NOTICE OF MEETING

HEALTH & HUMAN SERVICES COMMITTEE

June 21, 2016 - 8:30 AM

Health and Human Services Department
1011 North 8th Street
Sheboygan, WI 53081

Room 413

Agenda

Call to Order
Certification of Compliance with Open Meeting Law
Approval of Minutes

Health & Human Services Committee - Regular Meeting - Jun 7, 2016 8:30 AM

Announcements and Correspondence
Public Input
Presentation

"Welcome Baby" - A Community Partnership for Children Initiative - Diane Liebenthal, Scott Shackelford, and Corrissa Frank

Director Tom Eggebrecht

Report on 2017 Budget Hearings

Business and Administrative Services Manager Shannon Otten

Consideration of 2016 Health and Human Services Budget Adjustments

Consideration of Financial Statement for Year-to-Date April 30, 2016

Review and Approve Vouchers
Approval of Attendance at Other Meetings or Functions
Adjourn

Prepared by:
Julie Schaefer
Recording Secretary

James Baumgart
Committee Chairperson

Tom Eggebrecht
Health and Human Services Department Director

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify Julie Schaefer, 920-459-3176 prior to the meeting so that accommodations may be arranged.

SHEBOYGAN COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

Sheboygan County Health and Human Services Department
1011 North 8th Street
Sheboygan, WI 53081
Room 413

June 7, 2016 **Called To Order: 8:30 a.m.** **Adjourned: 9:45 a.m.**

MEMBERS PRESENT: Supervisor Jim Baumgart – Chair; Supervisor Brian Hoffmann – Vice Chair; Supervisor Jacob Van Dixhorn – Secretary; Supervisor Roger Otten, Supervisor Thomas Epping, Supervisor Henry Nelson, and Mr. Curtiss Nyenhuis

MEMBERS ABSENT: Two Citizen Representatives

ALSO PRESENT: Tom Eggebrecht, Shannon Otten, Tim Gessler, Scott Shackelford, Jody Gallaway, Diane Liebenthal, Rebecca Lee, Ashley Grant, and Emily Schirmer

Supervisor Baumgart called the Health and Human Services Committee Meeting to order at 8:30 a.m.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW
The Health and Human Services Department received an e-mail noting that the amended agenda for the June 7, 2016 meeting of the Health and Human Services Committee was posted on June 3, 2016, at 2:56 p.m., in compliance with the Open Meeting Law.

ANNOUNCEMENTS
Diane Liebenthal introduced Rebecca Lee and Ashley Grant to the Committee. They are Area Health Education Center (AHEC) students who will be interning in Public Health for two months. Emily Schirmer was also introduced to the Committee. Emily is a nursing student at Bellin College of Nursing in Green Bay who is also interning in Public Health this summer.

Tom Eggebrecht informed the Committee that Jody Gallaway will be presenting an update on the Drug Treatment Court to the Committee today.

Tom Eggebrecht thanked Supervisor Baumgart for giving his approval on several Vacant Position Requests ahead of today's meeting to get the recruitment process started. By policy approved by this Committee, the Chair of the Health and Human Services Committee can grant approval to fill position vacancies ahead of a Committee meeting.

Tom Eggebrecht informed the Committee that he hopes to be able to inform the Committee at the next meeting of the candidate selected for the Deputy Director/Behavioral Health Manager position.

Tom Eggebrecht informed the Committee that Katy Pruitt has accepted the position of Trauma Informed Care Coordinator and a Vacant Position Request is on today's agenda for the Committee's consideration to fill her current position which is Adult Protective Services Specialist.

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Tom Eggebrecht updated the Committee on Phase 3 of the remodel project. The projected move in date may be pushed back to approximately October.

Tom informed the Committee that Lakeshore CAP has received a grant to work with families who have been referred to Child Protective Services and were screened out.

Tom Eggebrecht informed the Committee that the United Way is leading a Community Partnership for Children initiative involving this department and other agencies. A Welcome Baby home visiting program for first time parents is being developed as part of the initiative. The intent is to match the needs of families with early learning resources that are currently being offered in the community. The Department is planning to assist with funding of that initiative with more information to be presented at the Committee's next meeting.

Tom Eggebrecht informed the Committee that Bethany Church has agreed to house the Sheboygan Senior Dining Site.

Tom Eggebrecht informed the Committee that the Department's Comprehensive Community Services Program received a perfect score on their audit which was conducted last week.

