Motion by Lombard, second by Lane to adjourn the meeting. Motion carried.

Respectfully submitted,

Joan Fordham
Finance Committee Secretary