



County of Portage

Finance Department

1462 Strongs Avenue
Stevens Point, WI 54481
Phone: (715) 346-1330
Fax: (715) 346-1634

January 31, 2019

You are hereby notified that there will be a meeting of the **Finance Committee** to be held on **Monday, February 4, 2019 at 5:00 p.m.** in Conference Room 1 & 2 of the Portage County Annex, 1462 Strongs Avenue, Stevens Point, Wisconsin 54481.

AGENDA:

Call to Order

Review & Approval of Minutes

Director's Reports

- Finance Update
 - Staffing Update
 - Munis Version Upgrades
 - 2019 Sales Tax Report
 - Correspondence
- Purchasing Update
- Information Technology Update
- County Executive Update

***PUBLIC NOTICE:** Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order*

Discussion and Possible Action regarding Resolution for Cancellation of Outstanding Checks Issued Prior to January 1, 2018

Discussion and Possible Action regarding Resolution Authorizing the Addition of 1.0 FTE for a New Economic Support Services Benefit Recovery Specialist Position for the PCHHS Department to be Funded with Existing Enhanced Medicaid Program Funds and a Subsequent Budget Adjustment

Discussion and Notice regarding Accounts Receivable Write-Offs

- Amounts less than \$20 (Notice only – previously authorized by Department Director)
- Amounts of \$20 - \$999 (Notice only – previously authorized by Finance Director)

(Continued on next page)

Important Notices

1. A quorum of any given Portage County committee including the County Board and the Executive Operations Committee may be present at this meeting.
2. Any person who has special needs and plans on attending this meeting should contact the Finance Department at 715-346-1330 as soon as possible to ensure that reasonable accommodations can be made.

Discussion and Possible Action regarding Accounts Receivable Write-Offs

- Amounts of \$1,000 - \$5,000
- Amounts over \$5,000

Adjourn

Next Meeting Dates:

February 18, 2019

Portage County Wisconsin
Finance Committee
January 7, 2019

Members Present: Jim Gifford, Dave Ladick, Larry Raikowski, Dennis Raabe

Excused: Jeanne Dodge

Absent: none

Also Present: Jenni Jossie, David Ray, Chris Holman, Al Hawker

Call to Order

Meeting called to order at 5:00 p.m. by J. Gifford.

Review & Approval of Minutes

Motion by L. Raikowski, seconded by D. Ladick to approve meeting minutes of December 17, 2018. Motion carried.

Vendor Invoice Lists

December vendor invoice lists were reviewed and placed on file.

Director's Reports

- Finance Update
 - Staffing Update
 - Fiscal Year 2018 Interim Audit Fieldwork
 - 2018 Sales Tax Report
 - Correspondence
- Purchasing Update
- Information Technology Update
- County Executive Update

J. Jossie updated the committee on Finance Department staffing. J. Jossie provided an update on the interim audit fieldwork – the auditors suggested two improvement areas to meal site reconciliations and parks deposits – Finance staff will follow up with those departments to suggest changes. J. Jossie reviewed the sales tax report.

Purchasing was not available for an update.

Information Technology has seen an increase in fraud scams via email, has filled the vacant Network position, and is preparing for an upgrade to the I Series/AS400.

County Executive Holman shared with the Committee he is speaking with Human Resources about changes to the vacation policy. CE Holman also shared an update on the end of year status of the Treasurer's Office during this interim period – staff are handling the situation well.

Public Notice

No one registered for public comment.

Adjourn into closed session pursuant to Wis. Stats. Section 19.85 (1) (e), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Corporation Counsel will provide a verbal report on current status of the Lieberman v. Portage County, et al. lawsuit and make a recommendation to retain outside counsel to represent the county defendants on insurance coverage issues in that lawsuit.

Motion by D. Ladick to reconvene into closed session, seconded by D. Raabe. Passed by roll call vote.

Motion by D. Ladick to reconvene into open session seconded by L. Raikowski. Passed by roll call vote.