Tom Eggebrecht informed the Committee that on today's agenda, the Committee will be voting on two citizen representative candidates to fill the two vacancies on the Health and Human Services Committee.

Tom Eggebrecht reminded the Committee that the Public Hearings on the Department's 2017 Budget will be held on June 15, 2016 at 1:00 p.m., 3:00 p.m., and 5:00 p.m., in Room 372.

Karlyn Raddatz distributed two cards of thanks, with one card being from an AHEC student and the other from a student who attends St. John's School in Plymouth.

PUBLIC INPUT
None.

UPDATE ON DRUG TREATMENT COURT – Jody Gallaway
Jody Gallaway updated the Committee on the Drug Treatment Court. At this time, policies and procedures are being finalized. Drug Treatment Court will be starting on July 1, 2016. Donations from the community have been generous. The donations received will be used to reward participants when they follow the rules. Jody also informed the Committee that application for a grant is being made with the goal of Drug Treatment Court being self-sustaining operationally. Tom informed the Committee ongoing requests for community participation will most likely be pursued as this is a community problem.

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES SUPERVISOR (WIC DIRECTOR/PROJECT NUTRITIONIST) – Karlyn Raddatz
Karlyn Raddatz informed the Committee on the current leadership structure in Public Health and the proposed changes to that structure.

Karlyn Raddatz then presented a Vacant Position Request for a Human Services Supervisor (WIC Director/Project Nutritionist) and explained the necessity of filling this position.

After questions were answered, Mr. Nyenhuis moved and Supervisor Van Dixhorn seconded to approve the Vacant Position Request for a Human Services Supervisor (WIC Director/Project

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Nutritionist) and forward this request to the Human Resources Committee for their consideration. Motion carried with Supervisor Epping voting "nay."

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES SUPERVISOR (PUBLIC HEALTH) – Karlyn Raddatz
Karlyn Raddatz presented a Vacant Position Request for a Human Services Supervisor (Public Health) and explained the necessity of filling this position.

After questions were answered, Supervisor Nelson moved and Mr. Nyenhuis seconded to approve the Vacant Position Request for a Human Services Supervisor (Public Health) and forward this request to the Human Resources Committee for their consideration. Motion carried with Supervisor Epping voting "nay."

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES PROFESSIONAL (PROTECTIVE SERVICES SPECIALIST) – Tom Eggebrecht
Tom Eggebrecht presented a Vacant Position Request for a Human Services Professional (Protective Services Specialist) and explained the necessity of filling this position.

After questions were answered, Supervisor Hoffmann moved and Supervisor Otten seconded to approve the Vacant Position Request for a Human Services Professional (Protective Services Specialist). Motion carried unanimously.

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES SUPERVISOR (BEHAVIORAL HEALTH) – Tom Eggebrecht
Tom presented a Vacant Position Request for a Human Services Supervisor (Behavioral Health) and explained the necessity of filling this position.

After questions were answered, Mr. Nyenhuis moved and Supervisor Van Dixhorn seconded to approve the Vacant Position Request for a Human Services Supervisor (Behavioral Health) and also to approve any potential openings that could result if an internal candidate posts into this position and forward this request to the Human Resources Committee for their consideration. Motion carried unanimously.

CONSIDERATION OF REAPPOINTMENTS TO THE AGING AND DISABILITY ADVISORY COMMITTEE: Dagmar Ewald, Derek Muench, and Paul Opitz – Tom Eggebrecht
Tom Eggebrecht informed the Committee that the appointment terms of Mr. Ewald, Mr. Muench, and Mr. Opitz to the Aging and Disability Advisory Committee have expired and all three have indicated their desire to be reappointed to the Aging and Disability Advisory Committee for another appointment term.

Supervisor Epping moved and Supervisor Otten seconded to approve the reappointments of Mr. Ewald, Mr. Muench, and Mr. Opitz to the Aging and Disability Advisory Committee and forward this request to County Administrator Adam Payne for his consideration. Motion carried unanimously.

CONSIDERATION OF TWO CITIZEN APPOINTMENTS TO THE HEALTH AND HUMAN SERVICES COMMITTEE: Larry Samet and Craig Schicker – Tom Eggebrecht
Tom Eggebrecht informed the Committee that Larry Samet and Craig Schicker have indicated their interest in serving as Citizen Representatives on the Health and Human Services Committee.

