

## MINUTES

Committee on Finance and Budget  
Thursday, February 9, 2012 / 4:30 PM

Courthouse – Room 2532  
Eau Claire, WI 54703

Members present: Supervisors Stella Pagonis, Jim Dunning, Robin Leary, Gerald Wilkie, Richard Ziemann

Staff present: Scott Rasmussen, Finance Director; Dorothy Moen, Aging & Disability Resource Center Director

Chairperson Pagonis called the meeting to order at 4:32 pm.

### **2013 Budget Process / Budget Guidelines / Discussion – Action**

Committee members reviewed and discussed the 2013 budget guidelines that were sent in draft form. Staff will send out to all county board members, department heads and community agencies within the week.

### **Alzheimer's Grant / Transfer Funding to ADRC / Discussion – Action**

This resolution proposed to transfer administration of the Alzheimer's Family & Caregiver Support Grant from the Department of Human Services to the Aging & Disability Resource Center. Program was initiated in 1985. Dollars since that time have been going to DHS. Scott Rasmussen, Finance Director, distributed a fiscal impact comparison showing a levy savings of \$10,562 if ADRC manages the grant.

Dorothy Moen, ADRC Director, wants to streamline the process and believes the transfer would require less shuffling with clients. It also would serve more clients because of less administrative overhead and would move towards a one-stop shopping concept.

Motion by Supervisor Leary to support the resolution transferring administration of the Alzheimer's Family and Caregiver Support Grant from the Department of Human Services to the Aging & Disability Resource Center based on the fiscal analysis. Motion carried.

### **Amendments to Care Transitions Program / Discussion - Action**

ADRC of Eau Claire County is implementing an evidence based Care Transitions program to residents of Chippewa County. This is a regional effort between Mayo Clinic Health Systems, Sacred Heart Hospital, St. Joseph's Hospital and ADRC's of Eau Claire and Chippewa counties. Eau Claire County will contract with Chippewa County ADRC to provide the funding for this position and expansion of service to St. Joseph's Hospital and Chippewa County. Expanding the program to Chippewa County is important as it coordinates services between area hospitals and takes advantage of efficiencies through shared processes and supervision.

Motion by Supervisor Dunning to authorize a new .75 FTE Care Transition Coach position in the ADRC as well as to approve of the technical assistance agreement

between Chippewa and Eau Claire counties which recaps the purpose, goals and scope of services for the Care Transition Intervention program. Motion carried.

**Discussion of Medical Examiner Billing / Reimbursement Process / Procedures / Discussion – Action**

Committee members directed staff to communicate with Tom Thelen, Medical Examiner, that bills need to be made within 30-45 days after the end of a particular month. Staff will continue to monitor.

**Line Item Transfer Requests / Discussion – Action**

None.

**Update on County Sales Tax Report / Discussion**

Scott Rasmussen distributed sales tax report.

**Review / Approval of County Board Chair Vouchers / Discussion – Action**

Motion by Supervisor Ziemann to approve of a total of \$50.00 per diem for the county board chair. Motion carried. Motion by Supervisor Dunning to approve of \$3.88 in mileage reimbursement. Motion carried 4-1 (Supervisor Ziemann opposed).

**Review/Approve Committee Minutes / Discussion – Action**

- a. October 12, 2011
- b. November 10, 2011
- c. November 16, 2011
- d. December 6, 2011
- e. December 8, 2011

Motion by Supervisor Wilkie to approve of the October 12, 2011, November 10, 2011 (with edit), November 16, 2011, December 6, 2011 and December 8, 2011 as written. Motion carried.

**Discuss Future Agenda Items and Meeting Dates**

- A square foot cost comparison of new jail vs. existing courthouse (for cleaning and maintenance)
- Increasing the amount of purchase order requisitions from \$500 to \$1000
- Update on Staffing Changes / Work Flow in Finance Department
- Update / 2011 Year End Budget
- Status of Out of County Prisoner Costs

The next committee meeting is scheduled for Thursday, March 8, 2012 at 4:30 pm. Committee adjourned by acclamation at 6:28 pm.

Respectfully submitted,

Sharon M. Rasmussen  
Committee Clerk

