

MINUTES  
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: January 9, 2023, 4 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 at 4:02 p.m.

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

Others Present: Jessica Mijal, Stephanie Box, Nicole Rachuj

Motion by Valerie McAuliffe, seconded by James Bowers, to adopt agenda. Motion carried.

Motion by James Bowers, seconded by Valerie McAuliffe, to approve the minutes for the previous Human Services Board Meeting held on December 12, 2022. Motion carried.

**Public Comment:** None

**Communications/Director's Report:**

- a. **Board Materials:** Distributed electronically. Jessica Mijal discussed a few upcoming activities. Every department across the county has been asked to update their continuity of operations plan. This plan would go into effect if there was a catastrophic event that would take the Department of Human Services (DHS) outside of business as usual. Shout out to Child Protective Services' (CPS) final numbers for 2022 regarding their case contact. Case contact is tracked in the CPS system at the state level. Sauk County was at 99.62% for 2022 which is phenomenal! Caseloads are high; they work very hard to maintain these very high levels of cases. There have been some challenges in terms of foster care recruitment and licensing; some lack of transparency in how funds were being spent with that contract. Changes are moving forward, and a new contract is in place to begin on February 1, 2023. Currently in the process of updating the annual telecommute agreement. Management is discussing with their staff who telecommute how it is going. Jessica's assessment of telecommuting has been a huge benefit for DHS staff as part of their roll. It has alleviated some issues with space in the building and provided some balance with other staff and flexibility how work gets done. Jessica brought awareness of the DHS newsletter, "You Don't Say!" The newsletter is a mix of business and fun with highlighting good accomplishments across the department, the leadership members, etc. Board members expressed an interest in receiving the newsletter via paper format in their mailbox. The Community Support Program (CSP) Manager position remains vacant. An interview was completed in December; however, the applicant pulled out prior to the second interview. The position has been open since early August.

Delmar Scanlon arrived at 4:06 p.m.

**Business Items:**

- a. **Discussion and Action to Approve Monthly Vouchers:** Distributed electronically. Stephanie Box reviewed the Monthly Voucher Report. Motion by Valerie McAuliffe, seconded by Jake Roxen, to approve monthly vouchers in the amount of \$2,289,464.04. Motion carried.
- b. **Accounts Receivable Report:** Distributed electronically. Stephanie Box reviewed the Accounts Receivable Report for November 2022. Medicaid Compressive Community Services (CCS) is 82.2% of our receivables. Sent to collections in November: Credit Management, 10 Accounts for \$2,407.50; State Debt Collections, 10 Accounts for \$9,885.97. Revenue received: \$11,483.94 from Credit Management, \$10,740.05 from State Debt Collections, and \$41,200.76 from TRIP.
- c. **Discussion and Action to Approve Collection Requests:** Motion by Cliff Thompson, seconded by Delmar Scanlon, to approve sending 1 account for \$14.00 to Credit Management Control and 3 accounts for \$976.00 to State Debt Collections. Motion carried.

- d. Monthly Reports: Distributed electronically. Stephanie Box discussed the November 2022 Volatile Line report.

**Next Meeting:** The next meeting of the Sauk County Human Services Board will be February 13, 2023, at 4 p.m. in County Board Room 326A.

Motion by Jake Roxen, seconded by Valerie McAuliffe, to adjourn at 4:17 p.m. Motion carried.  
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