Minutes Acceptance: Minutes of Jun 7, 2016 8:30 AM (Approval of Minutes)

Supervisor Epping moved and Supervisor Otten seconded to approve the appointments of Larry Samet and Craig Schicker to the Health and Human Services Committee and forward this request to County Administrator Adam Payne for his consideration. Motion carried unanimously.

CONSIDERATION OF VACANT POSITION REQUEST – HUMAN SERVICES PROFESSIONAL (CHILD PROTECTION SERVICES SOCIAL WORKER) – DISCUSSION OF GRIEVANCE PROCESS AND IMPLICATIONS FOR FORMER EMPLOYEE

After much discussion, it was the consensus of the Committee that personnel matters are best handled internally and, if needed, Tom Eggebrecht will bring any personnel issues to the Committee in closed session.

REVIEW AND APPROVE VOUCHERS

After questions were answered, Supervisor Otten moved and Supervisor Epping seconded to approve the expense vouchers as presented. Motion carried unanimously.

APPROVAL OF ATTENDANCE OF MEMBERS AT OTHER MEETINGS OR FUNCTIONS

Supervisor Hoffmann moved and Supervisor Nelson seconded to approve the attendance of the following Committee members at the following meeting:

- **Thursday, June 23, 2016 – Human Resources Committee Meeting –** Any Committee member interested in attending.

Motion carried with Supervisor Epping voting "nay."

ADJOURNMENT

At 9:45 a.m., Supervisor Hoffmann moved and Supervisor Epping seconded to adjourn the June 7, 2016 Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Schaefer
Recording Secretary

Jacob Van Dixhorn
Committee Secretary

Minutes Acceptance: Minutes of Jun 7, 2016 8:30 AM (Approval of Minutes)

SHEBOYGAN COUNTY

Shannon Otten - Manager
Business & Administrative Services
Health and Human Services Department

To: Health and Human Services Committee

From: Shannon Otten, Manager of Business and Administrative Support Services

Date: June 21, 2016

RE: 2016 Budget Adjustments for Health & Human Services

The 2016 budget was prepared in July of 2015, using 2015 grant amounts for any grant changes that were unknown at the time the budget was prepared. Since this time, the department has received 2016 contracts with updated grant amounts which now need to be reflected in our 2016 budget. In addition, the department has been awarded additional grants that were unknown at the time the 2016 budget was prepared. The following adjustments are being proposed to account for the change in current grants and addition of new grants with a net increase in revenue of $32,933.

1. ADRC grant increase of $16,000, comprised of $8,000 from prior year carryover and $8,000 of new funds.
2. Environmental Health increase in revenue of $12,500 due to continuing to do the DNR beach monitoring in 2016.
3. Social Services decrease in revenue of $7,800 due to not receiving the Title IV-E TPR Services grant in 2016.
4. Social Services decrease in revenue of $9,400 due to the end of Healthcheck funding source.
5. Social Services decrease in revenue of $3,107 due to not receiving the Fingerprint grant in 2016.
6. Social Services decrease in revenue of $3,878 due to not receiving the WISACWIS grant in 2016.
7. Social Services increase in revenue of $124 for the State County Match portion of Basic County Allocations.
8. Public Health decrease in revenue of $2,783 due to a cut in WIC Grants.
9. Public Health increase in revenue of $963 due to additional funding for Refugee services.
10. Public Health decrease in revenue of $278 in the Consolidated Contract for Prevention.
11. Public Health increase in revenue of $346 in the Consolidated Contract for Childhood Lead.

12. Public Health decrease in revenue of $1,861 in the Consolidated Contract for Immunization is offset by receipt of a new Adult Immunization Grant for $2663.

13. Public Health increase in revenue of $5,843 in the Consolidated Contract for Maternal and Child Health.

14. Economic Support rolled the WHEAP – Crisis business unit into one WHEAP business unit.

15. Community Programs increase in revenue of $5,200 for Community Aids- Basic County Allocations.

16. Community Programs increase in revenue of $12,555 for a prior year carry-over of unspent funds for the Children's Community Options Program.

17. Public Health increase in revenue of $1,750 due to additional funds for their training grant.

18. Moving the Adult Day Care budget of $5,438 to the business unit that it is being expensed through.

19. Aging increase in revenue of $3,038 for Title III C-1 meals.

20. Aging increase in revenue of $3,700 for Title III-B funds. Also moving budgeted expense from miscellaneous expense to actual expense objects that are being used.

