

Health and Human Services Committee

Thursday, December 17, 2015; 5 pm

Edgewater Haven – Conference Room 110, Administration Building
1351 Wisconsin River Drive, Port Edwards

- 1) Call to order
- 2) Declaration of quorum
- 3) Public Comments
- 4) Correspondence
- 5) **Consent Agenda:**
 - a) Meeting minutes:
Health and Human Services Committee, November 19, 2015
 - b) Narratives:
Department Head/Supervisor Monthly Reports/Narratives: Edgewater Haven, Veterans Service Officer (CVSO), Health Department, Human Services
Other Narratives/Reports/Informational Material/Resolutions: Health Department, Edgewater Haven, Veteran Services, and Human Services credit cards detail, Edgewater Haven marketing report, Edgewater Haven caseload statistics, Edgewater Haven Physical/Occupational Therapy (PT/OT) report, CVSO supporting documents/educational material
 - c) Vouchers: Vouchers from Edgewater Haven, Health Department, Human Services, Norwood Health Center, Veterans Services

Consent agenda items will be acted upon by the Health and Human Services Committee in one motion without discussion unless a Committee member requests an item(s) be removed for discussion and separate consideration
- 6) Discussion and consideration of item(s) removed from consent agenda
- 7) Financial Statements: Edgewater Haven, Human Services, Norwood Health Center
- 8) Health Department update with response from Wisconsin Department of Health Services to our request for a Health Risk Assessment of proposed CAFO site in Saratoga
- 9) Human Services update on Fiscal Services Work Plan
- 10) Human Services report and recommendations for the TBI unit
- 11) Human Services Professional Ladder for professionals and social workers
- 12) Human Services Report on the Income Maintenance Operational Analysis Project
- 13) Human Services Resolution to Oppose Senate Bill 326 and Assembly Bill 429
- 14) Human Services Resolution to Amend Family Services 2015 Budget
- 15) Human Services Resolution to Amend Norwood 2015 Budget
- 16) Health Department Resolution to Amend Healthy Smiles 2015 Budget
- 17) Edgewater Haven Report on Dementia Capable Wisconsin and Chapter 55
- 18) Legislative issue updates
- 19) Future agenda items
- 20) Next meeting(s):
 - January 28, 2016; 5:00 pm, Wood County Annex & Health Center, Classroom – Marshfield
- 21) Adjourn

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: November 18, 2015

PLACE: Wood County Annex & Health Center – Classroom; Marshfield

PRESENT: Donna Rozar, Marion Hokamp, Jessica Vicente, Doug Machon, Lori Slattery-Smith, R.N., Peter Hendler, Jeffrey Koszczuk, D.O. (arrived after agenda item 8)

EXCUSED: Mike Feirer, Tom Buttke

ALSO PRESENT: Kathy Roetter, Jo Timmerman, Jordon Bruce (Human Services); Sue Kunferman, Kathy Alft (Health Department); Amy Slattery (Edgewater Haven); Rock Larson (Veteran Services);

1) Call to Order

Meeting called to order at 5:00 p.m. by Chair Rozar.

2) Quorum

The Chair declared a quorum present.

3) Public Comments

- n/a

4) Correspondence

- Foster Care Newsletter – November issue
- Winter Family Fun Night December 14th at Wildwood Station

5) Consent Agenda

Motion (Machon/Hokamp) to approve the consent agenda. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

n/a

7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center

Financial statements were reviewed with specific questions answered by appropriate Department Heads.

8) Human Services - update on Fiscal Services Work Plan

Committee members received documented progress notes and barriers associated with cash receipts process recommendations, monthly close process recommendations, billing process recommendations, and communication recommendations. Jo Timmerman shared accomplishments of work to-date.

9) Human Services report and recommendations for the TBI unit

Jordon Bruce distributed a progress report of the Pathway's Unit to Committee members, including up-to-date admissions data and additional information on possibilities for Pathways. Jordon also shared experience with his tours of Clearview and Milwaukee Center.

10) Edgewater Haven Policy Review: Conflict of Interest; Standards of Conduct; Fraud, Waste, and Abuse

Amy Slattery explained each policy needs signature of Committee members. Copies have been provided to members. Motion (Hendler/Machon) to approve the policies as presented. All ayes. Motion carried.

11) Health Department presentation on Healthcare Coalitions

Sue Kunferman described Healthcare Coalitions and their purpose with managing efforts in a uniform and unified response to an emergency, specifically the medical surge aspect of an event. This is a new framework required by the Federal Government.

12) Schedule 2016 Committee Meetings

Committee members discussed continuing with 4th Thursday schedule, or going back to the 4th Monday schedule. There was Committee consensus to schedule 2016 meetings on the 4th Thursday of each month.

13) Legislative Issue Updates

Department Heads provided updates regarding issues pertaining to their departments.

14) Items for Future Agenda

The Chair noted items for future agendas.

15) Next Meeting(s)

- December 17, 2015, 5:00 pm, Edgewater Haven, Conference Room 110/Admin Building – Port Edwards

16) Closed Session

Motion (Koszczuk/Vicente) to convene into closed session pursuant to 19.85(1)(c) Wis. Stats. to discuss annual evaluations of Health Department Director, Edgewater Haven Administrator, Human Services Director, and Veterans Service Officer. Rozar: Aye, Machon: Aye, Hendler: Aye, Hokamp: Aye, Slattery-Smith: Aye, Koszczuk: Aye, Vicente: Aye. Motion carried. The Committee went into closed session at 6:04 p.m.

17) Return to Open Session

Motion (Hendler/ Koszczuk) to return to open session at 7:07 p.m. All ayes. Motion carried.

18) Adjourn

Chair Rozar declared the meeting adjourned at 7:08 p.m.

Minutes taken by Kathy Alft and reviewed by Marion Hokamp, secretary.

Minutes subject to Committee approval

Marion Hokamp, secretary
Health and Human Services Committee

5B

December 2015
Health and Human Services Committee
Edgewater Haven
Amy Slattery

In the month of November we had 10 admissions and 11 readmissions. One of the admissions was to our Behavior Wing. Current census on the Behavior Wing is 7 residents. Census comparison to last year November:

November 2014 - 73 average census with 15 Rehab
November 2015 - 62 average census with 10 Rehab

The resident Christmas party will be held on December 16th in the main dining room. This year we are having a giving tree, per the request of staff. All of the residents will have a star on the tree; staff, family or the community picks a star and purchases a gift for the resident on the star they choose. The identity of the resident will not be known as the stars are numbered. We want to ensure that all residents have a present to open the day of the party.

The Christmas store was held again this year on December 2nd in the main dining room by volunteers. There were many items to choose from. All items were donated. Residents were able to pick out items for themselves and family and have them wrapped all free of charge. It was a great hit I would like to thank the volunteers for all of their hard work in making this a success for the residents.

We will receive our Supplemental Payment monies in mid to late December. Our final payment for 2015 will be \$308,600 which is \$112,853 more than what we budgeted this year.

Market December 2015

Edgewater staff will be delivering Christmas baskets with treats, promotional items and information about Edgewater to the area hospitals, assisted living facilities, the Aging and Disability Resource Center, clinics, Hospice programs, etc. over the next couple weeks.

We have a "Giving Tree" in our lobby. Staff, family members and community members are able to choose a star off the tree and provide a Holiday gift for one of our residents. The gifts will be given at our Christmas Party on December 16, 2015 at 2 p.m. Feel free to attend.

We have updated our brochures and are working on one specific to our high behavior unit.

The Aging and Disability Resource Center's Resource Directory ad is being updated for 2016.

We continue to sponsor the Aging and Disability Center monthly newsletter.

Edgewater staff is visiting area hospitals throughout the week to meet with discharge planners and potential residents to provide information and answer any questions.

The local church ads continue.

We will continue to sponsor the Memory Café and Veteran's at various times throughout the year.

Aspirus Riverview Hospital discharge planning staff will visit Edgewater for a visit/tour of the facility.

We continue frequent contact with all hospitals, assisted living facilities, hospice programs and medical equipment providers.

5B

Edgewater Credit Card Statement - November 2015

| Date | Description | Nursing 54201 | Laundry 54212 | Dietary 54213 | Maint. 54215 | Therapy 54216 | Activities 54218 | Soc Serv 54219 | Admin 54219 | Donation Acct |
|--------------|---|------------------|------------------|------------------|-----------------|------------------|---------------------|-------------------|----------------|------------------|
| 11/19/2015 | Edgewater Brochures | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 275.48 | \$ - |
| 11/24/2015 | 2 Door Closers | - | - | - | 288.00 | - | - | - | - | - |
| 11/25/2015 | Advanced Auto-Spark plugs | - | - | - | 13.58 | - | - | - | - | - |
| 11/20/2015 | Post Cards/Business Cards Vistaprint | - | - | - | - | - | - | - | 64.98 | - |
| | | - | - | - | - | - | - | - | - | - |
| Total | | \$ - | \$ - | \$ - | \$ 301.58 | \$ - | \$ - | \$ - | \$ 340.46 | \$ - |

Total Usage November 2015 \$ 642.04



Month/Year 11/15

Medicare A Performance:

| Totals | Days | % Distribution |
|------------|------|----------------|
| Ultra | 92 | 46% |
| Very | 63 | 32% |
| High | 37 | 19% |
| Medium | | |
| Low | | |
| Nursing | 5 | 3% |
| Total Days | 199 | |

Length of Stay for month: 30 days

Length of Stay Average for last three months: 25 days

Medicare B Performance:

| Medicare B Performance | |
|------------------------|-------|
| Discipline | Units |
| PT | 88 |
| OT | 77 |
| SLP | 33 |
| Total | 198 |

Number of outpatients: 1

ACE Program Performance:

| Program | Screens | Evaluations |
|----------------------|---------|-------------|
| Memory and Cognition | 2 | 0 |

General Screens:

| Screens | Evaluations |
|---------|-------------|
| 5 | 4 |

Please feel free to contact me with any questions or concerns.
Thank you for partnering with Greenfield Rehabilitation Agency!