Return to open session for discussion and possible action on matters reviewed and considered in closed session, if necessary.

Motion by J. Gifford to authorize Corporation Counsel to sign the letter of engagement as discussed in closed session, seconded by D. Raabe. Motion carried.

Adjourn

Motion by L. Raikowski, seconded by D. Ladick to adjourn. Motion carried.

Next Meeting Dates:

January 21, 2019

February 4, 2019

PORTAGE COUNTY SALES TAX REVENUE

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	331,312	375,059	310,412	453,289	523,477	521,058	539,937	416,635	444,934	579,545
February	359,368	419,814	523,401	461,873	406,635	396,330	406,458	547,020	646,936	842,661 *
March	351,079	351,648	340,793	380,286	364,731	392,166	430,132	467,208	453,339	590,493 *
April	377,082	391,714	337,330	326,886	411,004	512,493	637,798	417,713	378,323	492,782 *
May	320,224	325,126	455,889	467,869	491,620	475,649	421,201	517,162	589,732	768,150 *
June	458,408	460,375	489,006	399,471	378,880	456,032	612,578	563,244	615,070	801,154 *
July	472,861	436,815	352,158	501,112	529,713	560,602	540,567	486,777	553,990	721,596 *
August	303,275	450,540	512,676	524,178	554,793	515,545	511,177	614,278	747,932	974,212 *
September	476,419	454,888	447,624	388,931	395,246	538,515	542,566	593,388	517,149	673,609 *
October	474,340	380,458	464,877	444,970	551,922	551,005	546,668	517,509	596,047	776,377 *
November	415,805	471,638	481,847	512,687	457,850	449,526	550,633	613,430	648,125	844,211 *
December	454,033	476,628	458,485	428,720	468,737	562,608	551,313	570,023	485,726	632,678 *
TOTAL REVENUE RECEIVED	4,794,204	4,994,704	5,174,499	5,290,272	5,534,608	5,931,529	6,291,028	6,324,387	6,677,303	8,697,468
BUDGETED REVENUE	4,900,000	4,950,000	4,950,000	5,150,000	5,400,000	5,616,000	6,175,500	6,711,500	6,701,473	6,995,688
SURPLUS/DEFICIT REVENUE	(105,796)	44,704	224,499	140,272	134,608	315,529	115,528	(387,113)	(24,170)	1,701,780
Average Monthly Revenue	399,517	416,225	431,208	440,856	461,217	494,294	524,252	527,032	556,442	579,545
2019 YTD ACTUAL (% of budgeted revenue):	8.28%									
2019 YTD PROJECTION (% of budgeted revenue):	124.33%									
2018 YTD Actual Revenue	444,934									
2019 YTD Actual Revenue	579,545									
2019 YTD compared to 2018 YTD	30.25%									

* Estimated using prior year plus YTD percentage change trend.

RESOLUTION NO. _____

TO: THE HONORABLE CHAIRMAN AND MEMBERS OF THE PORTAGE COUNTY BOARD OF SUPERVISORS

RE: CANCELLATION OF OUTSTANDING CHECKS ISSUED PRIOR TO JANUARY 1, 2018

WHEREAS, the checks listed on the attached sheet were issued by the Portage County Treasurer prior to January 1, 2018; and

WHEREAS, the checks listed on the attached sheet have not been cashed by the payees; and

WHEREAS, the County Treasurer has made every effort to trace the checks listed on the attached sheet; and

WHEREAS, a list of the payees and check numbers will be published in compliance with Wisconsin Statutes 59.66 and payees will have an opportunity to have the cancelled checks reissued.

FISCAL NOTE: If the payees do not request to have the checks reissued, the funds will be retained by Portage County.

NOW, THEREFORE, BE IT RESOLVED, by the Portage County Board of Supervisors that the attached list of outstanding checks be cancelled.

DATED THIS 19TH DAY OF FEBRUARY, 2019.