21. Aging increase in revenue of $6,019 for Title III C-2 meals.

22. Aging increase in revenue of $4 for Title III D funds.

23. Aging increase in revenue of $3,007 for Title III E funds.

24. Aging increase in revenue of $9,982 for the Alzheimer's Family & Caregivers grant.

25. Economic Support decrease in revenue of $28,800 due to not receiving the Children's First grant in 2016.

26. Economic Support increase in revenue of $28,309 for the WHEAP contracts.

27. Moving budgeted dollars between expenses in Public Health to align with actual expenditures for Emergency Preparedness efforts.

28. Social Services decrease in revenue of $18,500 for MA-Case Management, we are now able to claim case management under the Children's COP grant.

Account Number	Subledger	Sub Type	Amount	Account Description	
2031.511105	55017	A	2,926.00	Regular Wages	1
2031.532145	55017	A	10,574.00	Structural	
2031.533505	55017	A	2,000.00	General	
2031.533930	55017	A	500.00	Equipment under $500	
2301.423525.932	55017	A	(16,000.00)	ADRC-560100	
237.531430	71	A	12,500.00	Lab Analysis	2
237.423525.967			(12,500.00)	DNR Beach Monitoring	
2511.423525.991			7,800.00	Title IV-E TPR Services	3
2511.531205			(7,800.00)	Legal	
2562.423525.481			9,400.00	Healthcheck Other/Adm 966/7	4
2562.531721			(9,400.00)	RCC/MA	
2585.423525.986			3,107.00	Fingerprint 531455 - 324	5
2585.531455			(1,450.00)	Investigation	
2585.511105			(1,657.00)	Wages	
2554.423525.978			3,878.00	WISACWIS - 333	6
2554.533928			(3,878.00)	Computer Sys $500	
2511.531505			124.00	Client Services	7
2511.423525.485			(124.00)	State County Match - 681	
2321.423525.965	19	A	2,783.00	WIC Grants 154710	8
2321.511105	12	A	(2,783.00)	Regular Wages	
2320.511105			963.00	Regular Wages	9
2320.423525.963			(963.00)	PH Refugee 7309	
2318.423525.964	67	A	278.00	PH Consolidated Contract Prev	10
2318.511105			(278.00)	Regular Wages	
2301.511105			346.00	Regular Wages	11
2301.423525.964	47	A	(346.00)	PH Consolidated Contract Chd Ld	
2306.423525.964	11	A	1,861.00	PH Consolidated Contract Imm	12
2306.511105			802.00	Regular Wages	
2306.423525.964	94	A	(2,663.00)	Adult Immunization Grant	
2308.511105			5,843.00	Regular Wages	13
2308.423525.964	22	A	(5,843.00)	PH Consolidated Contract MCH	

Account Number	Subledger	Sub Type	Amount	Account Description	
2634.411100			20.00	Property Tax Levy	14
2634.534115			(20.00)	Rental of Equipment	
2635.534115			20.00	Rental of Equipment	
2635.411100			(20.00)	Property Tax Levy	
2013.531450			484.00	Transportation	15
2013.531505			400.00	Client Services	
2019.531600			800.00	Supportive Home Care	
2019.531645			396.00	Work Related Services	
2021.531665			3,120.00	Counsel/Therapeutic Resources	
2013.423525.962			(884.00)	DCP Community Aids-BCA	
2019.423525.962			(1,196.00)	DCP Community Aids-BCA	
2021.423525.962			(3,120.00)	DCP Community Aids-BCA	
2049.511105			10,000.00	Wages	16
2049.531600			2,555.00	Supportive Home Care	
2049.423525.901			(12,555.00)	Community Options	
2329.533220	53009	A	1,200.00	Lodging-Employee	17
2329.533215	53009	A	550.00	Meals-Employee	
2329.423525.464	53009	A	(1,750.00)	PH Preparedness/Bio 155015	
2013.531605			5,438.00	Adult Day Care	18
2021.531605			(5,438.00)	Adult Day Care	
2211.531415			3,038.00	Food Prepared	19
2211.423525.947			(3,038.00)	Title III C-1	
2215.511105			3,700.00	Wages	20
2215.423525.953			(3,700.00)	Title III-B	
2215.533505			260.00	General	
2215.533540			1,300.00	Food	
2215.534105			940.00	Rental of Building	
2215.533908			(2,500.00)	Miscellaneaous Expense	
2215.531565			(14,077.00)	Prevention, Awareness and Organ	
2215.511105			14,077.00	Wages	
2224.531415			6,019.00	Food Prepared	21
2224.423525.948			(6,019.00)	Title III C-2	
2252.533505			4.00	General	22
2252.423525.955			(4.00)	Title III D	
2256.511105			3,007.00	Wages	23
2256.423525.956			(3,007.00)	Title III E	