Scott Leberg, CCC-SLP, RAC-CT
sleberg@grawi.com
920-737-0771

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: December 19, 2015

Caseload activity for November: 14 new veterans and 199 veteran's files edited. The regular detailed caseload activity report is attached. Note: new software has changed how we track activity files edited is computed differently than last year.

Activities:

1. Completed as of December 10, 2015:
 - a. November 12 – Meeting with Finance Director on documentation & procedures for 2015 calendar year and 2015/2016 state fiscal year grant overlap and reporting requirements.
 - b. November 13 – CVSO leadership meets with Wisconsin Counties Association to discuss options and how to effect positive changes in WDVA grant to counties for improvement of services.
 - c. November 18 - Mid-State Technical College Community Partner Workshop.
 - d. November 20 – Wisconsin Department of Veterans Affairs Board Meeting at Union Grove Veterans Home.
 - e. December 7 – Pearl Harbor Day remembrance ceremony at Wisconsin Rapids VFW Post.
 - f. December 8 – Tomah VA Medical Center Director's Advisory Council meeting.
 - g. December 10 – Testimony for CVSO Association of Wisconsin to State Assembly Committee on Veterans and Military Affairs. Hearing on Assembly Bills (see enclosure).
2. Near Future:
 - a. December 18 – CVSO Association leadership meeting with Wisconsin Department of Veterans Affairs Secretary. First meeting in over three years brokered through Wisconsin Counties Association.
 - b. January 5 – Wood County Veterans Service Commission meeting.
 - c. January 15 – CVSO Association of Wisconsin Executive Committee meeting.

Office updates:

1. Wood County veteran hiring initiative: I have briefly spoken with our New HR Director and we will schedule time to further discuss this topic. The CVSO Association testified in support of Wisconsin Assembly bill 441 Wisconsin Veterans Employment Initiative. This bill will establish a Council on Veterans Employment. This council is directed in the bill to create a model strategy for state agencies to increase the employment of qualified veterans. Once that state strategy is done our Association hopes to export the practices identified to county level.
2. Our office and mental health intervention.

This past week our office has been instrumental in obtaining immediate mental health services for two Area Veterans.

 - a. In one case a social worker at the hospital called (late afternoon) with a suicidal veteran who could not be released on his own, he did not want to go back to Norwood but could be admitted

to the Madison VA Hospital if he could get transportation. Using our list of resources we first contacted the scheduler for the Stevens Point DAV Vans (closest and they have two) both of their vans were on the road. We then tried the transportation coordinator at Wood County Human Services (schedules the Marshfield DAV van) call went to voicemail. Then the transportation coordinator for Tomah VA Medical Center as the veteran was a Tomah VA patient, voicemail again. I then had a call back from Human Services transportation coordinator Victoria Wilson. The Marshfield DAV Van was not available and I asked if they might have a volunteer driver who could make the trip. I stated if not I would be the last resort to transport. Within fifteen minutes they had a volunteer driver and within a half hour the driver was leaving the emergency room with the veteran. Our office will attempt to get the cost of transportation reimbursed from the new Wisconsin Department of Veterans Affairs CVSO grant as transportation of veterans is one of the few items they say is reimbursable (approximately \$125.00).

- b. A Veteran with two tours in Afghanistan who had never been to our office or the VA showed up one morning with his aunt. The VA clinic sent him over so he could be enrolled in VA Health care (the clinic cannot provide enrollment services). He had been having problems for a while and a serious altercation of some sort at work indicated he needed urgent mental health treatment. The Clinic could see him that day if we could get him enrolled. We were able to download a discharge document from the Wisconsin Department of Veterans Affairs (DD Form 214) complete the enrollment application contact the admission section at Tomah VA Medical Center and fax it down to them. While waiting for Tomah to process the enrollment an informal claim for disability was completed and follow on instructions provided. The veteran was seen by the mental health section at the Wisconsin Rapids VA Clinic that afternoon.

Assembly

PUBLIC HEARING

Committee on Veterans and Military Affairs

The committee will hold a public hearing on the following items at the time specified below:

Thursday, December 10, 2015
10:00 AM
417 North (GAR Hall)

Assembly Bill 441

Relating to: establishing the Wisconsin Veterans Employment Initiative.

By Representatives Allen, Born, Brostoff, Duchow, Edming, Genrich, Heaton, Horlacher, Jarchow, Kleefisch, Krug, T. Larson, Mursau, Novak, Petryk, Rohrkaste, Sanfelippo, Sinicki, Steffen, Spiros, Tranel and VanderMeer; cosponsored by Senators Marklein, Lasee, Olsen, Wanggaard and Wirch.

Assembly Bill 541

Relating to: a veterans employment and entrepreneurship grant program, veteran employment grants, granting rule-making authority, and making an appropriation.

By Representatives VanderMeer, Allen, Ballweg, Bernier, Brostoff, Edming, T. Larson, Macco, Milroy, Murphy, A. Ott, Petryk and Skowronski; cosponsored by Senators Petrowski, Carpenter, Darling, Harsdorf, LeMahieu, Marklein, Moulton, Olsen, Ringhand, L. Taylor and Vinehout.

Assembly Bill 542

Relating to: a nonprofit organization grant program administered by the Department of Veterans Affairs and making an appropriation.

By Representatives Edming, Petryk, Allen, Berceau, R. Brooks, Brostoff, Horlacher, T. Larson, Macco, Milroy, A. Ott, Riemer, Sinicki and Skowronski; cosponsored by Senators Petrowski, Carpenter, Darling, Harsdorf, Marklein, Moulton, Ringhand, L. Taylor, Vinehout and Wirch.

Representative Ken Skowronski
Chair

Caseload Activity by Person

Nov 1- Nov 30 2015

| | NEW | | | | Follow Up | | | | Reopen | | | |
|----------------------------|------|-------|--------|-------|-----------|-------|--------|-------|--------|-------|--------|-------|
| | CVSO | VR IV | VR III | ACVSO | CVSO | VR IV | VR III | ACVSO | CVSO | VR IV | VR III | ACVSO |
| Federal | | | | | | | | | | | | |
| Power of attorney | 2 | | 4 | | | | | | | | | |
| Compensation | 4 | | 3 | | 5 | | 4 | 3 | 2 | 2 | | |
| Pension | | | | | | 1 | 1 | 2 | | | | |
| Burial Benefits | | | 2 | | | | 2 | | | | | |
| DIC | | | | | | 1 | 1 | | | | | |
| Medical Care | 1 | 1 | 5 | 1 | 2 | | 1 | 1 | | | | |
| Life Insurance | | | | | 1 | | | | | | | |
| Misc. | 7 | 13 | 25 | 19 | 1 | 1 | 23 | 3 | | | | |
| GI BILL (EDUCATION) | | 1 | 1 | | | | | | | | | |
| Grave Marker | | 2 | 4 | 1 | | | | | | | | |
| Home loan | | | | | | | | | | | | |
| Vocational Rehab. | | 2 | | | | | | | | | | |
| Request for Records | 5 | 2 | 24 | 2 | | | 3 | | | | | |
| Home Visit | | | | | | | | | | | | |
| Jail Visit | | | | | | | | | | | | |
| State | | | | | | | | | | | | |
| Certificate of eligibility | | | | | | | | | | | | |
| Personal Loan Program | | | | | | | | | | | | |
| Substance Aid Grant | | | | | | | | | | | | |
| Health Care Aid Grant | | | | | | | | | | | | |
| King Veterans Home | | | | | | | | | | | | |
| Vet Ed Grant | | | | | | | | | | | | |
| Wis GI Bill | 1 | 1 | 2 | | | | | | | | | |
| State Cemetery | | 1 | | | | | | | | | | |
| Vet Assist Center | | | | | | | | | | | | |
| Property tax credit | | | | | | | | | | | | |
| Retraining Grant | | | | | | | | | | | | |

| | | | | | | | | | | | | |
|-----------------|----|----|----|----|----|---|----|----|---|---|---|---|
| 2015 Nov Totals | 20 | 23 | 70 | 23 | 9 | 3 | 35 | 9 | 2 | 2 | 0 | 0 |
| 2014 Nov Totals | 17 | 22 | 61 | 58 | 20 | 4 | 9 | 41 | 1 | 1 | 0 | 0 |