RESPECTFULLY SUBMITTED,

PORTAGE COUNTY FINANCE COMMITTEE

Jeanne Dodge, Chair

Jim Gifford, Vice Chair

Dave Ladick

Larry Raikowski

Dennis Raabe

<u>Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Amount</u>
01/08/16	605645	Broga, Russell B 10305 90TH ST S WISCONSIN RAPIDS WI 54494	\$104.00
02/05/16	606257	Jeanette Osowski 3124 Jefferson St. Stevens Point WI 54481-4232	\$888.38
02/19/16	606540	State of WI Dept of Transportation 1001 Maple Bluff Road Stevens Point WI 54482	\$28.00
03/04/16	606985	Engelbright, Ryan D 3445 WILSON AVE PLOVER WI 54467	\$45.48
03/18/16	607392	Olive Hintz 2131 Springcrest C/O Norman Ryskoski Green Bay WI 54304	\$85.42
05/13/16	608562	Mansavage, Mark J 2224 4TH AVE STEVENS POINT WI 54481	\$78.86
05/27/16	608805	Schmidt & Grace Law Office 250 East Grand Ave Wisconsin Rapids WI 54494	\$1,241.50
06/10/16	609169	Jamie Hoff 5362 Clarices Cir Stevens Point WI 54481	\$100.00
08/05/16	610395	Richard Moloney 525 House Road New London WI 54961	\$21.00
08/05/16	610406	Suzanne DuBois 4609 Nicolet Ave Stevens Point WI 54481	\$100.00
09/02/16	610925	Anderson, Eric Arthur 2200 WASHINGTON AVE PLOVER WI 54467	\$22.90
09/02/16	611018	Straub, Sarah Charlene 2040 JAY MAR RD #2 PLOVER WI 54467	\$95.28

<u>Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Amount</u>
09/16/16	611331	Portage Co Register of Deeds Co City Bldg 1516 Church St Stevens Point WI 54481	\$60.00
01/04/17	614200	Paul F Schulist 3797 COUNTY ROAD J CUSTER WI 54423	\$25.05
01/04/17	614213	Ray C Flowers Sr PO BOX 276 JACKSON WI 53037-0276	\$78.79
01/04/17	614013	Brian L & Johanna J Sloss 1842 FLOWING BROOK CT PLOVER WI 54467	\$88.38
01/06/17	614431	Grabski Daniel S 3641 ANNE MARIE DRIVE #8 PLOVER WI 54467	\$25.06
01/31/17	614963	Sean LS & Erika L Mantei 2420 SUNRISE CT PLOVER WI 54467	\$53.33
02/09/17	615253	Lucas R & Stephanie A Footit 2421 ANNE'S DR PLOVER WI 54467	\$44.68
02/17/17	615591	Town of Alban Dog Commissions PO BOX 303 Rosholt WI 54473	\$25.50
02/17/17	615450	Fliss, Patrick J 3250 COUNTY ROAD A ROSHOLT WI 54473	\$38.90
02/17/17	615462	Hoppe, Daniel J 2008 MCCULLOCH ST STEVENS POINT WI 54481	\$40.07
02/17/17	615435	Blanker, Kathryn A 5981 MELROSE CT Stevens Point, WI 54482	\$43.82
02/17/17	615457	Hackbarth, Richard Keith 5515 RIVERVIEW CT STEVENS POINT WI 54482	\$136.26