Account Number	Subledger	Sub Type	Amount	Account Description	
2250.511105			9,982.00	Wages	24
2250.423525.949			(9,982.00)	Alzheimers Fam & Caregivers	
2629.423525			28,800.00	State Health & Human Services	25
2629.531505			(28,800.00)	Client Service	
2635.423525.036			7,802.00	Operations	26
2635.423525.037			3,340.00	Public Benefits	
2635.423525.038			(3,540.00)	Outreach	
2635.423525.039			(30,948.00)	Crisis	
2635.423525.040			(4,963.00)	WX Operations	
2635.511105			28,309.00	Wages	
2329.511105			(9,220.00)	Wages	27
2329.533926	92	A	9,220.00	Non Cap Equip over $500	
2050.455115.041			18,500.00	MA-Case Management	28
2050.531675.002			(18,500.00)	DHFS-Child/Elders	

Attachment: April 2016 Financial Statement (3716 : Financial Statement)

AGENCY RECAP

(##) means under budget

	Current Month as of April 30, 2016				Year to Date as of April 30, 2016			
	Budget	Actual	Variance	% of Variance	Budget	Actual	Variance	% of Variance
REVENUE								
Tax Levy	$ 1,518,011	$ 1,518,011	$ -	0.00%	$ 4,672,961	$ 4,672,961	$ -	0.00%
Federal/State Contract Revenue	$ 927,727	$ 901,761	$ (25,966)	-2.80%	$ 5,133,858	$ 5,195,308	$ 61,450	1.20%
Medicare/Medicaid/Insurance/Private Pay	$ 276,559	$ 246,507	$ (30,052)	-10.87%	$ 1,112,939	$ 828,079	$ (284,860)	-25.60%
Contributions/Donations	$ 12,992	$ 12,498	$ (494)	-3.80%	$ 51,968	$ 50,857	$ (1,111)	-2.14%
Hotel/Restaurant	$ 23,500	$ 23,520	$ 20	0.09%	$ 94,000	$ 91,550	$ (2,450)	-2.61%
Court Fees	$ 10,037	$ 12,396	$ 2,359	23.50%	$ 40,148	$ 41,957	$ 1,809	4.51%
Other Revenue	$ 2,091	$ 3,796	$ 1,705	81.54%	$ 8,366	$ 10,292	$ 1,926	23.02%
Non State Grants	$ -	$ -	$ -		$ -	$ -	$ -	
Total Revenue	**$ 2,770,917**	**$ 2,718,489**	**$ (52,428)**	**-1.89%**	**$ 11,114,240**	**$ 10,891,004**	**$ (223,236)**	**-2.01%**
EXPENSES								
Wages & Benefits	$ 982,970	$ 1,006,643	$ 23,673	2.41%	$ 3,932,104	$ 4,030,544	$ 98,440	2.50%
Purchased Services	$ 1,268,764	$ 1,103,612	$ (165,152)	-13.02%	$ 5,100,845	$ 4,469,542	$ (631,303)	-12.38%
Operating Expenses	$ 147,107	$ 164,786	$ 17,679	12.02%	$ 664,715	$ 618,433	$ (46,282)	-6.96%
Interdepartmental Expenses	$ 371,716	$ 447,132	$ 75,416	20.29%	$ 1,438,168	$ 1,484,501	$ 46,333	3.22%
Capital Outlay	$ -	$ 1,567	$ 1,567		$ -	$ 1,567	$ 1,567	
Total Expense	**$ 2,770,557**	**$ 2,723,740**	**$ (46,817)**	**-1.69%**	**$ 11,135,832**	**$ 10,604,587**	**$ (531,245)**	**-4.77%**
Net Change in Fund Balance	**$ 360**	**$ (5,251)**	**$ (5,611)**		**$ (21,592)**	**$ 286,417**	**$ 308,009**	

Fund Balance Activity:

