

**WOOD COUNTY ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES
BOARD
FINANCE AND ADMINISTRATION COMMITTEE MEETING MINUTES**

October 9, 2019

COMMITTEE MEMBERS PRESENT: Stan Korducki, Corey Speweik, Hallie Nagel, Judy Ennis, and Dan Lambert

ABSENT:

OTHER BOARD MEMBERS PRESENT: Marc Jensen

GUESTS PRESENT: John Fortner

ADAMHS BOARD STAFF PRESENT: Julie Launstein and Kathryn Shackleton

CALL TO ORDER

Stan Korducki called the meeting to order at 12:03 PM.

OLD BUSINESS

Reserve Discussion: This came up a few months ago, but had been tabeled due to not being a high priority at the time. Stan stated reserve policy currently only allows for 1 month of allocation and 2 month for operating expense. Stan noted that this is not a realistic expectation and we need more of a safety cushion. Corey noted that we need a policy in place for a short term surplus and that we currently do not have one. Stan suggested we have a 90-day reserve policy for everything, and that we propose this change when we review policies in the next few months.

NEW BUSINESS

Final FY19 Financials: Julie Launstein notified that we finished in the black by \$658,000. Fee for Service is down, \$702,000. Paying Medicaid rates currently. Stan asked what we learned for future allocations. Julie informed that both Zepf and A Renewed Mind exceeded their fee-for-service allocation, but Zepf did close their doors in Bowling Green. Stan would like us to take this into consideration for next years funding requests. There was concern regarding the other agencies not hitting their fee-for-service allocation. Julie explained that each license bills at different rates, which can affect the total cost of a service reimbursement. Julie stated that in the coming Spring, we should have better data to utilize for following years budget. Discussed FY20 budget, provided an overview of what the allocations mean and where the revenue comes from.

Schedule of Bills (July, August, September): New format for these. We are now using the County’s software. We provide the information to the Auditor, who inputs this into the system. Bills are now being paid every week. It catches duplicates and mistakes, as well as gives us an outside source for backup. Julie pointed out that there is no longer a summary as there has been in the past. She noted that unless this was a highly desired report, we will no longer be publishing this.

Financial Reports (July, August, September): No concerns were discussed.

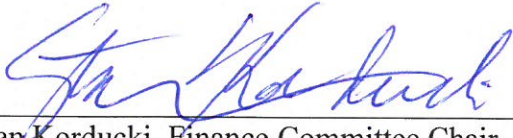
OTHER: Julie informed that we recently received the county audit, and that we passed. Stan asked if there was a report, and Julie indicated that it is a consolidated report of 300+ pages. We will have this available for the November meeting.

PUBLIC COMMENTS: John Fortner, Harbor: indicated that managed care plans can affect how efficient billing is.

ADJOURN: There being no further business, the meeting was adjourned at 12:35 p.m.

Submitted by Kathryn Shackleton, Secretary

Approved by:



Stan Korducki, Finance Committee Chair



Date