<u>Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Amount</u>
03/03/17	615805	Nyanna E Dixon 640 2nd St North Apt 3F Stevens Point, WI 54481	\$34.40
03/31/17	616405	Roman Slowinski 2432 Clark St Stevens Point, WI 54481	\$300.00
03/31/17	616455	Town of Eau Pleine Treasurer Cynthia A Skibinski 3073 County Road G Junction City WI 54443-9999	\$3,866.97
04/14/17	616693	Martin, Cory Addison 413 Sycamore Avenue Plover WI 54467	\$20.71
05/26/17	617516	Judy Young 1615 Riverview Ave Stevens Point WI 54481	\$1,020.00
06/09/17	617737	Zdroik Lisa Ann Zdroik Regina 7082 10TH ST STEVENS POINT WI 544820000	\$53.84
08/04/17	618741	Detert, Brittany Lynn 2642 RIVER RD JUNCTION CITY WI 54443	\$28.20
08/04/17	618767	Jason Wiechert 8858 Spring Lake Rd Amherst, WI 54406	\$60.33
09/01/17	619342	Rhonda or Dennis Laszewski 571 Casimir Road West Stevens Point, WI 54481	\$58.15
09/15/17	619642	Lynch, Shannon Lea 3431 EVERGREEN CT PLOVER WI 54467	\$24.99
09/15/17	619656	Nemec, Elizabeth Ann 3640 BENTLEY RD CUSTER WI 54423	\$30.34
09/15/17	619641	Lila, Jonathon Clifford 5244 GERALDS RD STEVENS POINT WI 54481	\$40.36

<u>Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Amount</u>
10/13/17	620222	Grzywacz, Juanita Mae 617 GRANT ST STEVENS POINT WI 54481	\$30.34
10/13/17	620321	Sr Joanne Wachowiak 1300 Maria Dr Stevens Point WI 54481	\$150.04
10/27/17	620518	Justin Jezeski 241 17th Ave North WI Rapids WI 54495	\$23.20
11/10/17	620903	McNiff, Taylor Jane 840 Commons Circle, Apt 12 Plover WI 54467	\$22.85
11/10/17	620866	Grassl, Brian D 2700 LAKE VIEW DR JUNCTION CITY WI 54443	\$28.20
11/22/17	621113	Registration Fee Trust WI Dept of Transportation 1001 Maple Bluff Rd Suite 2 Stevens Point WI 54481	\$35.00
11/22/17	621114	Registration Fee Trust 1001 Maple Bluff Rd Suite 2 Stevens Point WI 54481	\$49.00
12/08/17	621422	Dahms, Bruce Bernard 1296 RIDGE RD CUSTER WI 54423	\$29.81
12/19/17	621562	Adam J & Stephanie M Molski 1941 STRANGE ST STEVENS POINT WI 544810000	\$25.47
12/22/17	622005	WSCPM Kyle Hofstetter W11051 Timber Ridge Trl Lodi WI 53555	\$45.00
			<u>\$9,447.86</u>

RESOLUTION NO. _____

TO: THE HONORABLE CHAIRMAN AND MEMBERS OF THE PORTAGE COUNTY BOARD OF SUPERVISORS:

RE: AUTHORIZING THE ADDITION OF 1.0 FTE FOR A NEW ECONOMIC SUPPORT SERVICES BENEFIT RECOVERY SPECIALIST POSITION FOR THE PCHHS DEPARTMENT TO BE FUNDED WITH EXISTING ENHANCED MEDICAID PROGRAM FUNDS AND A SUBSEQUENT BUDGET ADJUSTMENT

WHEREAS, the Portage County Health and Human Services Department has been a member of the IM Central Consortium for Economic Support programs since 2011; and

WHEREAS, the consortium has seen substantial growth in the number of cases for Food Share, Medicaid, and Child Care since 2011; and

WHEREAS, the department is responsible for the benefit recovery for the entire consortium and has only had one dedicated position to accomplish this task and the rise in the case load now requires additional attention being paid to the benefit recovery aspect of the program; and

WHEREAS, the department has identified funding for an additional 1.0 FTE Benefit Recovery Specialist position utilizing enhanced Medicaid Funding allocated to the consortium; and

WHEREAS, per Portage County Human Resources Ordinance 3.11.5.1 – Authorization for New Positions, Procedure – Permanent, section E, the County Executive, the Health and Human Services Board, the Finance Committee and the Human Resources Committee have evaluated this staff request for need and justification and recommend the position be approved; and

WHEREAS, in order to comply with Portage County Fiscal Ordinance 3.8.8 Budget Adjustment Resolutions, any budget modification requires County Executive, legislative oversight, and Finance Committee approval and 2/3 super majority of the County Board

FISCAL NOTE: This adjustment will increase the budget expenses by \$69,591 (Account #22414040 51100) increase the revenue account by \$69,591 (Account # 22414040 51100). This resolution is fully supported by contracted grant funds. This resolution requires a 2/3 majority vote of the county board.