| | Amended | | | | Information | | | |
|----------------------------|---------|-------|--------|-------|-------------|-------|--------|-------|
| | CVSO | VR IV | VR III | ACVSO | CVSO | VR IV | VR III | ACVSO |
| Federal | | | | | | | | |
| Power of attorney | | | | | | | | |
| Compensation | 1 | | | | 1 | 2 | | 3 |
| Pension | | | | | | | 2 | 3 |
| Burial Benefits | | | | | | | 1 | 2 |
| DIC | | | | | | 1 | | |
| Medical Care | | | | | | 3 | 6 | 11 |
| Life Insurance | | | | | | | | |
| Misc. | | | | | 2 | 1 | 3 | |
| GI BILL (EDUCATION) | | | | | | 1 | | 1 |
| Grave Marker | | | | | | | | |
| Home loan | | | | | | 2 | | |
| Vocational Rehab. | | | | | | 2 | | |
| Request for Records | | | | | | | | |
| State | | | | | | | | |
| Certificate of eligibility | | | | | | | | |
| Personal Loan Program | | | | | | | | |
| Substance Aid Grant | | | | | | | | |
| Health Care Aid Grant | | | | | | 1 | | |
| King Veterans Home | | | | | | 1 | | |
| Vet Ed Grant | | | | | | | | |
| Wis GI Bill | | | | | | 1 | | |
| State Cemetery | | | | | | | | |
| Vet Assist Center | | | | | | | | |
| Property tax credit | | | | | | | | |
| Retraining Grant | | | | | | | | |

| | | | | | | | | |
|------------------------|-----|---|---|---|---|----|----|----|
| 2015 Nov Totals | 1 | 0 | 0 | 0 | 3 | 15 | 12 | 20 |
| 2014 Nov Totals | 2 | 1 | 0 | 0 | 9 | 19 | 23 | 42 |
| 2015 Overall Nov total | 247 | | | | | | | |
| 2014 Overall Nov total | 302 | | | | | | | |

Health Department Report December 17, 2015

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- We just completed program reviews for all of our programs and services. One of the goals in our new agency strategic plan is to increase our capacity. Increasing capacity does not necessarily mean hiring more staff. We can work toward that goal by taking a close look at what we do and determining whether it is important to continue or whether we can discontinue that particular activity. During the reviews, we looked at each individual program and discussed whether it is linked to our strategic plan, mission, accreditation, our community health improvement plan, or whether it is statutorily required. We also discussed whether the particular activity needs to be done by professional staff or whether pieces can be delegated to support staff, students or interns. We documented how much time the activity consumes over a full year as well as how it is connected to the Socio Ecological Model (Individual service, interpersonal, organization, community, or policy level). We eliminated some activities, are considering elimination of a few others, and reassigned some others. Another reason for going through this process was to determine what exactly our needs are for staffing as we currently have a vacant position. Through this process, we determined that we will post for a Health Educator who will focus on Chronic Disease as well as agency communications/marketing/branding.
- We met with representatives from the Ho Chunk Nation to discuss how we can improve our communication around communicable disease issues relevant to their members. We are working on developing a memorandum of understanding with them.
- All employee performance evaluations were completed and sent over to human resources before their December deadline.

HEALTH PROMOTION AND CHRONIC DISEASE REPORT

Oral Health Program - Wendy Ruesch, RDH, CDHC

The initial oral screening and fluoride varnish for all Wood County Head Start Centers has been completed. Two more screenings and fluoride varnishes will be applied during the remainder of the school year. The sealant program for North Wood County second graders is complete. Jamie Reimer has terminated her employment with the department so we are currently recruiting for a new oral health screener to serve as the dental assistant for the Healthy Smiles program.

16 children on the WIC program had fluoride varnish applied in the month of November.

Tuberculosis Update – Jean Rosekrans

We continue to monitor 1 case of latent tuberculosis infection.

Communicable Disease Update – Jean Rosekrans

- During the month of November there were 17 cases of chlamydia, 1 suspect case of Hepatitis C and 1 confirmed case of Hepatitis B investigated in Wood County.
- During the month of November Wood County had 11 suspect Lyme lab reports filed, but only 2 confirmed cases of Lyme disease and 3 confirmed cases of ehrlichiosis/anaplasmosis.
- During the month of November there was 1 case of cryptosporidium, 2 cases of giardia, 2 cases of campylobacter and 2 cases of salmonella investigated. One of the cases of salmonella was tied to a multi-state outbreak of Salmonella Poona V2. Norovirus remains the predominate gastroenteric pathogen detected in Wisconsin.
- There have been no reported cases of hospitalized influenza in Wood County for the 2015-2016 flu season. Overall, influenza activity in Wisconsin is sporadic.
- From September 18th through November 30th the WI Division of Public Health reported 35 confirmed mumps cases. A majority of those cases have been associated with an outbreak at two University of Wisconsin campuses (Whitewater and Platteville).
- Dani Garski and I attended the Wisconsin STD Summit in Milwaukee on November 18th.

3-O Day Board – Alecia Pluess

3-O Day was held December 1, 2015. 370 students participated from 9 area schools (Grantton, Loyal, Stratford, Auburndale, Pittsville, Nekoosa, Port Edwards, Wisconsin Rapids, and Necedah). Ten breakout sessions were held throughout the day focusing on a variety of educational opportunities for youth, which will help prepare them to make responsible life choices. There are many presenters and partnerships in the community that make this day possible.

Living Well – Alecia Pluess

A six week Living Well class that I was teaching finished on December 2nd. The class was held at Grace Lutheran Church.

Quality Improvement- Tyler Zastava

The Quality Council is busy working on making both our Marshfield and Wisconsin Rapids waiting rooms and all exam rooms more welcoming and child friendly. Work continues on improving the immunization clinic flow at the Marshfield immunization clinics; trial changes implemented seem to be helping. Research has found that families respond better to text messages rather than phone calls and letters. As an effort to improve our slowly declining immunization rates, the immunization reminder recall process is being adapted based on this research. Instead of letters sent home to parents/caregivers with children due or overdue for immunizations, this month the families will be receiving a text message.

Emergency Preparedness – Tyler Zastava

All staff participated in an active shooter/armed intruder training and drill. Wisconsin Rapids Police Department led the drill and used airsoft guns to make the training more realistic.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy People Wood County

The Community Health Needs Assessment and Community Health Implementation Plan process continues in collaboration with our health system partners: Aspirus Riverview, Ministry Saint Joseph's, UW-Cancer Center, and Marshfield Clinic as well as The Legacy Foundation. Focus groups are being completed through the month of December, which will add to the depth of resident feedback on the updated plan. Beginning in January, and for the next few months, members of the existing coalitions will be participating in strategic planning to discuss future goals and objectives for the community and to discuss what the coalition can do to help support these plans.

Chronic Disease Prevention and Management Team

During November two presentations were completed in schools. One was a general Farm to School presentation to 3 kindergarten classes at Washington Elementary School in Wisconsin Rapids and the other was done with the STEM Academy students and teachers at Alexander Middle School in Nekoosa about a potential food waste study that STEM students may want to take on for their classwork. The carrot costume and the Wood County F2S video, *Carrots, the Incredible Journey* were both featured. A one-day pilot study was conducted in October to test out the food waste study protocol and elements are ready to move into Phase 2, which is a one week food waste study at Humke Elementary school conducted by STEM Academy middle school students. The purpose of this presentation was to introduce the students to this idea. About 14 students signed up for the project. As a team we continue to be connected to the state Farm to School work and also spoke locally about our work in the schools on WFHR. Two proposals are being submitted to the Farm to Cafeteria Conference that will be held in Madison in early June. One proposal is a lightning talk (5 minutes) about the food waste study in Nekoosa and the other is a 90 minute workshop proposal on collaboration with food systems stakeholders in Wisconsin.

The first season of the River Riders Bike Share program has ended. The bikes and racks have been put into storage with the help of community volunteers. Surveys have been created and will be distributed to host sites to evaluate the program. Members of the bike share committee will plan to meet with host sites to gather feedback and discuss future plans. Usage data is being reviewed and compiled for the program and will help with plans for next year. A letter of intent was submitted to *People for Bikes* to receive funding for promotion and marketing of the bike share program. Response will be received in December if the program is selected for funding.

Healthy Growth and Development Team

The American Dental Association grant continues to be implemented at the Marshfield Clinic. A lunch-and-learn was held in November, with 22 Pediatrics physicians and Registered Nurses that attended. There is another lunch-and-learn scheduled for December. The packets have been delivered to the Marshfield Clinic for distribution. A survey link is connected to the packet and one has already been completed! The University of Wisconsin Eau Claire nursing students have completed their project and there is now a plan in place for a dental provider networking event. The team continues to focus on the Youth Risk Behavior Survey (YRBS) and having it completed each year. We are currently in the process of developing a plan for administering the surveys online in January. The yearly survey of dental clinics that accept Medicaid and Badgercare recipients has been completed. Lastly, we are working closely with the steering committee for 2016 as we develop our updated CHIP plan.

