

# HEALTH AND HUMAN SERVICES BOARD

Tuesday, May 26, 2026 – 9:30 a.m.

Barron County Government Center – Veterans Memorial Auditorium  
335 East Monroe Avenue – Barron, Wisconsin 54812

## AGENDA

1. Call to Order
2. Public Meeting Notification
3. Approve Agenda\*
4. Approve Minutes (3-23-26)\*
5. Comments from the Public
6. Election of Officers \*
  - a. Chair
  - b. Vice Chair
  - c. Executive Representative
7. Virtual Meeting Attendance \*
8. Economic Support Position – Add 1 FTE \*
9. 2025 Financials
  - a. Health & Human Services
  - b. Child Support
10. Crisis / Co-Responder Presentation
11. Department Updates
  - a. Child Support
  - b. Health & Human Services
12. Set Next Meeting Date (June 22, 2026 – 9:30 a.m.)\*
13. Future Agenda Items
14. Adjourn

### \* Board Action Requested

#### **Mission Statement**

*To meet essential health and safety needs and to promote an independent and enhanced quality of life for the people of Barron County.*

#### **Vision Statement**

*To provide high quality, effective and responsive programs through coordinated efforts of the Department and its community partners.*

**Please call 537-6841 if you are unable to attend this meeting.**

cc: Bartlett, Vaughn, Eby, Bachowski, P. Anderson, Wenzel, Keeler, Kolpeck, Heil, Knutson, Ruppel, Matthys, Borgen, Muench, French, Drury, Potts-Shufelt, Roemhild, Olsen, Broten, Hay, Wickman, Co. Clerk, Webmaster & 3 Public Postings

*Any person who has a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the County Clerk's office at 715/537-6200 at least 24 hours prior to the meeting so that arrangements may be made to accommodate your request.*

**Barron County Health & Human Services Board Meeting**  
Government Center Auditorium Veterans Memorial Auditorium  
Monday March 23, 2026 9:30 AM

**PRESENT:** Karolyn Bartlett – Chair, John Banks, Nancy Keeler, Bob Heil, Lynn Kolpack, Carol Moen, Stacey Wenzel, Patti Anderson, Diane Vaughn, Mary Matthys, Betty Borgen, Dr. Lindsey Ruppel.

**ABSENT:** Knutson

**OTHERS ATTENDING:**

**STAFF PRESENT:** Jeff French, County Administrator; Karla Potts-Shufelt, DHHS Director, John Muench, Director, Child Support; Michelle Drury, Finance Director, Rachel Sauve, Financial Analyst; DHHS Program Managers – Karla Broten, Ann Hay, Mary Olsen, Patricia Wickman, Bonnie Roemhild; Pam Gannon, DHHS Administrative Assistant; Sam Nelson, DHHS Administrative Assistant

**STAFF ABSENT:** Metcalf

**Call to Order:** by Chair Karolyn Bartlett at 9:30 a.m.

**Public Meeting Notification:** Read by Bartlett.

**Motion:** ( Banks / Vaughn ) to approve agenda for March 23, 2026 DHHS Board meeting. Carried.

**Motion:** (Heil / Vaughn ) to approve minutes from the January 26, 2026 Health and Human Services Board meeting. Carried.

**Comments from the Public:** None present.

**Environmental Health Change of Ownership Fee:** Potts-Shufelt discussed placing the change of ownership fee to 75% of the pre-inspection fee as it has historically been.

**Motion:** ( Moen/ Wenzel ) to approve change of ownership fee. Motion carried.

**Economic Support Presentation:** Roemhild gave an overview presentation on different programs and answered questions.

**Department Updates:**

**DHHS:** Potts-Shufelt spoke about several retirements and open positions. The new electronic health record will hopefully be implemented by this fall.

**Child Support:** Muench spoke about a retirement, the legal secretary taking that position and the new legal secretary started.

**Set next meeting date:** April 27, 2026, at 9:30 am

**Future Agenda Items:** Co-responder updates

Bartlett thanked Banks for his years of service on the DHHS board.