NOW, THEREFORE, BE IT RESOLVED, that the Portage County Board of Supervisors approves, adopts and authorizes the 2019 new staff request of a 1.0 FTE Benefit Recovery Specialist position as set forth herein

BE IT FURTHER RESOLVED, by the Portage County Board of Supervisors that the budget adjustment to increase Economic Support by \$69,591 for Portage County Health and Human Services Department is authorized, ratified and endorsed for the year 2019.

Dated this 19th day of February, 2019.

Respectfully submitted, February 7th 2019
Portage County Human Resources Committee

James Gifford, Chair

Matt Jacowski

Larry Raikowski, Vice Chair

Vinnie Miresse

Gerry Zastrow

Respectfully submitted, January 28th 2019
Health and Human Services Board

Chris Doubek, Chair

Gerry Zastrow, Vice Chair

Jeanne Dodge

Dr. Joseph Jarabek

Chai Moua

Bob Gifford

James Clark

Dave Medin

Donna Warzynski

Respectfully Submitted, February 4th 2019
Portage County Finance Committee

Jeanne Dodge, Chair

James Gifford, Vice-Chair

Larry Raikowski

Dennis Raabe

Dave Ladick

**PORTAGE COUNTY
2018 DEBT WRITE-OFFS
ACCOUNTS WITH A BALANCE LESS THAN \$20**

In accordance with the Financial Management Policy and Procedure Manual, Chapter 1: Debt Collection, below is a listing of bad debt write-offs for accounts that had a balance less than \$20 and the outstanding balance was greater than 180 days old. After the debt write-offs were approved by the Department Director or designee, the write-offs were reported to the Finance Department. The write-offs have also been removed from the department accounts receivable listings.

DEPARTMENT/ MONTH	ACCOUNT	WRITE-OFF REASON	TOTAL
SHERIFF			
July	Multiple	Accounts less than \$20	273.07
October	Multiple	Accounts less than \$20	344.50
October	847	Accounts less than \$20	10.00
October	1469	Accounts less than \$20	2.75
Total Amount of Sheriff write-offs under \$20			630.32
Total Amount of write-offs under \$20 for All Departments			630.32

**PORTAGE COUNTY
2018 DEBT WRITE-OFFS
ACCOUNTS WITH A BALANCE OF \$20 - \$999**

In accordance with the Financial Management Policy and Procedure Manual, Chapter 1: Debt Collection, below is a listing of bad debt write-offs for accounts that had a balance of \$20 - \$999. The write-offs were reported to the Finance Department, authorized by the Finance Director, and removed from the department accounts receivable listings.