Mental Health / Alcohol and Other Drug Abuse Team

The full coalition assisted Healthy People Nekoosa in reorganizing their group and they now have a plan for better including the community into their coalition. Support continues for the Oxford House with the team chair playing an active role on the planning committee. The home opened the end of November and currently has 2 residents. Question, Persuade, Refer suicide prevention training materials are being updated to reflect recent local suicide data as well as local stories that have been gathered from residents. A lunch-and-learn plan is being developed for 2016 with seven already scheduled. The coalition works closely with the Wood County Wellness program to offer these lunch- and-learns to employees as well as the public. We have connected with a Stevens Point representative working specifically on community transformation initiatives, and also met with South Wood County representatives who would like to be involved in community transformation efforts here in Wood County. Work continues with Wisconsin Initiative for Stigma Elimination (WISE) on stigma reduction activities and story gathering of local residents. Coalition chair, DaNita Carlson, recently took part in WISE Health Care Coordinator training in Oconomowoc. This training will allow her to do mental health stigma elimination at a greater level with connections throughout the state and offer technical assistance on some of the work we have experienced here locally for others looking to do stigma reduction work.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

Licensed Establishment Changes and New Businesses

The Store and Subway opened in Saratoga, at the site of the old Pelot's Bar. A new well at the location will add to our Transient Non-Community well roster. The old well was abandoned. There are new owners of the Subway at the roundabout in Wisconsin Rapids and at Taco Bell in Marshfield. A consultation was done for a food business interested in operating in Auburndale.

Complaints

Kate Carlson recently was involved in a legal proceeding involving a hoarding case. The Department of Justice notified our department of two residences that were involved in a meth bust. Environmental Health staff work with law enforcement to determine where production occurred at the residence and what cleanup will be needed before the home can be occupied again. Other complaints included suspected sewage on the basement floor in an apartment building, sewer gas from a plugged sewer line, mold in a rental unit, petroleum smell in drinking water, and odors coming from an apartment apparently due to a personal care issue. We also received a call from someone with safety concerns at the new indoor playground in Wisconsin Rapids.

Radon

Kate Carlson leads the Wood County radon program. She will be mailing radon information to realtors, builders and home inspectors to highlight the fact that radon has been detected at some level throughout Wood County. There are no radon free areas. A new map was developed to indicate radon levels by zip code in Wood County. Greg Kolodziej recently completed training for radon measurement and mitigation so he will be able to assist with radon inquiries and radon test distribution.

School Food Service Inspections

The first of two inspections are complete at the 39 school food service programs in the county. This first inspection focuses on food processing and service.

Department of Agriculture, Trade and Consumer Protection (DATCP) sampling

We conducted swab sampling at 3 Wood County grocery stores for listeria. This is routine sampling required by our DATCP agent contract.

FAMILY HEALTH AND INJURY PREVENTION REPORT

Plain Community Outreach – Leah Meidl

We continue to be available to Amish families for any needs that they have and education that they need. Recently, we followed up with an Amish family with a newborn. We anticipated completing a newborn screening, but the screening had already been completed because the infant was delivered in a hospital. The trend among our community seems to be delivery with a licensed midwife or in a hospital. This is very promising and perhaps is caused by the Amish midwife planning to move from the community.

Fetal Infant Mortality Review (FIMR) – Leah Meidl

We are currently working on entering case data from our last meeting. We recently attended a conference with information on data entry as well as prevention initiatives. We are also working on a document to report out the prevention initiatives that we have completed as a result of FIMR case reviews. Local birth centers expressed concern over an increased number of deliveries done via midwives that have bad outcomes. We helped them to get more data about county and regional births to midwives and birth outcomes from the Wisconsin Department of Health Services.

Teen Parent Outreach – Leah Meidl

I continue to be involved with the teen parent support group at Lincoln High School. We have monthly meetings scheduled for the 2015/2016 school year. The topic for December is Shaken Baby Syndrome. We will be reviewing materials and discussing the dangers of Shaken Baby Syndrome and how to prevent it.

Caring Hands- Erica Sherman

Training entitled *Using a Trauma Lens with the Pyramid Model* was provided at the Streitel Center in Marshfield at on 11/17/15. Kathie Snitker-Magin from Wisconsin Alliance for Infant Mental Health presented to an audience of about 45 individuals, many of them childcare providers.

Safe Kids – Tyler Zastava

Safe Kids Wood County has acquired funding through the DNR to build a third life jacket loaner board, which will be placed at the Nepco Lake boat landing next spring.

Child Death Review Team – Tyler Zastava

A training to help identify child abuse, "Beneath the Bruise: Identifying the Subtle Signs of Abuse," is being offered as a collaborative effort between the Marathon, Portage, and Wood County Child Death Review teams in conjunction with Marshfield Clinic. Interest in the training has been extremely high, and several people have had to be turned away due to limited seating availability. The training has 130 participants registered. A grant has been written to aid in expanding on this type of training in 2016.

Wood County Teen Driving Coalition – Tyler Zastava

The Wood County Teen Driving Summit is being held at Pittsville Schools on December 8th. Marshfield High School, Port Edward High School, Pittsville High School, Lincoln High School and East Junior High are all sending students and advisors to attend for the day. At the summit, each school will develop a plan to implement teen driving safety activities for the spring of 2016. Mini grants will be offered to the schools to help in their efforts.

Wood County Breastfeeding Coalition – Amber France

The Wood County Breastfeeding Coalition is gearing up to launch the breastfeeding friendly business initiative in January 2016. Assessment tools have been created and will be used in both Marshfield and Wisconsin Rapids, in collaboration with Leadership Marshfield. The assessment tools have been shared with the state and will be utilized state-wide. The breastfeeding friendly childcare training program that was created by the health department has been replicated throughout the state and was adopted by the Department of Health Services as a 2016 maternal child health objective option. I will do a statewide training in December. This will be made available in webinar format for those unable to attend.

WOMEN, INFANTS AND CHILDREN (WIC) REPORTS – AMBER FRANCE, MS, IBCLC

The Wood County WIC Program received a generous donation from First Congregational Church and purchased hats and mittens for the WIC children who come in for their appointment.

Caseload for 2015 (Contracted caseload 1327)

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---------------|------|------|------|------|------|------|------|------|------|------|------|-----|
| Active | 1300 | 1269 | 1273 | 1227 | 1223 | 1271 | 1278 | 1270 | 1306 | 1305 | 1309 | |
| Participating | 1462 | 1439 | 1400 | 1373 | 1357 | 1405 | 1415 | 1428 | 1452 | 1456 | 1450 | |

HEALTH DEPARTMENT CREDIT CARD SUMMARY

10/21/2015 - 11/20/2015

Due Date 12/19/2015

Date Paid 12/4/2015

Amount Due \$ 4,996.55

PUBLIC HEALTH - VISA CHARGES

| Vendor | Description | PH | GRANT | Amount |
|-------------------|------------------|----|------------|-------------|
| Document Sales | Prog Supplies | | MCH | \$ 12.52 |
| Wal Mart | Meeting | | MCH | \$ 20.20 |
| Cocoweb | Security Bars | | PHEP | \$ 108.00 |
| Subway | Meeting (CDR) | | MCH | \$ 89.68 |
| Madison Concourse | Conference | | MCH | \$ 209.00 |
| Yellow Cab | APHA Conference | | NACCHO | \$ 14.46 |
| Hyatt Regency | APHA Conference | | NACCHO | \$ 1,472.35 |
| Hyatt Regency | APHA Conference | | Ebola | \$ 1,472.35 |
| State of WI | DSPS Renewal | √ | | \$ 107.00 |
| Amazon | Farmers Mkt Supp | | Peach St F | \$ 191.92 |
| National Pen Co | Farmers Mkt Supp | | Peach St F | \$ 340.00 |
| ILCA | Member Dues | | MCH | \$ 132.00 |
| Wal Mart | Prog Supplies | √ | | \$ 7.89 |
| Amazon | Prog Supplies | | First Cong | \$ 146.79 |
| All Time Trading | Prog Supplies | | First Cong | \$ 477.39 |
| | | | | \$ 4,801.55 |

Grants:

| | |
|-------|---|
| BRACE | Building Resilience Against Climate Effects |
| EP | Emergency Preparedness |
| IMM | Immunization |
| LEAD | Childhood Lead |
| MCH | Maternal Child Health |
| PHHS | Prevention Funds |
| SGK | Susan G Koman |
| SHP | Security Health Plan |
| TOB | Marathon County Tobacco Coalition |
| TRANS | Transform WI |
| WIQI | Accreditation Infrastructure |
| WWWP | WI Well Woman |

CONSOLIDATED GRANT - VISA CHARGES

| Vendor | Description | GRANT | Amount |
|--------|-------------|-------|--------|
| | | | \$ - |

WIC - VISA CHARGES

| Vendor | Description | PROGRAM | Amount |
|--------|-------------|---------|--------|
| | | | \$ - |

HEALTHY SMILES - VISA CHARGES

| Vendor | Description | PROGRAM | Amount |
|--------|-------------|---------|--------|
| | | | \$ - |

Programs:

| | |
|-------|--------------------------------------|
| ADMIN | WIC Program Administration |
| BF | WIC Breastfeeding |
| CS | WIC Client Services |
| FF | WIC Fit Families |
| FMNP | WIC Farmers Market Nutrition Program |
| NE | WIC Nutrition Education |
| PC | WIC Peer Counseling |
| FV | Healthy Smiles Fluoride Varnish |
| SEAL | Healthy Smiles Sealants |

COALITION ACCOUNTS - VISA CHARGES

| Vendor | Description | Coalition Name | Amount |
|---------------------|----------------------|----------------|-----------|
| Hiller's True Value | Bike Share Supp | HPWC-CD | \$ 28.25 |
| Tropical Smoothie | Lunch 'n Learn (ADA) | HPW HG&D | \$ 149.80 |
| | | | \$ 178.05 |

HO-CHUNK VISA CHARGES

| Vendor | Description | Amount |
|--------|----------------|----------|
| e-fax | Monthly Charge | \$ 16.95 |
| | | \$ 16.95 |

Coalition Names:

| | |
|-------|---|
| SWCBF | South Wood County Breastfeeding Coalition |
| SK | South Wood County Safe Kids Coalition |
| HPWC | Healthy People Wood County |
| CD | HPWC - Chronic Disease Prevention |
| HG&D | HPWC - Healthy Growth & Development |
| MH | HPWC - Mental Health |

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT December 7, 2015

Director's Report by Kathy Roetter

The Northern IM Consortium Directors met the week of Thanksgiving and reviewed a number of issues related to the operations of the consortium. There was significant discussion regarding equity amongst the member counties as it related to the consolidation of Child Care into the Consortium. Work will continue on this issue as the Consortium will have one contract for Child Care in 2016.

