



*Board Meeting Minutes
September 22, 2021*

Board members present: Rita Buchholz, Bill Eaton, Nancy Fisker, Lee Gill, Kriss Marion, Scott Pedley

LCHS staff present: Shane Schuhmacher, Margaret Sutter, Amy Thomas, Robert Schroeder

Others present: Mary Mezera, ADRC Regional Supervisor

1. **CALL TO ORDER**

- a. The meeting was called to order by Scott Pedley at 5:00 p.m. The meeting was properly posted at the Courthouse, Municipal Building, Memorial Hospital, Lafayette County Manor, Health Department, Highway Department, Extension Office, Land Conservation Office, Lafayette County Human Services and posted on the Lafayette County Website.
- b. Motion by Nancy Fisker, second by Lee Gill to approve the agenda as posted; carried.
- c. Motion by Nancy Fisker, second by Rita Buchholz to approve the minutes of the August 24, 2021 meeting as printed; carried.

2. **PUBLIC COMMENTS**

- a. No public comments were submitted.

3. **FISCAL REPORT**

- a. YTD, Total Human Services is under budget for expenditures \$297,114 and under budget for revenue \$605,617. Levy usage through July 31, 2021 (\$1,393,569).

YTD, total Human Services 2021 expenditures are \$109,705 less than 2020 expenditures for the same time period. YTD, total Human Services 2021 revenue is \$353,137 less than 2020 revenue for the same time period.

- b. YTD, Support & Unallocated is under budget for expenditures \$2,343 and under budget for revenue \$225,339. Levy usage through July 31, 2021 (\$267,468).

YTD, Support and Unallocated 2021 expenditures are \$18,912 less than 2020 expenditures for the same time period. YTD, Support and Unallocated 2021 revenue is \$398,440 less than 2020 revenue for the same time period.

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- c. YTD Behavioral Health is under budget for expenditures \$35,658 and under budget for revenue \$51,823. Levy usage through July 31, 2021 (\$450,903).

YTD, Behavioral Health 2021 expenditures are \$41,629 more than 2020 expenditures for the same time period. YTD, Behavioral Health 2021 revenue is \$100,522 greater than 2020 revenue for the same time period.
- d. YTD Institutional is under budget for expenditures \$67,599 and over budget for revenue \$8,596. Levy usage through July 31, 2021 (\$81,879).

YTD, Institutional 2021 expenditures are \$92,835 less than 2020 expenditures for the same time period. YTD, Institutional 2021 revenue is \$7,570 greater than 2020 revenue for the same time period.
- e. YTD Economic Support is under budget for expenditures \$8,507 and under budget for revenue \$132,585. Levy usage through July 31, 2021 (\$118,526).

YTD, Economic Support 2021 expenditures are \$3,264 greater than 2020 expenditures for the same time period. YTD, Economic Support 2021 revenue is \$17,317 less than 2020 revenue for the same time period.
- f. YTD Family Services is under budget for expenditures \$89,976 and under budget for revenue \$150,421. Levy usage through July 31, 2021 (\$141,761).

YTD, Family Services 2021 expenditures are \$26,439 less than 2020 expenditures for the same time period. YTD, Family Support 2021 revenue is \$58,926 less than 2020 revenue for the same time period.
- g. YTD Long Term Support is under budget for expenditures \$74,356 and under budget for revenue \$24,837. Levy usage through July 31, 2021 (\$337,859).

YTD, Long Term Support 2021 expenditures are \$13,918 less than 2020 expenditures for the same time period. YTD, Family Support 2021 revenue is \$14,380 less than 2020 revenue for the same time period.
- h. YTD ADRC is under budget for expenditures \$14,216 and under budget for revenue \$29,207. Levy usage through July 31, 2021 (\$4,828).

YTD, ADRC 2021 expenditures are \$2,494 less than 2020 expenditures for the same time period. YTD, ADRC 2021 revenue is \$27,834 greater than 2020 revenue for the same time period.
- i. YTD Aging is under budget for expenditures \$24,877 and under budget for revenue \$20,240. Levy usage through July 31, 2021 (\$33,294).