Fund Balance as of 12/31/2013	**$ 3,280,647**
Transferred from HHS to Capital Project Software	$ (1,060,911)
Resolution 35 (2013/14) - Building Project HHS	$ (600,000)
Transferred from HHS to General Fund	$ (2,721,937)
2014 Positive Variance	$ 1,610,772
Total as of 12/31/2014	**$ 508,571**
2015 Positive Variance	$ 2,129,468
Transferred from HHS to General Fund	$ (1,929,093)
Total as of 12/31/2015	**$ 708,946** *

*$500,000 allowable fund balance plus $118,070 for office remodel (Resolution No. 30)

Attachment: April 2016 Financial Statement (3716 : Financial Statement)

Revenue (under budget) and Expense (over budget)
Brackets mean negative impact to meeting budget

		April Variance to Budget	
Revenue			
	Total Tax Levy Over/(Under) Budget	***$ -***	
	State Grant Revenue		
Admin		$ (3,878.00)	Reflects the SACWIS equipment grant which was budgeted but will not be received this year.
ADRC		$ 17,879.00	Grant is being claimed faster than budgeted, this will level off as the year progresses.
BH CM		$ 17,895.00	Expenses for the Community Mental Health Grant will fluctuate during the year. Variance is caused by timing of actual to budget.
BH Outpatient		$ 71,633.00	Timing of actual to budget for AODA Block Grant and Community Mental Health Grant.
CFRU		$ (180,431.00)	Timing of actual to budget for the Children's Community Options Program, Children's Waiver, Coordinated Services Team, and Safe and Stable Families Grants.
Child Welfare		$ 11,325.00	Timing of actual to budget for Kinship Base Benefits and Foster Parent Training Grants.
Economic Support		$ 60,405.00	Additional funds approved post budget process, timing of actual to budget for WHEAP grants, and FP/Investigation Program Consortia funds that were not budgeted.
Elder Services		$ 11,983.00	Timing of actual to budget spread of all Aging grants.
Environmental Health		$ 564.00	Timing of actual to budget for transient water supply grant reimbursement
Juvenile Justice		$ (19,228.00)	Timing of actual to budget for the JJ early intervention and PATHS Pilot Grants.
General Public Health		$ (2,551.00)	Timing of actual to budget for the Emergency Preparedness/EBOLA, Perinatal HEP B, TB Dispensary and Refugee Grants.
Maternal Child Health		$ 34,814.00	Timing of actual or budget for Consolidated Contract and WIC Grants.
Child Support		$ 41,040.00	Current year grant is being claimed faster than budgeted. Variance includes a payment for prior year incentives.
	Total State Grant Revenue Over/(Under) Budget	***$ 61,450.00***	
	Medicare/Medicaid/Insurance/Private Pay		
Admin		$ -	
ADRC		$ -	
BH CM		$ (228,102.00)	Collection of Private Pay, 3rd Party Collections, DVR and MA will fluctuate throughout the year.
BH Outpatient		$ 6,798.00	Private Pay, Medicare, and Medicaid collections will fluctuate throughout the year.
CFRU		$ (73,054.00)	Timing of actual to budget for 3rd Party Collections and the use of children's waiver dollars will fluctuate during the year.
Child Welfare		$ 29,867.00	Increased ability to pay from parents for children in Foster Homes and Child Caring Institutions.
Economic Support		$ 540.00	Non Med GR client payments that were not budgeted.
Elder Services		$ (1,297.00)	Decreased Private Pay collection.
Environmental Health		$ (3,064.00)	Timing of actual to budget for Transient Well Fees which will now be sent out in May and June with licenses renewals.
Juvenile Justice		$ (4,076.00)	Decreased ability to pay from parents for children in Group Homes, Foster Homes, Child Caring Institutions and Child Placement in DOC.
General Public Health		$ (178.00)	Decrease in MA for TB/Lead/Immunizations.
Maternal Child Health		$ (12,174.00)	Timing of actual to budget for MA TB/Lead/Immunization, Managed Health Services, United Health Services and UWM-Immunization Coalition HPV grant.
Child Support		$ (120.00)	Decrease in personal payments.
	Total MC/MA/Ins/Private Pay Over/(Under) Budget	***$ (284,860.00)***	
	Contributions/Donations	***$ (1,111.00)***	Contributions and donations will fluctuate throughout the year as well as from year to year. Currently this decrease relates to Home Delivered Meals.
	Hotel/Restaurant	***$ (2,450.00)***	Licenses and permit fees fluctuate throughout the year.
	Court Fees	***$ 1,809.00***	Court fees are paid to HHSD as they are collected.
	Other Revenue	***$ 1,926.00***	Includes fees for copies, interest income and other miscellaneous reimbursements.
	Total Revenue Summary Over/(Under) Budget	***$ (223,236.00)***	