The new Human Resource Director, Warren Kraft, attended one of our Administrative Team meetings up at Norwood and then received a tour of the facility. Human Resources set December 11th as the last day for performance reviews to be completed in order to be considered for step increases in January of 2016. So, all employees performance reviews have been reviewed and updated as needed. Also, during last six weeks all supervisory and administrative managers' performance reviews for the Department were written, reviewed and submitted to the Human Resources Department, too. Finally, Stephanie Gudmunsen and I met with Warren to review the Professional Ladder and answer his questions prior to taking this issue to the Executive Committee meeting scheduled for December 1, 2015.

Last month, I reported on a meeting with the Finance Department and a couple of Department Heads to review a draft of the fiscal "Control Environment." I have received a revised draft of the policy, which I am reviewing and I have attached a copy of the policy to the end of this report.

Division of Community Resources Report by Brandon Vruwink

Energy Assistance: We recently submitted a grant to Incourage Community Foundation requesting funding for emergency energy assistance needs. I am pleased to report that this request was accepted and we received two grants totaling \$1,716. This funding will be used to assist residents that face a heating emergency during the winter season that cannot be funded through our Energy Assistance program.

Transportation: We received our second new bus on Wednesday December 2nd! This bus will serve North Wood County; primarily the City of Marshfield. On Wednesday December 3rd we had an opportunity to give the City of Marshfield's Committee on Aging a tour of the bus. Committee members and several residents at the Cedar Rail apartments toured the bus and were provided with an overview of its features. One of the key benefits of this bus is that it has a low floor design which eliminates the need for a wheel chair lift. Instead of a lift the bus is equipped with a ramp that will require less maintenance and is much easier for all riders to board.

Income Maintenance: The Northern Consortium will be rolling out the "On Demand" interview process effective January 11th. This process will make it easier for customers to complete their intake and review appointments. Rather than having to schedule an appointment customers will now be given the option to complete their application or renewal immediately. This is an initiative that the State of Wisconsin will be requiring all consortium's to implement by January 2017. Wood County and the Northern Consortium submitted an application to pilot the process before the 2017 effective date. This application was accepted and we will be the first consortium to move forward with this initiative. The "On Demand" process is the next step in our effort to continue providing

enhanced services to our customers. We understand that this will not be a simple change; it will take a great deal of commitment from all of our staff. We look forward to this challenge.

Family Services Update by Chris Hanten

Foster Care: As we continue to increase our recruitment and retention of quality foster homes, we are partnering with the NEW Partnership for Children and Families to offer a series of the Foster Parent Foundation Training in Wood County. Historically, this training has been offered at four different locations throughout the central, northern, and western part of the state. This often requires many of our foster parents to travel a distance for a 10 series session with weekly classes that are required for initial foster parent licensing. Due to our efforts to actively seek relative placements, which under Wisconsin law are required to become licensed as foster parents within a specific period of time, as well as our efforts over the last two years to recruit new foster homes throughout the county, the NEW Partnership recognized the need to offer a class specifically located in our county to serve the large number of perspective foster parents' needs. This course will be offered starting February 29th and will be completed April 12th. This is a great opportunity for the foster parents in our community and requires social workers and supervisors that are willing to work evenings in order to cover the hours of the training. We are excited about this and how it can positively impact the children and families that we serve.

Positive Alternatives Group Home: One of the last steps related to the start-up of the Positive Alternatives Group Home was setting up the appropriate system for crisis stabilization billing for adolescents. This required collaboration between Positive Alternatives, Family Services staff and Behavioral Health staff in order to make a process that will work for many different aspects of the system. This service will be available during Mobile Crisis hours starting the first week of December. Positive Alternatives staff will be directly entering notes into the computer system and Wood County Human Services will be conducting the billing activities and monitoring of the Medical Assistance requirements.

Alternate care: On November 25, 2015 a juvenile was ordered to Lincoln Hills Correctional Facility. With the transfer of this adolescent there are four children that are currently placed in the juvenile correctional system from Wood County. Two are currently in residential care facilities upon the direction of the State and two remain on Lincoln Hills Campus. Due to the significant individual and community safety needs related to this juvenile, there were no other options for residential care available for him.

One of the issues that continues to arise in the State of Wisconsin is the result of the rate regulation process that was put in place by the State of Wisconsin approximately three years ago. This rate regulation process sets a daily bed rate for all residential care facilities in the State of Wisconsin. As a result, many residential care facilities have maintained full capacity at all times with only a few available crisis beds or immediate availability beds. As a result, they are less likely to have the capacity or willingness to take high needs children. We continue to have difficulty locating the appropriate resources for high needs children as well as maintaining them within these facilities once they are placed there. For the first time, we have had to look outside the state in order to place a teenage male as we are unable to find any resources at a residential level of care in the State of Wisconsin that was willing to accept him after his current facility gave a 30 day notice. He is currently placed in the State of Illinois just over the Wisconsin border. This distance creates difficulties for family interaction as well as social worker visits; as it can cause great expense and time for family and social workers to have active involvement in treatment planning. This issue was recently discussed at the Wisconsin Counties Human Services Associations Children and Families

PAC. At this time, this is an issue that is occurring for counties state-wide. The only recommendations from this committee would be the need to look at a change in the state rate regulation process or statutory changes that are needed.

Issues related to the increasing number of children that are in out of home care, and specifically foster care, are not unique to Wood County or the state of Wisconsin. Recently, I came across two articles that may be of interest to the committee regarding the connection between the increasing level of children in foster care and the high use of heroin, opioids and other drug abuse. The link for the first article can be found here: Foster Care System Feels Shock Waves from Heroin Addiction • SJS . This article highlights that the number of children in foster care in the United States "rose from 397,774 in 2012 to 415,129 in 2014 according to the Federal Administration for Children and Families, reversing a seven year downward trend." This is significant in that Wisconsin remains a state with skyrocketing drug arrests and usage, particularly identified in Wood County and other Central Wisconsin counties.

Another article found on National Public Radio's website is titled "Heroin Opiate Use Puts Extra Strain on the U.S. Foster Care System". (<http://www.npr.org/sections/health-shots/2015/10/27/451991809/heroin-opioid-abuse-puts-extra-strain-on-u-s-foster-care-system>) This article highlights the lack of availability of the alcohol and drug abuse services at the level that they are needed; the toll on case workers working in a system with high needs families; the impact on recruitment and retention of social workers; and the lack of ability to find homes and appropriate resources for children. These are the issues that we continue to struggle with as a society. We observe the effects of the secondary traumatic stress felt by social workers within our human services agency as well as with our foster parents, schools, and community partners dealing with the complex dynamics.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen

Personnel update: Connie Virnig has accepted the full time Mental Health/AODA Therapist position. Connie was previously in the part time therapist position.

Jean Lemanski has accepted the Mental Health/AODA Therapist Position. Jean has a great deal of experience working with families, couples, groups and individuals in residential settings and community settings. Jean will start on Monday 12/14/15.

Westley Froeba has resigned his position as Legal Services/APS Coordinator. Westley's last day with the agency will be 12/18/15.

Donna Hora-Schwobe has resigned her position as Children's Long Term Support Coordinator. Donna's last day was 12/4/15.

Comprehensive Community Services: The CCS program has exceeded original projections for the number of people enrolled in the program by the end of 2015. The current number enrolled in CCS is 106. The CSP program continues to have a waiting list. We will begin recruiting for the new budgeted CCS case manager position early in 2016.

The Wisconsin Department of Health Services Office of the Inspector General is conducting an audit of the CCS program to ensure compliance with Medicaid standards. The requested information has been submitted however we will not hear back on their findings for several months.

MH/AODA Outpatient Clinic: There are currently 140 people on the waiting list for outpatient mental health services. Some of those individuals have been on the waiting list for almost six months. People's ability to seek services elsewhere varies depending on their insurance. Many people seek services from our clinic because they need psychiatry in addition to therapy and there are so few resources for psychiatry in our area. Some have been denied services elsewhere and referred to us due to having a higher level of need or other conflicts.