YTD, Aging 2021 expenditures are \$15,493 less than 2020 expenditures for the same time period. YTD, Aging 2021 revenue is \$8,684 greater than 2020 revenue for the same time period.

4. **APPROVAL OF EXPENDITURES**

- a. Motion by Lee Gill, second by Kriss Marion, to approve the LCHS vouchers as scheduled; carried.
- b. Motion by Lee Gill, second by Kriss Marion, to approve the Aging Unit vouchers as scheduled; carried.

5. **CLOSED SESSIONS**-Motion at 5:12 p.m. to go into Closed Session for not less than 10 minutes pursuant to the exemption contained in Sec. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee by Rita Buchholz, second by Lee Gill. Motion carried by unanimous roll call vote.

6. **MOTION TO RETURN TO OPEN SESSION** at 6:21 p.m. by Lee Gill, second by Kriss Marion. Motion carried by unanimous roll call vote.

7. **MATTERS DISCUSSED IN CLOSED SESSION** – Motion by Bill Eaton, second by Kriss Marion to present a comprehensive management compensation package to the Finance Committee as soon as possible. This is in addition to the proposed compensation package to the 2022 budget. Motion carried.

8. **CJCC/JCI** – Mr. Schuhmacher reported that the Criminal Justice Coordinating Committee (CJCC) meets approximately once a month. Staff from our Agency who attend the CJCC Committee meetings include the Family Services Manager, Behavioral Health Manager, and the Director. The committee discusses ideas and assesses the criminal justice system and ways to improve system outcomes. Mr. Schuhmacher explained how the Human Services Department connects with the criminal justice system as we now provide mental health services every Thursday at the jail (rather than inmates coming to our location); and law enforcement has the ability to put alerts in their system for mental health awareness to assist law enforcement, human services and citizens to better serve individuals that may have issues from a mental health perspective. Mr. Schuhmacher also reported that he met with the Judge on August 27th, and one of the matters discussed was to bring the JCI roll to Human Services. The Judge, however, would like the current structure to remain the same.

9. **HSD/Aging 2022 Budget** – Mr. Schuhmacher reported that the Human Services Department was approved to be a part of the health care group and is permitted to request new positions for the 2022 budget. Mr. Schuhmacher also reported that the full County Board approved the Corporation Counsel position to change from a contracted position to a county employee position.

10. **DIRECTOR’S REPORT**

- a. Employee Comp and Overtime Report- The total hours for comp time for the period of August 9, 2021 to September 19, 2021 (3 pay periods) for LCHS was 78.96 hours and the total overtime hours was 9.00 hours.
- b. COVID-19 Update – Mr. Schuhmacher reported that staff continue to wear masks when they congregate or when meeting with clients, and continue to follow CDC guidelines.
- c. Programmatic Updates – Mr. Schuhmacher stated that the Economic Support received a Desktop Monitoring Quality Assurance Review of the Lafayette County Wisconsin Home Energy Assistance Program (WHEAP). We responded to the issues related to our website, system maintenance and case file reviews. We have received an email stating no additional response is needed, and the review is complete. Mr. Schuhmacher also reported that the CCS inaugural committee meeting is scheduled for September 23rd to discuss roll and functions of the committee. Mr. Schuhmacher recently applied for supplemental funds for the AODA program for 2022-23. Mr. Schuhmacher also reported that Mental Health and AODA will have their audit on September 28th and 29th.

11. **FUTURE AGENDA ITEMS –**

- Update on raise request

12. **ADJOURN**

- a. The next meeting was set for October 18, 2021 at 5:30 p.m. The Audit Committee will meet at 5:15 p.m.
- d. Motion by Bill Eaton, second by Nancy Fisker to adjourn the meeting.
- e. The meeting was adjourned by Chair Scott Pedley at 6:55 p.m.

Reviewed by _____
Shane Schuhmacher, Director Date

Rita Buchholz Sherry Crist

Nancy Fisker Lee Gill

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Bill Eaton

Kriss Marion

Scott Pedley

Richard Roelli

Jack Sauer