Attachment: April 2016 Financial Statement (3716 : Financial Statement)

Revenue (under budget) and Expense (over budget)
Brackets mean negative impact to meeting budget

April
Variance to Budget

Expenses

	Employee Related Expenses			
	Wages/Benefits	$	(98,440.00)	The main reason for the variance is the budget to actual timing of payroll, April had three actual pay periods and the budget is spread equally across the year. Variance relates to vacant positions including the DCP Manager, Administrative Assistant, and Economic Support Specialists. This is offset by the budget reduction of 3.5% in wages to allow for vacancies throughout the year.
	Interdepartmental - Employee Related	$	(2,097.00)	
	Total Employee Related Expenses (Over)/Under Budget	***$***	***(100,537.00)***	
	Purchased Services			
Admin		$	24,022.00	Timing of actual to budgeted expenses for software consulting and audit fees
ADRC		$	4.00	Decrease in Interpretation Services.
BH CM		$	135,253.00	Need for service changes throughout the year. CCS, IMD, Institutions, Housing/Energy Assistance, Supported Employment, Inpatient Hospital, Community Living Support and Work Related Services are under budget currently but Residential CBRF services are over.
BH Outpatient		$	138,585.00	Fluctuations in Psychiatrist services, CBRF needs, and Detox-Non Hospital needs are currently less than budgeted causing this variance.
CFRU		$	291,871.00	Variance is caused by a decrease in the services needed in the Children's Community Options Program, decreased need for Transportation, Counseling and Therapeutic services currently, one child in institutions, and fluctuations in the Birth to Three program and CLTS program account for this variance.
Child Welfare		$	(63,935.00)	Increased utilization in Child Caring Institutions, Group Home Out of County and Foster Homes. Increase in TPR cases. Offset by Child Advocacy which will be reflected starting in June.
Economic Support		$	(9,000.00)	There is no budget for Cares system maintenance or Fraud Prevention/Investigation which is offset by no expenditures in Client Services and various other purchased services.
Elder Services		$	6,954.00	Fluctuation in client purchase service needs, primarily an Increase in Housing/Energy Assistance
Environmental Health		$	9,924.00	Timing of actual to budgeted expenses for Consulting and Lab Analysis.
Juvenile Justice		$	97,073.00	Decreased services for PATHS, Family Training Program, Counseling and Therapeutic Resources and State Corrections which are offset by an increase in Child Caring Institutions.
General Public Health		$	(2,927.00)	Increase in consulting and outreach purchased services.
Maternal Child Health		$	4,503.00	Decrease in Client Service needs.
Child Support		$	(1,024.00)	Increase in Interpretation Services and Service of Process Charges with a decrease in Swab Testing.
	Total Purchased Services (Over)/Under Budget	***$***	***631,303.00***	
	Operating Expenses			
	Repairs & Maintenance	$	20,759.00	Includes carryover for upgrades to panic alarm system and allows for a part time security presence in the building.
	General Operating	$	25,944.00	Advertising, supplies, travel and training costs fluctuate throughout the year as compared to budget spread. This line item also includes bad debt expense which is the write off of old uncollectable client balances and the furniture purchases that will occur later in the year.
	Fixed Charges	$	(421.00)	Budget to actual fluctuations
	Total Operating Expenses (Over)/Under Budget	***$***	***46,282.00***	
	Other Interdepartmental Expenses			
	Building Services HHS & Other Overhead Costs	$	(44,236.00)	Reflects budget to actual timing related to overhead and building services charges which should clear up as the year progresses.
	Total Other Interdept's Expenses (Over)/Under Budget	***$***	***(44,236.00)***	
	Capital Outlay			
	Vehicles, Office Furniture, Building Improvements	$	(1,567.00)	
	Total Capital Outlay (Over)/Under Budget	***$***	***(1,567.00)***	
	Total Expense Summary (Over)/Under Budget	**$**	**531,245.00**	
Net Amount (Over)/Under Budget		**$**	**308,009.00**	