Support Services Update by Jan Pelot

Personnel Update: Currently the Support Services Division has one staff member on Workers Compensation, and one staff on FMLA. In addition, as of January 11, 2016 a Full-Time clerk position will be reduced to a Part-Time position due the implementation of the Northern Income Maintenance Consortium On-Demand Call Center pilot program and subsequent elimination of Call Center Clerical funding.

HIPAA Update: Wood County Human Services Department has updated the HIPAA training materials to meet the requirements and all staff will complete the training by December 31, 2015. All new staff will review the material during an internal orientation. All 2016 updates to the HIPAA Requirements will be disseminated in a similar format.

Fiscal Services Update by Jo Timmerman

Norwood: On 12-2-15 Norwood received its new reimbursement rates for the Crossroads Unit. The rates are retroactive to 7-1-15 at \$136.34 and 10-1-15 at \$138.55. The prior rate had been \$135.48. Our TBI rates retroactive to 1-1-14 are still pending.

Norwood financial data has been analyzed at the function levels for amendments required to the 2015 budget. A resolution will be presented.

The Norwood Payroll Clerk and Accounting Clerk attended training on 12-2-15 conducted by the Systems Department in the new HRMS payroll system.

We have begun billing for psychiatry services on the Admissions unit for our first partial month of October. As we progress through the processing of these billings and subsequent payments we will provide updates to the committee.

Our Business Office staff member out on FMLA returned on 11-30-15.

Community: Community programs' financial data has been analyzed at divisional levels for amendments required to the 2015 budget. A resolution will be presented.

The Community side Payroll Clerk, Billing Clerk and their supervisor also attended the training conducted by the Systems Department in the new HRMS payroll system.

CCS (Comprehensive Community Services) and WIMCR (Wisconsin Medicaid Cost Report) settlement payments remain pending.

We have received a request for records from the Department of Health Services (DHS) for selected client records for CCS services provided from 8-1-14 through 9-30-15 in order to conduct an audit

of the program. All fiscal and clinical records for the indicated clients for the entire time frame were required. Those records have been submitted.

Our candidate for the Administrative Clerk IV position who was scheduled to start employment with us on 11-30-15 recanted her acceptance. We have moved to another candidate and have extended a verbal offer to that candidate.

Human Services has been notified by the Office of the Inspector General that the accounting firm used by one of our providers has failed its peer review. The firm is required to report this failure to the provider along with the funding agency (the county).

Norwood at Wood County Annex and Health Center Update by Jordon Bruce

Locum coverage is secured through January 17, 2016. We are currently working on coordinating the next schedule of Locum providers which will run from mid-January thru the end of April.

Kathy Roetter and I are continuing to work with Merritt Hawkins on securing permanent providers. We offered to a Psychologist but were unable to come to an agreement so we have started our search for other candidates. We have begun reference checks and a background check on a Nurse Practitioner candidate and hope to have that candidate accept our offer.

The admissions unit has seen census on the unit hit 14 patients in the last month and have had no deferrals since our bed cap has been lifted. I have reached out to the Human Services Directors of the counties we contract with to let them know that our cap has been lifted to hopefully increase the utilization. We have also made changes to offer Activity services seven days a week to the patients. With this addition, we are now providing consistent services seven days a week.

The Crossroads unit is at its maximum capacity of 16 residents. We have been performing bed management to identify individuals that are ready to "step down" to a lesser restrictive setting before being discharged back into the community. We are able to use up to four of the beds on the TBI unit that currently sit empty. With doing this, we have been able to open an occasional bed on Crossroads that we have been able to accept Emergency Protective Placements (EPP's) that Edgewater has been unable to accept. We have had two EPP's in the last month with good outcomes.

I have completed the tours of the other two TBI units in the state and are working on idea's that were taken away from those tours to implement and offer to those TBI patients on Pathways.

Norwood Maintenance Department

Work continues on the Fire Alarm System upgrade. Complete Control has increased staffing on the project due to falling behind on the schedule, but are still on pace to complete this phase by the end of this year.

A grant was brought to our attention in November that would fund planning and research into ways to increase energy efficiency for our facility. We submitted our proposal for the amount of \$18,200 that would cover a comprehensive evaluation of our building. We were successful in receiving this grant, which will be disbursed in January 2016.

Favorable weather conditions have offered us a slight reprieve on heating and snow removal costs this month.

Norwood Dietary Department

Congregate meal program served 4,903 consumers in November. This brings the yearly total to 58,211. The Thanksgiving meal was served to 390 consumers with very good comments on the meal that was prepared. The Thanksgiving meal at Norwood Health Center was also received very well.

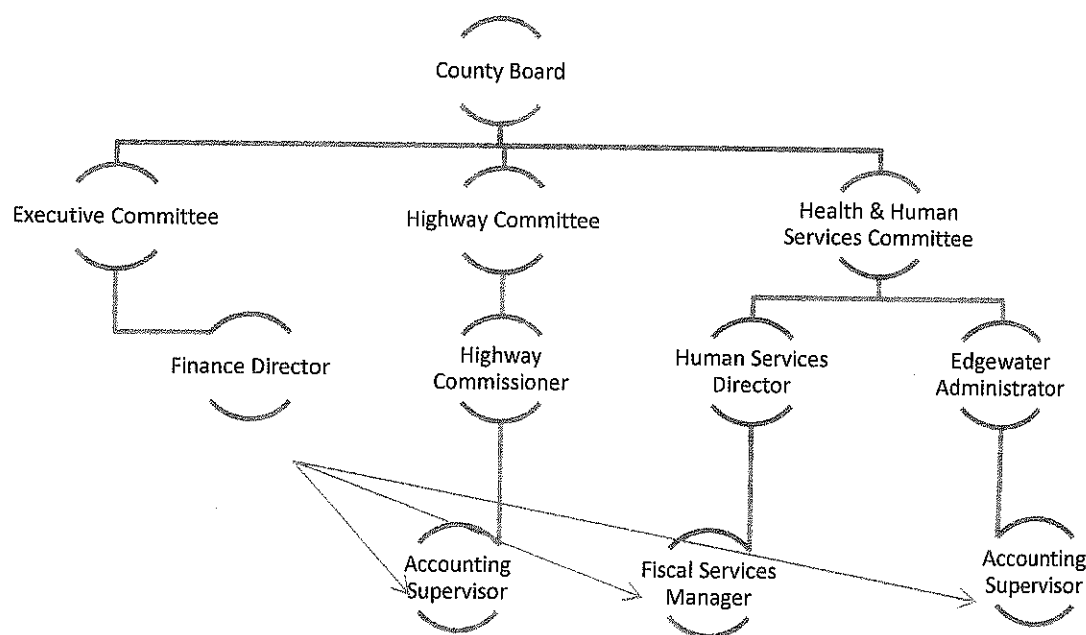
November 2015 Referrals for TBI Unit

| Date | From | Patient | Status | Additional Info |
|-----------|---|-----------|----------|-------------------------------------|
| 11/4/2015 | Crossroads Care of Milwaukee | 51 male | declined | Looking for LTC for TBI/MI-no rehab |
| 11/5/2015 | Wheaton Franciscan Healthcare (Racine WI) | 47 female | declined | Looking for LTC for TBI/MI-no rehab |

1.1 CONTROL ENVIRONMENT

1.1.0 INTRODUCTION

The control environment is the set of standards, processes, and structures that provide the basis for carrying out internal control across the County. The County Board, Oversight Committees and Department Heads establishes' the tone at the top regarding the importance of internal control including expected standards of conduct. Department Heads reinforces' expectations at the various levels of the County. The control environment comprises the integrity and ethical values of the County; the parameters enabling the County Board to carry out its oversight responsibilities; the County structure and assignment of authority and responsibility; the process for attracting, developing, and retaining competent individuals; and the rigor around performance measures, incentives, and rewards to drive accountability for performance. The resulting control environment has a pervasive impact on the overall system of internal control.



1.1.1 INTEGRITY AND ETHICAL VALUES

All fiscal oversight as noted below demonstrates a commitment to integrity and ethical values by following the Code of Professional Ethics established by the Government Finance Officers Association found in Appendix 1.

- Finance Department
- Head accountants (i.e. Accounting Supervisors of the Highway and Edgewater and the Fiscal Services Manager from Human Services)
- All other persons/departments with fiscal responsibility

The Finance Department and head accountants demonstrate through their directives, actions, and behavior the importance of integrity and ethical values to support the functioning of the system of internal control:

- **Mission statements**

- The mission of the Finance Department is to provide financial stability to the County level of government for the residents of Wood County. In order to achieve this, the Department must be able to provide a comprehensive financial accounting and reporting system for the entire reporting entity. The Department must also be able to provide the support for the annual budget process.
- The Finance Department's mission must avail itself to all Federal and State laws and financial reporting requirements established by the Governmental Accounting Standards Board (GASB). The Finance Department must also provide the financial and budgeting activities of Wood County under more specific guidance from the ordinances and resolutions of the County Board of Supervisors.

- **Values statements**

- Our vision is to inspire public trust in Wood County government by providing exemplary financial services, safeguarding the County's financial integrity, and ensuring compliance with fiduciary responsibilities and professional directives. We stand committed to provide accurate accounting, prompt payment of obligations, management of information for decision making, timely and meaningful financial reporting, and effective financial planning. We strive to become the trusted source of financial information to account for the past, direct the present, and shape the future.

