

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: June 8, 2020, 5 p.m., County Board Room 326A, West Square Building, Baraboo, WI
Due to the COVID-19 health emergency, this meeting was conducted in person, virtually or by phone.

Members Present: Patricia Rego, Valerie McAuliffe, Delmar Scanlon, Joel Chrisler, James Bowers, Kristin White Eagle, Jennifer Watts, Michelle Bushweiler, Cliff Thompson

Members Excused:

Members Absent:

Others Present: Brattset, Box, Lori Dee, Dave Bretl

Chair, Patricia Rego called the meeting to order and certified compliance with the Open Meeting Law.

Motion by Valerie McAuliffe, seconded by Joel Crisler, to adopt agenda. Motion carried.

Michelle Bushweiler arrived at 5:01 p.m.

Motion by Delmar Scanlon, seconded by Valerie McAuliffe, to approve the minutes for the previous Human Services Board meeting held on May 11, 2020. Motion carried.

Public Comment:

None

Communications/Director's Report:

- a. Board Materials: Distributed electronically.

Business Items:

- a. Review and Approve Monthly Vouchers: Distributed electronically. Stephanie Box reviewed the Monthly Voucher Report. Motion by Valerie McAuliffe, seconded by Joel Crisler, to approve monthly vouchers for \$1,814,433.68. Motion carried.
- b. Accounts Receivable Report: Stephanie Box distributed and reviewed the Accounts Receivable Report for April 2020.

Cliff Thompson joined by phone at 5:09 p.m.

Stephanie reported an agency decision was made to not send anyone to collections or mail out billing statements in April due to possibility of consumers dealing with the loss of a job due to COVID. This has now resumed.

- c. Approve Collection Requests: Motion by James Bowers seconded by Valerie McAuliffe to approve sending 22 accounts to Credit Management Control for \$9,395.14. Motion carried.
- d. Monthly Reports: Distributed electronically. Stephanie Box discussed the April 2020 Volatile line report.
- e. Year End Report: Stephanie Box reviewed the Year-End report. Discussed favorable and unfavorable items that affect the overall budget.
- f. Consideration for Approval to Transfer Human Services Fund Balance to the General Fund: Stephanie Box indicated previous Human Services Boards set aside \$1.6 million, currently allocated to Human Services. It was not recommended to add to the set aside fund this year. The fund balance per

financial policy can be used for specific costs such as overages but cannot be used for funding any specific program. Motion by Valerie McAuliffe, seconded by Delmar Scanlon to approve Transferring Human Services Fund Balance of \$947,916.10 to the General Fund. Motion carried.

Department Updates:

- a. Administrative Coordinator/County Administrator Discussion: Dave Bretl, Interim Administrative Coordinator, introduced himself and handed out a document that Executive and Legislative Committee directed him to draft to abolish Administrative Coordinator and create a County Administrator position. Dave indicated by law Wisconsin counties have to be organized by either a County Executive (elected by voters), County Administrator (appointed by County Board of Supervisors), or Administrative Coordinator. Dave described how a County Administrator position would affect the Human Services Director and Human Services Board. Dave reviewed Statute language and the differences between Administrative Coordinator and County Administrator.

Cliff Thompson left at 6:15 p.m.

- b. Update on COVID-19 Related Issues/Questions: Dan Brattset discussed some services were changed due to COVID-19. The County building opened two weeks ago and not much has changed. We are getting some walk-ins. Employees are blending working in the office and remotely at home; when virus settles down, a decision will be made on what blend to continue with. Many consumers like using the virtual tools for services.
- c. Human Services Materials – Brief Review of Programs/Services: Dan Brattset described the Human Services units and programs from the handout provided at the last meeting.

Next Meeting:

Discussed changing the meeting time for July. The next meeting of the Sauk County Human Services Board will be July 13, 2020, at 2 p.m. in the County Board Room 326A.

Public Comment

None.

Motion by Michelle Bushweiler, seconded by James Bowers to adjourn at 6:41 p.m. Motion carried.