

**Waukesha County Board of Supervisors**

**Minutes of the Executive Committee  
Monday, February 19, 2024**

2<sup>nd</sup> Vice Chair Heinrich called the meeting to order at 8:30 a.m.

**Present:** Supervisors Jim Heinrich, Jacob LaFontain, Larry Nelson, and Peter Wolff

**Absent:** Supervisors Paul Decker, Tyler Foti, and Keith Hammitt

**Also Present:** Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, Administrative Specialist Barbara Hollander, Engineering Services Manager Brett Wallace, Senior Financial Analyst Willem Weigel, Supervisor Darlene Johnson, Baker Tilly staff via Teams (Dan Hedden, Stacey Gill and Kate Murdock)

**Approve Minutes of January 22**

MOTION: Wolff moved, second by LaFontain to approve the minutes of January 22. Motion carried 4-0

**Next Meeting Date**

March 18

**Announcements**

Reminder to respond to open records request using language provided by Sarah Spaeth.

**Discuss and Consider Ordinance 178-O-090 Modify The 2024 Capital Project Budget To Increase Expenditures For Capital Project #201005 – CTH I, CTH ES To CTH O Rehabilitation**

Wallace presented that this ordinance modifies the 2024 Capital Projects budget to increase expenditures by \$236,981 for project #201005 CTH I, CTH ES to CTH O Rehabilitation. The county maintains a Highway Capital Project Reserve Fund (separate from the Capital Project Fund and funded by remaining project balances) to cover invoices received after projects have closed. The post-closure invoice for this project exceeds the \$93,766 balance currently in the reserve fund. This ordinance would approve the use of \$236,981 of Capital Project Fund balance to cover this invoice.

MOTION: Wolff moved, second by LaFontain to approve Ordinance 178-O-090. Motion carried 4-0

**Discuss and Consider Ordinance 178-O-091 Modify The 2024 Capital Project Budget To Increase Expenditures For Capital Project #200810, CTH CW At Ashippun River Bridge**

Wallace presented that this ordinance modifies the 2024 Capital Projects budget to increase expenditures by \$89,872 for project #200810 CTH CW at Ashippun River Bridge. The county maintains a Highway Capital Project Reserve Fund (separate from the Capital Project Fund and funded by remaining project balances) to cover invoices received after projects have closed. The post-closure invoice for this project exceeds the \$93,766 balance currently in the reserve fund. This ordinance would approve the use of \$89,872 of Capital Project Fund balance to cover this invoice.

MOTION: Wolff moved, second by Nelson to approve Ordinance 178-O-091. Motion carried 4-0

**Internal Audit Update with Baker Tilly and Discuss and Consider Audit Scope for Waukesha County's Wisconsin Medicaid Cost Reporting Process**

Hedden, Gill and Murdock introduced themselves and gave a brief background of their experience. This will be the team working with Waukesha County on the Wisconsin Medicaid Cost Reporting audit. Later this week, there will be kick-off call scheduled to start getting into the details of the timing and service delivery plan.

Baker Tilly will perform a review of the Waukesha County's Wisconsin Medicaid Cost Reporting (WIMCR) process. The review will focus primarily on the County's completion of the WIMCR process and procedures specific to reimbursement reporting and associated risks and internal controls.

The audit will include the following tasks:

- I. Interview Health & Human Services department team members to confirm existing processes and conduct process mapping
- II. Review eligible services and select a sample of reported costs to determine compliance with the criteria for allowable reimbursements in accordance with WIMCR instructional manual
- III. Assess the systems and automated tools used to calculate the reimbursement amounts

This audit will be conducted in three phases: Planning, Fieldwork and Reporting

The anticipated end date of the audit is 4/30/2024. It is expected to take 377 hours of effort, with an overall not-to-exceed cost of \$79,405.

Heinrich emphasized the need for timeliness and said he hopes the auditors stay firm on the anticipated end date. He also stressed the need for good communication between Baker Tilly and the county with regard to such things as changes in staff, any concerns along the way, or if they anticipate not being able to meet the end date in the scope.

MOTION: LaFontain moved, second by Nelson to accept the Audit Scope for Waukesha County's Wisconsin Medicaid Cost Reporting Process. Motion carried 4-0

**Discuss and Consider the Following Appointment:  
178-A-048 Rick Beutler Appointment To The Wisconsin River Rail Transit Commission**

MOTION: LaFontain moved, second by Wolff to approve the appointment of Rick Beutler to the Wisconsin River Rail Transit Commission. Motion carried 4-0

**Legislative Update**

Fraleigh reported that there have been some positive bipartisan bills that have made it through both houses and are now waiting for the governor's signature, one of which is the Kinship Care Payment bill, which will allow like-kin in a child's life to assume care of that child and qualify for the Kinship

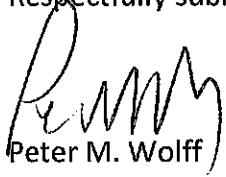
Care payments. Fraley reported that the county is looking into various resources, including pursuit of congressional directed spending, to help with the deficit in the Moorland Road project.

**Standing Committee Reports**

Wolff, LaFontain, Fraley (Public Works) gave reports on their respective committees.

MOTION: Wolff moved, second by LaFontain to adjourn at 9:21 a.m. Motion carried 4-0

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'P. Wolff', is written over the typed name.

Peter M. Wolff

Secretary – Executive Committee