**Adjourn** – adjourned by unanimous consent at 10:24 a.m.

Respectfully submitted by Pam Gannon, Administrative Assistant and Samantha Nelson,  
Administrative Assistant.

*(Minutes are not official until approved by the DHHS Board.)*



## BARRON COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES



### Issue Paper- May 2026 Addition of 1 FTE Economic Support Lead or Worker

#### **Issue:**

2025 Wisconsin Act 116 provided funding for Income Maintenance agencies to review benefit calculations for SNAP cases before benefits are paid out in order to reduce our SNAP payment error rate and avoid the new federal requirement to pay a portion of SNAP benefits as required under P.L. 119-21. The goal is to maintain a payment error rate under 6%. Additional ES workers are to be hired with this funding to perform QA.

#### **Goal:**

The Great Rivers Consortium current proposal will use the newly acquired state funding to hire 6 additional workers for these QA positions, a lead worker and possibly a manager. We would like Barron County to be a hiring agency of 1 of these positions, either a lead or worker.

#### **Background:**

The funds provided to the Great Rivers Consortium is \$1,017,575.00, do not require county match, and are to be used for the following purposes and with the expectations listed below from the State of Wisconsin:

- Assign staff with experience in FoodShare eligibility to perform SNAP quality assurance reviews using the tool determined by DHS, currently the Pre-Certification Tool, to review a minimum of 25% of FoodShare cases each month prior to the issuance of benefits.
- In addition to the reviews using the Pre-Certification tool, these quality assurance staff may also participate in additional quality control efforts on the local and state level. Some examples include but are not limited to participating in statewide efforts to understand and remedy error patterns and make systemic improvements, perform additional verifications, and provide consortia level support to SNAP quality assurance to improve worker decision making.
- Great Rivers Consortium will submit a FoodShare (SNAP) Quality Assurance Review plan for how they plan to utilize the funds provided through this addendum, including any changes to staffing patterns to account for the additional funding (for example: tenured staff will move into these positions and new staff will be hired for eligibility work). The plan shall be submitted no later than 30 days from the date the agreement is signed.
- Consortia may not supplant their existing level of effort of funding Income Maintenance with these funds. The funds are intended to supplement, not replace the existing level of funding contributions by Consortia. Consortia must preserve documentation for future audits that evidence how funds were spent to supplement their level of effort.

#### **Alternatives:**

1. No Change/do nothing – This alternative will keep Barron County status quo and not give our internal staff an opportunity for advancement into a lead position. This also then counts on other counties in the consortium to take on the burden of all of these positions.
2. Hire one FTE Economic Support worker/lead. This will ensure that Barron County remains in good standing within the Great Rivers Consortium and allows us to

continue to have an equal voice in decision making. This position would be fully funded through the Act 116 funding which will be put into our contract funding each year moving forward.

**Recommendation:**

The Barron County Department of Health and Human Services Committee forwards a programmatic recommendation of the addition of 1 county FTE Economic Support position to the Executive Committee for consideration of adjusting (increasing) the 2026 Department of Health and Human Services budget to allow for the addition of said position and include this position as a permanent FTE in the 2027 Budget.

**CHILD SUPPORT - Exhibit #3 Pd 3 2026 Financials**  
**Summary Child Support Financial Statements**  
**Period Ending: 3/31/2026**

Date 05/19/26  
 Time 7:51 AM  
 Preparer RCS

*Internal Management Memorandum*  
*Unaudited Draft for Discussion Purposes Only*

