External Audit Review Oversight Committee Minutes
July 18, 2016 – 6:00 P.M.

The meeting was called to order at 6:00 p.m. by County Board Chair, Russell Kottke in Rooms F & G of the Administration Building.

Members present: Russell Kottke, Mary Bobholz, Michael Malloy and David Frohling.

Also present were: James Mielke, County Administrator, Ken Kamps Fiscal and Support Services Division Manager, County Board Member Jeff Berres, Finance Director Julie Kolp, and WBEV Radio Station Reporter John Muir.

Kottke certified that public notice was given for this meeting and complies with the requirements of Wisconsin's open meetings law.

A motion was made by Kottke and seconded by Malloy to nominate Frohling as Committee Chair. Bobholz moved nominations be closed and a unanimous ballot be cast for Frohling as Committee Chair. Second by Kottke. The motion carried.

A motion was made by Frohling and seconded by Kottke to nominate Bobholz as Committee Vice-Chair. Kottke moved nominations be closed and a unanimous ballot be cast for Bobholz as Committee Vice-Chair. Second by Malloy. The motion carried.

A motion was made by Bobholz and seconded by Malloy to nominate Kottke as Committee Secretary. Bobholz moved nominations be closed and a unanimous ballot be cast for Kottke as Committee Secretary. Second by Frohling. The motion carried.

There was no public comment.

A motion was made by Kottke and seconded by Frohling to approve the minutes of the March 15, 2016 meeting as presented. The motion carried.

Frohling called upon Ken Kamps who reviewed the Baker Tilly Operational Review chart. Kamps reviewed item #7 of the chart and informed those present that Medicaid/Medicare and private insurance go through a clearing house to be processed. He also reported that write-offs are approximately $400,000.00/year or about 50%-60% of charge outs for the year.

Kamps further reported budgets are reviewed monthly by the division managers, and on-call coverage for clinical services began on May 2, 2016. Kamps went on to report that bank deposits are made on a weekly basis and NetSmart software program is scheduled to go live on September 1, 2016.

Next suggested meeting is scheduled for Monday, October 10, 2016, at 6:00 p.m.

With no further business on the agenda, Chair Frohling declared the meeting adjourned at 6:56 p.m.

Russell Kottke

Russell Kottke, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.