DEPARTMENT/ MONTH	ACCOUNT	DATE OF SERVICES	SERVICES	WRITE-OF REASON	TOTAL
HEALTH CARE CENTER					
December	4212	10/2017	Med B Copay	Billed Sept twice, missed billing October	120.40
December	4322	10/2017	Med B and Copay	Medicare Advantage plan evals not paid-cannot bill Med B	156.05
December	4201	6/2017	Resident Liability	Patient deceased-no estate	424.35
December	4127	11/2016	Resident Liability	Patient deceased-no estate	918.67
December	4115	2/2017	Med B Copay	Medicaid billed, Resident switched to Family Care, past timely filing	86.58
December	4282	9/2017	Med B and Copay	Advocare Part B and Coinsurance-Not authorized	396.18
December	2012	3/2017	Med Adv Part B	Insurance paid portion-other not authorized	881.83
December	3833	1/2017 - 12/2017	Family Care- Therapy	No Medicare, Therapy claims denied	617.10
December	4141	1/2017	Medicare Part B/Family Care	Family Care paid-balance remaining	20.99
December	3144	4/2017	Med A Co/ Family Care	Family Care paid-Past timely filing	822.50
December	4281	8/2017	Med B/ Advocare	Advocare denied claim	145.16
December	4234	5/2017	Med Adv Part B-Network	Network denied- No G codes	151.79
December	4331	11/2017	Med B Copay/Family Care	Part B copay-denied, past timely filing	358.10
December	3846	2/2017	Med Adv B/ Network	Network denied- No G codes	59.53
December	4279	8/2017	Med A Copay	No authorization, claim denied	493.50
December	4181	4/2017	Med Adv Part B	No authorization, claim denied	906.18
Total Amount of Health Care Center write-offs between \$20-\$999					6,558.91
HEALTH & HUMAN SERVICES					
September	83367	5/2012	Inpatient	Statute of limitations exhausted	800.00
September	40604	6/2012	Inpatient	Statute of limitations exhausted	800.00
September	91492	5/2012	Inpatient	Statute of limitations exhausted	615.00
September	92081	6/2012	Crisis	Acct submitted to collections, statute of limitations exhausted	27.75
September	60591	6/2012	Inpatient	Statute of limitations exhausted	615.00
September	30647	8/2012	Inpatient	Client had no ability to pay, statute of limitations exhausted	615.00
September	91004	6/2012	Inpatient	Submitted to collections, no ability to pay, statute of limitations exhausted	615.00
September	33527	5/2012 - 6/2012	Inpatient	Client had no ability to pay, statute of limitations exhausted	226.00
September	23835	6/2012	Inpatient	Client had no ability to pay, statute of limitations exhausted	615.00
September	47011	7/2012	Inpatient	Statute of limitations exhausted	800.00

**PORTAGE COUNTY
2018 DEBT WRITE-OFFS
ACCOUNTS WITH A BALANCE OF \$20 - \$999**

DEPARTMENT/ MONTH	ACCOUNT	DATE OF SERVICES	SERVICES	WRITE-OF REASON	TOTAL
September	58864	7/2012	Inpatient	Clients parents had no ability to pay, statute of limitations exhausted	615.00
September	59709	8/2012	Inpatient	Client had no ability to pay, statute of limitations exhausted	615.00
September	92002	6/2012 - 7/2012	Water Test	Submitted to collections, business closed, statute of limitations exhausted	47.50
Total Amount of Health & Human Services write-offs between \$20-\$999					7,006.25
SHERIFF					
October	1272	09/2017 - 10/2017	Juvenile Detention Fees	Don't pay or charge for youth in/out of county detention facilities	875.00
October	1085	6/2018	Civil Process Service	Per agreement-no fees charged	120.00
October	1273	6/2017	Civil Process Service	Per agreement-no fees charged	60.00
October	939	6/2016	Inhaler Bill (Juvenile)	Mailed collection letters, no response received	31.20
October	938	6/2016 - 8/2016	Prescription/Med Bill (Juvenile)	Letter came back as undeliverable	46.85
October	1182	3/2017 - 10/2017	Medical/Medication Bills (Juvenile)	Mailed collections letter-no response	555.65
November	71286	9/2010 - 10/2010	Huber Trust	Client deceased, No probate	934.65
Total Amount of Sheriff Dept write-offs between \$20-\$999					2,623.35
Total Amount of write-offs between \$20-\$999 for All Departments					16,188.51

**PORTAGE COUNTY
2018 DEBT WRITE-OFFS**

ACCOUNTS WITH A BALANCE OF \$1,000 - \$5,000

In accordance with the Financial Management Policy and Procedure Manual, Chapter 1: Debt Collection, below is a listing of bad debt write-offs for accounts that had a balance of \$1,000 - \$5,000. The write-offs have been reported to the Finance Department for Finance Committee approval.