The expectations of management concerning integrity and ethical values are defined in the Wood County Employee Handbook Section IV Personal Conduct and Discipline (i.e. standards of conduct) and the Finance Departments core values are understood at all levels of the County accountants:

Finance Departments Core Values:

- **Integrity** – Conduct ourselves in an honest and credible manner and to abide by high ethical and moral standards by:
 - Develop reliable and accurate practices for financial reporting
 - Observe and apply confidentiality in all areas that are legally required
 - Follow through on promises and obligations
 - Promise to be Honest, Courteous, Mutually Respectful and Trust in Others
 - Be receptive to feedback and beneficial criticism

- **Service** – Meet and facilitate the needs of the county in a “customer-oriented” manner by:
 - Develop and maintain financial information that is useful, accurate and relevant for financial users
 - Encompass the concept of quality in everything we do, having a service mindset when dealing with employees and the public and demanding a lot of ourselves
 - Provide services in a courteous and professional manner
 - Reply to requests of employees and the public in a timely manner
 - Understand the needs or concerns of the customer
 - Explain decisions and actions to our customer
 - Meet or exceed customer expectations
- **Excellence** – Achieve excellence in all our assigned responsibilities. We will carry out our responsibilities with pride, professionalism, enthusiasm and ownership by:
 - Develop and continued improvement of County-wide financial, accounting and internal control policies and procedures
 - Maintain best practices standards set by professional organizations by participating in continuing education and training
- **Sensitivity** – Demonstrate a sincere and caring attitude toward those with whom we interact. We will treat others with dignity and respect by:
 - Recognize and respect individual's uniqueness, talents and strengths
 - Work with all County employees and the public to provide meaningful assistance and service
- **Shared Purpose** – Create an environment where harmony, cooperation, camaraderie and team effort is fostered. We will strive for win-win solutions by:
 - Look at the big picture; what is best for the county
 - Know our individual role, responsibilities and job duties
 - Cooperate with others
 - Understand and appreciate the problems of others
 - Be supportive of the County, your department and your team
 - Provide timely and accurate financial reporting and related data to all stakeholders and employees
 - Develop training and accounting support services for County employees
- **Stewardship of Resources** – Make continual improvements in the stewardship of financial resources by:

- Inform appropriate staff on implementing new efficient and effective cost saving opportunities
- Work to reduce costs by brainstorming new efficient and effective ways to use County assets
- Periodically review objectives of the County to measure process and policies efficiency and effectiveness and recommend improvements for cost savings
- Safeguarding all County assets in our care through effective internal controls

Processes are in place to evaluate the performance of individuals and teams against the County's expected standards of conduct.

Deviations from expected standards of conduct are addressed in a timely and consistent manner.

1.1.2 OVERSIGHT RESPONSIBILITY

The Finance Department exercises oversight over the development and performance of internal control.

The Finance Director has the authority to hire as well as terminate, as necessary for the Deputy Finance Director position. The Finance Director establishes succession planning for the Finance Director position. The Finance Director is then charged with overall execution of the entity's strategy, achievement of its objectives, and effectiveness of the system of internal control. The Executive Committee is responsible for providing oversight and constructive challenge to department heads.

Capabilities expected of all accountants include integrity and ethical standards, leadership, critical thinking, and problem-solving. Further, the head accountants are expected to include more specialized skills and expertise, with sufficient overlap to enable discussion and deliberation, such as:

- Internal control mindset (e.g., professional skepticism, perspectives on approaches for identifying and responding to risks, and assessing the effectiveness of the system of internal control)
- Financial expertise, including financial reporting (e.g., accounting standards, financial reporting requirements)
- Legal and regulatory expertise (e.g., understanding of governing laws, rules, and standards)
- Social and environmental expertise (e.g., understanding of organizational transparency, stakeholder engagement and democratic participation in organizational accountability practice)

- Relevant systems and technology (e.g., understanding critical systems and technology challenges and opportunities)

Reporting to the County Board and Oversight Committees occurs both on a regular and ad hoc basis, as needed, to help the board and Committees oversee the issues relating to the system of internal control.

1.1.3 STRUCTURE, AUTHORITY AND RESPONSIBILITY

The Finance Department establishes, with the Oversight Committees, oversight, structures, reporting lines and appropriate authorities and responsibilities in the pursuit of objectives. The Finance Department works within the organizational structure presented in the introduction to the Control Environment.

The oversight of Internal Controls considers the needs and expectations of the Department Heads, Oversight Committees and the County Board to support the achievement of objectives.

As demonstrated in the Control Environment Introduction the Deputy Finance Director has a direct reporting line with the Finance Director. The Head Accountants have a direct reporting line with the Finance Department (related to financial matters and reporting) and with their respective Department Heads.

The Finance Director has final authority and responsibility for all matters related to financial record keeping related to the General Ledger, Balance Sheet and Income Statement presentations, with the exceptions of department specific reporting requirements outside of the county (e.g. Programs, CARS, Cost Reports, Highway State Reporting, etc.)

- **Defines Authorities and Responsibilities**

- Finance Department – Establishes directives, guidance and control to enable Head Accountants and their staff to understand and carry out their internal control responsibilities.
- Head Accountants – Guides and facilitates to their staff the execution of the Finance Department directives for the County.
- Personnel – Understands the County's standard of conduct, assessed risks to objectives and the related control activities at their respective levels of the County, the expected information and communication flow and monitoring activities relevant to their achievement of the objectives.

- **Assigns Authorities and Responsibilities**

- The Finance Department – is ultimately responsible to the Executive Committee for establishing directives, guidance and control to enable the

Head Accountants and their staff to understand and carry out their responsibilities.

- Head Accountants – executes the Finance Departments directives for the County by ensuring their department is in compliance with the directives set by the finance department as it relates to GASB/GAAP.
- Personnel – Understands the County's standard of conduct, objectives as defined in relation to their area of responsibility, assessed risks to objectives and the related control activities at their respective levels of the County, information and communication flow and monitoring activities relevant to their achievement of the objectives.

- **Limitations Authorities and Responsibilities**

- Delegation occurs only to the extent required to achieve the accounting objectives (e.g. review and approval of GASB/GAAP related entries).
- Decision making is based on sound practices for identifying and assessing risks (e.g. County Policy's)
- Duties are segregated to reduce the risk of inappropriate conduct in the pursuit of objectives and requisite checks and balances occur from the highest to the lowest levels of the department (e.g. defining roles, responsibilities and performance measures in a manner to reduce any potential for conflicts of interest).
- Technology is leveraged as appropriate to facilitate the definition and limitations of roles and responsibilities within the workflow of business processes.

1.1.4 COMPETENCE

The Finance Director and the Department Heads demonstrate a commitment to attract, develop and retain competent individuals in alignment with objectives.

The Finance Department establishes the organizational structure as shown in section 1.1.1 and reporting lines necessary to plan, execute, control and periodically assess the activities of the Head Accountants to carry out the Finance Departments oversight responsibility. The Finance Department is supported by requisite processes and technology to provide for clear accountability and information flows within and across the overall accounting structure.

The Finance Department in collaboration with the department heads and human resources establishes policies and practices related to the job descriptions, qualifications, hiring, termination and evaluation for the Head Accountants.

- Requirements and rationale (e.g., implications of laws, rules, regulations and standards for the County)
- Skills and conduct necessary to support internal control in the achievement of the County's objectives. (e.g., knowledge of GASB/GAAP accounting principles).
- Defined accountability for performance of key business functions.
- Basis for evaluating shortcomings and defining remedial actions as necessary (e.g., correcting and/ or strengthening the skills of accountants).
- Means to react dynamically to change (e.g., internal decision to modify business processes).

The Finance Director along with the respective Department Heads performs periodic and/or annual job evaluations. The Finance Director along with the respective Department Heads and Human Resources work together to decide on corrective action plans.

- The Finance Director – evaluates the competence of the Head Accountants in relation to established policies, practices and acts necessary to address any deviations or shortcomings in relation to accounting standards. The Finance Director will provide the respective department heads advance written acknowledgement of any deviations or shortcomings from accounting standards to be used in conjunction with the department head's annual evaluation of said head accountant.
- Head Accountants – evaluates the competence of their staff in relation to established policies, practices and acts necessary to address any shortcomings or excesses in relation to accounting standards.

The Finance Director is directly involved in recruitment, retention and determining the qualifying credentials needed for the position as well as being part of the hiring process.

- **Attract** – The Finance Director along with the respective Department Heads conduct formal, in-depth employment interviews to describe the County's history, culture and operating style and conduct procedures to determine whether a particular candidate fits with the organizational needs and has the competence for the proposed position.
- **Orientation** – The Finance Department will provide orientation as it relates to the Accounting Policy and Standards followed by the County. In addition the Finance Department will provide all Dynamics Software training.
- **Train** – The Finance Director along with the respective Department Heads enable individuals to develop competencies appropriate for assigned roles and

responsibilities, reinforce standards of conduct and expected levels of competence for particular assignments, tailor training based on roles and needs and consider a mix of delivery techniques, including classroom instruction, self-study and/or on the job training.

