

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

April 20, 2021

COMMITTEE MEMBERS PRESENT: Dan Lambert, Frank McLaughlin, Stan Korducki,

COMMITTEE MEMBERS ABSENT: Hallie Nagel and Corey Speweik

ADAMHS BOARD STAFF PRESENT: Deanna Stanton, Julie Launstein, Chris Streidl, and Kathryn Shackleton

GUEST: Patty Harrelson, CRC

The meeting was broadcast live on Facebook via Zoom for public viewing.

CALL TO ORDER: Stan called the meeting to order at 12:02 PM

NEW BUSINESS

Schedule of Bills and Financial Reports(March): Stan asked Julie if anything stood out in this cycle. Julie stated it was pretty standard, we paid out a million dollars, which is good as it gives us a better picture of remaining balances.

Reserve Fund Discussion: This is an annual review per policy. Currently we have 3 months of working capital and allocations in reserve. We have discussed increasing this amount. Stan requested feedback and stated that he does not feel a sense of urgency. Julie clarified that we agreed to 3 months of budget, and she is comfortable with this amount. Frank stated he was uneasy with what we were showing on the balances, but that as long as we have a clear idea of where these balances will go in order to answer questions from fellow Board members and the public. Stan asked if we had informed the Auditor of our plan to open a CSU, as some of the balance will be used for that. Julie stated she has informed the Auditor and will keep that line of communication open. Dan noted that we could have 2 separate reserves, an operating reserve and a reserve for special projects, that way these are clear distributions of reserve funding. Dan asked if we could “move” money into this, say 20% of reserve funds would be set aside for special projects. Special projects would not necessarily be for a specific project. Stan reiterated that the desire is to propose a 3 month operating reserve, and a 20% special projects reserve. Julie said that we have until the fall to make a decision.


FY22 Allocations Presentation: Chris gave a presentation (attached) of each providers funding request, broken down by program. Chris answered questions asked throughout the presentation.

ADJOURN: Stan adjourned meeting at 1:15 PM.

Approved by:



Stan Korducki, Finance Committee Chair



Date

Submitted by Kathryn Shackleton, Secretary