	ADJUSTED BUDGET	PERIOD	YTD	AVAILABLE BUDGET	PROJECTED 12/31/2026	PY YTD	DIFFERENCE
Revenues - All Sources	1,069,093	7,827	7,827	1,061,266	1,003,681	1,018,725	(1,010,898)
CS NIVD ACTIVITIES	988	181	181	807	740	214	(33)
CS NONREIMBURSED	1,480	194	194	1,286	791	127	66
CS SHARED	76,653	18,654	18,654	57,999	76,170	18,380	274
CS MIXED	351,970	71,209	71,209	280,761	290,772	78,611	(7,401)
CS REIMBURSEMENT	504,276	122,469	122,469	381,807	500,081	109,803	12,666
CS FEES	-	-	-	-	-	-	-
BLOOD TEST EXPENDITURES	2,500	286	286	2,214	1,168	637	(351)
INDIRECT COSTS	85,220	27,831	27,831	57,389	113,645	19,227	8,604
COUNTY COOPERATIVE AGREEMENTS	46,006	4,975	4,975	41,031	20,315	5,955	(980)
TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-
Gross Expenditures	1,069,093	245,799	245,799	823,293	1,003,681	232,954	12,846
LESS TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-
Net Expenditures	1,069,093	245,799	245,799	823,293	1,003,681	232,954	12,846
Revenues in Excess/(Deficit) of Expenditures	-	(237,973)	(237,973)	237,973	-	785,771	(1,023,744)

Accounts Recievable

-

Revenues in Excess of Expenditures

(237,972.71)

**CHILD SUPPORT - Exhibit #3 Pd 13 2025 Financials**  
**Summary Child Support Financial Statements**  
**Period Ending: 12/31/2025**

Date 05/19/26  
 Time 7:51 AM  
 Preparer RCS

*Internal Management Memorandum*  
*Unaudited Draft for Discussion Purposes Only*

	ADJUSTED BUDGET	PERIOD	YTD	AVAILABLE BUDGET	PROJECTED 12/31/2025	PY YTD	DIFFERENCE
Revenues - All Sources	1,017,553	179,662	1,045,545	(27,992)	1,024,546	1,018,725	26,820
CS NIVD ACTIVITIES	936	8	842	94	842	946	(104)
CS NONREIMBURSED	1,404	16	708	696	708	612	96
CS SHARED	68,481	1,847	74,102	(5,621)	74,102	71,726	2,375
CS MIXED	333,946	7,808	352,785	(18,839)	352,785	329,018	23,768
CS REIMBURSEMENT	491,557	11,608	485,085	6,473	485,085	465,114	19,970
CS FEES	-	-	-	-	-	-	-
BLOOD TEST EXPENDITURES	2,500	-	2,236	264	2,236	1,420	816
INDIRECT COSTS	72,723	-	76,908	(4,185)	76,908	72,842	4,066
COUNTY COOPERATIVE AGREEMENTS	46,006	8,060	31,880	14,126	31,880	35,339	(3,459)
TRANSFER TO GENERAL FUND	-	-	-	-	-	41,707	(41,707)
Gross Expenditures	1,017,553	29,347	1,024,546	(6,993)	1,024,546	1,018,725	5,821
LESS TRANSFER TO GENERAL FUND	-	-	-	-	-	41,707	(41,707)
Net Expenditures	1,017,553	29,347	1,024,546	(6,993)	1,024,546	977,018	47,528
Revenues in Excess/(Deficit) of Expenditures	-	150,315	20,999	(20,999)	-	41,707	(20,708)
Accounts Recievable				-			
Revenues in Excess of Expenditures				<u>20,998.91</u>			

DHHS - Exhibit #2 - 13 2025 Financials  
 Summary DHHS Financial Statements by Program Area  
 Period Ending: 12/31/2025

Date 05/19/26  
 Time 7:50 AM  
 Preparer RCS

*Internal Management Memorandum*  
*Unaudited Draft for Discussion Purposes Only*