DEPARTMENT/ MONTH	ACCOUNT	DATE OF SERVICES	SERVICES	WRITE-OF REASON	TOTAL
HEALTH CARE CENTER					
December	04304	9/2017 - 11/2017	Med B Co/ Family Care	Claim denied-Past timely filing	1,609.79
December	04238	9/2017 - 10/2017	Med B Coinsurance	Billed twice-denied second time as past timely filing	1,046.96
December	03676	9/2015	Network Health A and Co	Claim paid, recouped,and not authorized	2,741.43
December	02272	2/2017	Med Advantage	Claim paid, recouped	3,785.19
December	02836	11/2017 - 5/2018	Med B Co/Family Care	Partial pmt/Family Care denied-past timely filing	1,456.18
December	04213	4/2017	Medicare Advantage	Claim paid, pmt recouped rebilled, past timely filing	2,193.09
December	03108	9/2017 - 10/2017	Med B Co/Family Care	Claim denied-Past timely filing	1,574.30
December	03846	2/2016	Med Advantage/Network	Claim paid, partial pmt recouped	1,235.71
December	04240	6/2017	Med A co/Family Care	Claim denied-Past timely filing	1,151.50
December	03667	5/2016 - 12/2017	Med B & Part B Co/Family Cre	Claim denied	3,562.88
December	04262	8/2017 - 10/2017	Resident Liability/Hospice	Patient deceased- no estate	4,949.98
Total Amount of Health Care Center write-offs between \$1,000-\$5,000					25,307.01
HEALTH & HUMAN SERVICES					
September	72162	6/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,845.00
September	74082	7/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,845.00
September	71713	8/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,200.00
September	45844	7/2025	Inpatient	Statute of limitations exhausted	1,845.00
September	92261	8/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,845.00
September	87796	7/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,230.00
September	87796	8/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,230.00
September	15174	7/2012	Inpatient	Statute of limitations exhausted	1,200.00
September	15174	6/2012	Inpatient	Statute of limitations exhausted	1,140.00
September	35969	7/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,845.00
September	78357	7/2012	Inpatient	Statute of limitations exhausted	1,200.00
September	15174	6/2012	Inpatient	Statute of limitations exhausted	1,140.00
September	35969	7/2012	Inpatient	Client has no ability to pay / statute of limitations exhausted	1,845.00
September	78357	7/2012	Inpatient	Statute of limitaions exhausted	1,200.00
Total Amount of Health & Human Services write-offs between \$1,000-\$5,000					20,610.00
Total Amount of write-offs between \$1,000-\$5,000 for All Departments					45,917.01

**PORTAGE COUNTY
2018 DEBT WRITE-OFFS
ACCOUNTS WITH A BALANCE GREATER THAN \$5,000**

In accordance with the Financial Management Policy and Procedure Manual, Chapter 1: Debt Collection, below is a listing of bad debt write-offs for accounts that had a balance of greater than \$5,000. The accounts have been reviewed by the Corporation Counsel and reported to the Finance Department for Finance Committee approval.

DEPARTMENT/ MONTH	ACCOUNT	DATE OF SERVICES	SERVICES	WRITE-OF REASON	TOTAL	CORPORATION COUNSEL REVIEW DATE
HEALTH CARE CENTER						
December	4169	12/2017 - 2/2018	Family Care-Therapy only	Claim denied	10,349.46	12/26/2018
December	4044	4/2016 - 5/2018	MHS Part A and Copay	Claim filed, not in network	10,955.54	12/26/2018
				Total Amount of Health Care Center write-offs greater than \$5,000	<u>21,305.00</u>	
HEALTH & HUMAN SERVICES						
September	91638	3/2012 - 5/2012	Inpatient	Account is past 6 year limitation on collections	6,150.00	10/1/2018
				Total Amount of Health & Human Services write-offs greater than \$5,000	<u>6,150.00</u>	
				Total Amount of write-offs greater than \$5,000 for All Departments	<u><u>27,455.00</u></u>	