

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: November 14, 2022, 4:00 p.m., County Board Room 326A, West Square Building, Baraboo, WI

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

PRESENT: Patricia Rego, Jake Roxen, Cliff Thompson, Joan Fordham, James Bowers, Joel Chrisler, Delmar Scanlon; EXCUSED: None; ABSENT: None.

Others Present: Jessica Mijal, Stephanie Box, Nicole Rachuj

Motion by Cliff Thompson, seconded by Delmar Scanlon to adopt agenda. Motion carried.

Motion by Joan Fordham, seconded by James Bowers to approve the minutes for the previous Human Services Board Meeting held on October 10, 2022. Motion carried.

Public Comment: None

Communications/Director's Report:

- a. **Board Materials:** Distributed electronically. Jessica Mijal gave some brief departmental updates.
 - Jeana Neumaier, Economic Support (ES) Supervisor, will attend the December Human Services Board Meeting as the guest speaker.
 - The Comp and Class study resumed now that the Personnel Director position was filled just a few weeks ago. On Friday, November 18, 2022, Jessica, and the management team will be meeting with the consulting firm. More details will be given at the next meeting.
 - Stephanie and Jessica continue to work closely with Amanda Hanson, Justice Diversion and Support (JDS), to transition their team to Department of Human Services (DHS) effective January 1, 2023. Thus far they have been learning the different processes they have. Stephanie Box has been learning about the many different grants they have and how they work.
 - A Sauk County Safety Committee consisting of all department heads has been formed. It was decided each department would convene a group to look at safety issues specific to their specific department. Friday, November 11, 2022, the first DHS Safety Committee met which consists of 9-10 combined staff members from the Baraboo and Reedsburg offices. The committee had a great initial discussion and will meet every other month.

Business Items:

- a. **Discussion and Action to Approve Monthly Vouchers:** Distributed electronically. Stephanie Box reviewed the Monthly Voucher Report. Motion by Cliff Thompson, seconded by Jake Roxen, to approve monthly vouchers in the amount of \$2,699,126.36. Motion carried.
- b. **Accounts Receivable Report:** Distributed electronically. Stephanie Box reviewed the Accounts Receivable Report for September 2022. Medicaid Compressive Community Services (CCS) is 83.5% of our receivables. Year-to-date sent to collections: Credit Management, 67 accounts for \$28,178.68; State Debt Collections, 98 accounts for \$161,882.36. Revenue received: \$9,800.47 from Credit Management, \$8,047.43 from State Debt Collections, and \$41,200.76 from TRIP.

4:07 p.m. Valerie McAuliffe arrived.

- c. **Discussion and Action to Approve Collection Requests:** Motion by Delmar Scanlon, seconded by James Bowers, to approve sending 10 accounts for \$2,407.50 to Credit Management Control and 10 accounts for \$9,885.97 State Debt Collections. Motion carried.
- d. **Monthly Reports:** Distributed electronically. Stephanie Box discussed the September 2022 Volatile Line report. Stephanie reported DHS will be unfavorable in the volatile line reports. There will be a decrease in the year-end estimate for institutions where other areas will increase. The financial policy for those who will be unfavorable overall, the department must present to the Finance Committee. Jessica has requested to be added to their December 5, 2022, agenda. More details to come. Discussion occurred.

- e. Discussion and Action to Approve 2023 State County Child Care Contract: Stephanie Box discussed the State Child Care Contract. Motion by Joan Fordham, seconded by Joel Chrisler, to approve the 2023 State County Child Care Contract in the amount of \$94,828. Motion carried.
- f. Discussion and Action to Approve 2023 State and County Grant Award Contract Covering Social Services and Community Programs: Stephanie Box advised this is a contract with DHS and consists of Adult Protective Services, Alzheimer's, basic county allocation, Children's COP, B-3 allocation from the State, mental health block grant, AODA block grant, CST grant, community health grant. Motion by Valerie McAuliffe, seconded by Delmar Scanlon, to approve the 2023 State County Grant Award Contract Covering Social Services and Community Programs in the amount of \$2,299,953. Motion carried.

Next Meeting: The next meeting of the Sauk County Human Services Board will be December 12, 2022, at 4 p.m. in County Board Room 326A.

Motion by James Bowers, seconded by Valerie McAuliffe, to adjourn at 4:25 p.m. Motion carried.

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