	ADJUSTED BUDGET	PERIOD	YTD	AVAILABLE BUDGET	PROJECTED 12/31/2025	PY YTD	DIFFERENCE	
Revenues - All Sources	22,122,695	1,540,900	21,966,891	155,803	\$20,819,056	21,224,937	741,954	3%
<b>Department/Agency - Expenditures</b>								
Adult Protection	1,360,723	41,741	932,268	428,455	951,294	845,213	87,055	9%
Access Services, Children & Families Youth Aids	6,939,291	(53,369)	6,814,642	124,649	6,814,642	6,436,725	377,916	6%
Behavioral Health	9,568,196	550,551	9,173,988	394,208	9,173,988	9,311,910	(137,921)	-2%
Public Health	2,526,147	(117,827)	2,564,082	(37,935)	2,564,082	2,486,630	77,453	3%
Economic Support	1,728,337	32,871	1,688,937	39,399	1,723,406	1,599,251	89,687	5%
Agency Overhead	-	-	3,460	(3,460)	3,530	489,586	(486,126)	
<b>Total</b>	<b>22,122,695</b>	<b>453,968</b>	<b>21,177,377</b>	<b>945,317</b>	<b>21,230,942</b>	<b>21,169,314</b>	<b>8,064</b>	<b>0%</b>
Less: Transfer to General Fund				-	-	(474,467)		
<b>Total</b>			<b>21,177,377</b>		<b>21,230,942</b>	<b>20,694,847</b>		
<b>Revenues in Excess/(Deficit) of Expenditures</b>	<b>-</b>	<b>1,086,932</b>	<b>789,514</b>	<b>(789,514)</b>	<b>(411,886)</b>	<b>530,090</b>	<b>733,891</b>	

\* Estimated revenues based on expenditures and current contract balances.

Expenditures are reported to the state a month after the costs are incurred. We are then reimbursed for the costs three months after the costs are incurred.

DHHS - Exhibit #2 - 13 2025 Financials  
 Summary DHHS Financial Statements by Program Area  
 Period Ending: 3/31/2026

Date 05/19/26  
 Time 7:49 AM  
 Preparer RCS

*Internal Management Memorandum*  
*Unaudited Draft for Discussion Purposes Only*

	ADJUSTED BUDGET	PERIOD	YTD	AVAILABLE BUDGET	PROJECTED 12/31/2026	PY YTD	DIFFERENCE	
Revenues - All Sources	22,625,382	2,052,910	3,626,652	18,998,730	\$22,121,219	887,544	2,739,108	76%
<b>Department/Agency - Expenditures</b>								
Adult Protection	1,142,854	613,818	613,818	529,037	2,557,573	530,788	83,030	14%
Access Services, Children & Families Youth Aids	7,112,016	1,719,248	1,719,248	5,392,768	7,020,261	1,537,770	181,478	11%
Behavioral Health	9,926,218	1,913,814	1,913,814	8,007,705	7,814,739	2,080,572	(166,758)	-9%
Public Health	2,608,864	626,710	626,710	1,982,154	2,559,065	621,740	4,970	1%
Economic Support	1,835,429	390,625	390,625	1,444,805	1,627,603	387,064	3,560	1%
Agency Overhead	-	531	531	(531)	2,212	49	482	
<b>Total</b>	<b>22,625,382</b>	<b>5,264,744</b>	<b>5,264,744</b>	<b>17,355,938</b>	<b>21,581,454</b>	<b>5,157,983</b>	<b>106,762</b>	<b>2%</b>
Less: Transfer to General Fund				-	-	-		
<b>Total</b>			<b>5,264,744</b>		<b>21,581,454</b>	<b>5,157,983</b>		
<b>Revenues in Excess/(Deficit) of Expenditures</b>	<b>-</b>	<b>(3,211,834)</b>	<b>(1,638,092)</b>	<b>1,642,792</b>	<b>539,766</b>	<b>(4,270,439)</b>	<b>2,632,346</b>	
Qtrly Avg Revenues		6,806,529						
YTD Avg Revenues		22,121,219						
YTD Revenues		3,626,652						
Excess/(Deficit) in Revenues		(18,494,567)						
Total St Aid Receivable			<u>18,494,567</u>					

\* Estimated revenues based on expenditures and current contract balances.

Expenditures are reported to the state a month after the costs are incurred. We are then reimbursed for the costs three months after the costs are incurred.