

MINUTES
SAUK COUNTY BOARD OF HUMAN SERVICES

Meeting: May 8, 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 p.m.

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

Others Present: Jessica Mijal, Stephanie Box, Lori Dee, Jill Ellinwood

Motion by Valerie McAuliffe, seconded by Joan Fordham, to adopt agenda. Motion carried.

Motion by Valerie McAuliffe, seconded by Joel Chrisler, to approve the minutes for the previous Human Services Board meeting held on April 10, 2023. Motion carried.

Public Comment:

None

Tour Child Protective Services Interview Room 473 (Fourth Floor):

Jessica Mijal escorted the Human Services Board members to the fourth floor of the West Square Building to tour the Child Protective Services Interview room. Jenna Greenwood and Lori Follendorf explained the use of the room and answered questions.

Communications/Director's Report:

- a. Board Materials: Distributed electronically. Jessica Mijal discussed Human Services Day at the Capitol had one of their largest groups attend. Jessica, DHS staff, and one board member attended. Jessica indicated the conversations were good and was able to meet with other directors. Jessica finishing attending trainings over the last three weeks. Jessica gave a staff update: Community Support Manager continues to be unfilled; retirements: two in Economic Support, one in Adult Protective Services, and one in the Business and Administrative Services unit. Continuing to work on filling the vacancies. Jessica discussed some major changes with crisis billing codes, documentation requirements. Jessica indicated the public health emergency ends on May 11, 2023. Jessica updated that Brent Miller and Anna Cooke met with McGrath consulting group to review the comp and class study and that she will meet with McGrath in May.

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 James Bowers, to approve monthly vouchers for \$3,185,984.99. Motion carried.
- b. Accounts Receivable Report: Distributed electronically. Stephanie Box reviewed the Accounts Receivable Report for March 2023. Revenues received to date from: Credit Management \$1,247.07; State Debt Collections \$7,122.89, and TRIP \$13,585.99.
- c. Discussion and Action to Approve Collection Requests: Motion by James Bowers, seconded by Joan Fordham, to approve collection requests, sending 13 accounts for \$46,152.00 to Credit Management Control and 7 accounts for \$5,591.50 to State Debt Collections. Motion carried.
- d. Monthly Reports: Distributed electronically. Stephanie Box reviewed the March Volatile Line report.
- e. Discussion and Action to Approve Reclassification of Integrated Services Program (ISP) Social Worker Position to Psychotherapist Position: Jill Ellinwood discussed consumers are being served at a high level. Reclassifying to a psychotherapist position allows for care coordination, a mental health provider to be on the team, and program development with groups. Discussed how the position is funded. Jessica Mijal indicated the request will also go to Personnel and Finance committees. Motion by Valerie McAuliffe,

seconded by James Bowers, to approve reclassification of Integrated Services Program (ISP) Social Worker position to Psychotherapist position. Motion carried.

- f. Discussion and Action to Approve Resolution to Commend Cheryl Emery for Over 17 Years of Service to the People of Sauk County: Jessica Mijal indicated Cheryl worked for the last 12 years in the Economic Support position working with elderly, blind, and disabled folks. Motion by James Bowers, seconded by Joan Fordham, to approve resolution to commend Cheryl Emery for over 17 years of service to the people of Sauk County. Motion carried.

Next Meeting:

The next meeting of the Sauk County Human Services Board will be June 12, 2023, at 4 p.m. in the County Board Room 326A.

Motion by James Bowers, seconded by Valerie McAuliffe, to adjourn at 4:47 p.m. Motion carried.