- **Mentor** – The Finance Director along with the respective Department Heads provide guidance on the individual's performance toward expected standards of conduct and competence, aligned the individuals skills and expertise with the County's objectives and help staff adapt to an evolving environment.
- **Evaluate** - The Finance Director along with the respective Department Heads measure the performance of individuals in relation to the achievement of objectives and demonstration of expected conduct and against agreed upon standards.
- **Retain** - The Finance Director along with the respective Department Heads provide incentives to motivate and reinforce expected levels of performance and desired conduct, including training and credentialing as appropriate.

1.1.5 ACCOUNTABILITY

The Finance Director in conjunction with department heads has authority to enforce and hold individual Head Accountants accountable for their internal control responsibilities in the pursuit of County objectives.

The Finance Director in conjunction with department heads enforces accountability of Head Accountants who fail to follow directives, performance evaluations and deviations from GASB/GAAP.

The Finance Director establishes performance measures as it relates to the accounting functions of the position.

The Finance Director performs evaluations and measures the Head Accountants performance as it relates to GASB/GAAP accounting.

Any financial record keeping and reporting requested or directed to the Head Accountants or any staff of the County by Department Heads, Elected Officials and/or outside parties can be brought to the Finance Director for final agreement or disagreement. Resolution of any disagreements will be between the Finance Director and the requesting parties.

Performance and Corrective actions for Head Accountants will be drafted with the assistance of Human Resources, the Finance Director and the Department Heads.

APPENDIX 1

Code of Professional Ethics

The Government Finance Officers Association of the United States and Canada is a professional organization of public officials united to enhance and promote the professional management of governmental financial resources by identifying, developing and advancing fiscal strategies, policies, and practices for the public benefit.

To further these objectives, all government finance officers are enjoined to adhere to legal, moral, and professional standards of conduct in the fulfillment of their professional responsibilities. Standards of professional conduct as set forth in this code are promulgated in order to enhance the performance of all persons engaged in public finance.

I. Personal Standards

- Government finance officers shall demonstrate and be dedicated to the highest ideals of honor and integrity in all public and personal relationships to merit the respect, trust, and confidence of governing officials, other public officials, employees, and of the public.
- They shall devote their time, skills, and energies to their office both independently and in cooperation with other professionals.
- They shall abide by approved professional practices and recommended standards.

II. Responsibility as Public Officials

- Government finance officers shall recognize and be accountable for their responsibilities as officials in the public sector.
- They shall be sensitive and responsive to the rights of the public and its changing needs.
- They shall strive to provide the highest quality of performance and counsel.
- They shall exercise prudence and integrity in the management of funds in their custody and in all financial transactions.
- They shall uphold both the letter and the spirit of the constitution, legislation, and regulations governing their actions and report violations of the law to the appropriate authorities.

III. Professional Development

Government finance officers shall be responsible for maintaining their own competence, for enhancing the competence of their colleagues, and for providing encouragement to those seeking to enter the field of government finance. Finance officers shall promote excellence in the public service.

IV. Professional Integrity - Information

- Government finance officers shall demonstrate professional integrity in the issuance and management of information.
- They shall not knowingly sign, subscribe to, or permit the issuance of any statement or report which contains any misstatement or which omits any material fact.
- They shall prepare and present statements and financial information pursuant to applicable law and generally accepted practices and guidelines.
- They shall respect and protect privileged information to which they have access by virtue of their office.
- They shall be sensitive and responsive to inquiries from the public and the media, within the framework of state or local government policy.

V. Professional Integrity - Relationships

- Government finance officers shall act with honor, integrity, and virtue in all professional relationships.
- They shall exhibit loyalty and trust in the affairs and interests of the government they serve, within the confines of this Code of Ethics.
- They shall not knowingly be a party to or condone any illegal or improper activity.
- They shall respect the rights, responsibilities, and integrity of their colleagues and other public officials with whom they work and associate.
- They shall manage all matters of personnel within the scope of their authority so that fairness and impartiality govern their decisions.
- They shall promote equal employment opportunities, and in doing so, oppose any discrimination, harassment, or other unfair practices.

VI. Conflict of Interest

- Government finance officers shall actively avoid the appearance of or the fact of conflicting interests.
- They shall discharge their duties without favor and shall refrain from engaging in any outside matters of financial or personal interest incompatible with the impartial and objective performance of their duties.
- They shall not, directly or indirectly, seek or accept personal gain which would influence, or appear to influence, the conduct of their official duties.
- They shall not use public property or resources for personal or political gain.

CREDIT CARD SUMMARY- HUMAN SERVICES DEPARTMENT

Statement Date
Amount Due

WALMART 11/16/2015 \$859.06
USBANK \$0.00
\$859.06 TOTAL BOTH CARDS

Due Date
Date Received
Date Paid
VOUCHER #

12/12/2015
11/24/2015
12/2/2015
4015-5956

| Object | Description | Program Amount | CBRF-AIRPORT | ADMIN | AODA | CCS | NHC ADMIN | NHC- NURSING | NHC-SNF- CMI | NHC- INPATIENT | NHC-SNF/TBI | YOUTH AIDS |
|-----------|-------------------------------|-------------------|--------------|-------|------|------|--------------|-----------------|-----------------|-------------------|-------------|------------|
| 243 | BUILDING REPAIRS | 0.00 | | | | | | | | | | |
| 252 | OTHER-START UP COST | 0.00 | | | | | | | | | | |
| 250 | OTHER PURCHASES-WAIVERS | 0.00 | | | | | | | | | | |
| 260 | OTHER PURCHASES | 0.00 | | | | | | | | | | |
| 270 | OTHER PURCHASES | 0.00 | | | | | | | | | | |
| 273 | CLUBHOUSE | 0.00 | | | | | | | | | | |
| 290 | STATE PASS THROUGH FUNDS | 0.00 | | | | | | | | | | |
| 290 | CW PASS THROUGH FUNDS | 0.00 | | | | | | | | | | |
| 292 | CLIENT SERVICES | 0.00 | | | | | | | | | | |
| 311 | OFFICE SUPPLIES | 0.00 | | | | | | | | | | |
| 313 | POSTAGE | 0.00 | | | | | | | | | | |
| 324 | ADVERTISING | 0.00 | | | | | | | | | | |
| 326 | SUBSCRIPTIONS | 0.00 | | | | | | | | | | |
| 329 | SUBSCRIPTIONS | 0.00 | | | | | | | | | | |
| 331 | MEETINGS / TRAVEL | 0.00 | | | | | | | | | | |
| 332 | MEALS/LODGING | 0.00 | | | | | | | | | | |
| 333 | MEALS/LODGING | 0.00 | | | | | | | | | | |
| 336 | PERSONNEL DEVELOPMENT | 0.00 | | | | | | | | | | |
| 341 | PROGRAM SUPPLIES | 0.00 | | | | | | | | | | |
| 344 | FOOD | 859.06 | 859.06 | | | | | | | | | |
| 344 | FOOD | 0.00 | | | | | | | | | | |
| 343 | LINENS/CBRF | 0.00 | | | | | | | | | | |
| 346 | PROGRAM SUPPLIES | 0.00 | | | | | | | | | | |
| 348 | HOUSEKEEPING/KITCHEN SUPPLIES | 0.00 | 0 | | | | | | | | | |
| 348 | HOUSEKEEPING/KITCHEN SUPPLIES | 0.00 | | | | | | | | | | |
| 349 | GRANT EXPENSE | 0.00 | | | | | | | | | | |
| 399 | MISC EXPENS | 0.00 | | | | | | | | | | |
| 391 | CANTEEN | 0.00 | | | | | | | | | | |
| 390 | EQUIPMENT < 500 | 0.00 | | | | | | | | | | |
| 700 | ELDER ABUSE FUNDED EXPENSES | 0.00 | | | | | | | | | | |
| 819 | CI | 0.00 | | | | | | | | | | |
| 822 | OUTLAY | 0.00 | | | | | | | | | | |
| 829 | CAPITAL IMPROVEMENT | 0.00 | | | | | | | | | | |
| TOTAL | | 859.06 | 859.06 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SUB-TOTAL | | \$ 859.06 | | | | | | | | | | |

US BANK CHARGES IN GREY

County of Wood
Report Claims for: Edgewater Haven Nursing Home November 2015
12150841 - 12150908

1
OC

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--------------------------------------|---------------------------|-----------------|---------------|
| 12150841 | HD SUPPLY FACILITIES MAINTENANCE LTI | MAINTENANCE SUPPLIES | 11/02/15 | \$81.90 |
| 12150842 | MADA EMBROIDERY & SCREEN PRINTING | EDGEWATER CLOTHING ORDE | 11/04/15 | \$387.79 |
| 12150843 | MCMaster-CARR SUPPLY CO | MAINTENANCE SUPPLIES | 11/05/15 | \$82.64 |
| 12150844 | PROFESSIONAL MEDICAL | NURSING SUPPLIES | 11/05/15 | \$910.46 |
| 12150845 | STATE INDUSTRIAL PRODUCTS | MAINTENANCE SUPPLIES | 11/04/15 | \$737.83 |
| 12150846 | ADVANCED DISPOSAL | WASTE DISPOSAL | 10/31/15 | \$774.72 |
| 12150847 | DIRECT SUPPLY | DIETARY SUPPLIES | 11/10/15 | \$144.93 |
| 12150848 | EDWARD DON & CO | SHEET PAN | 11/11/15 | \$42.18 |
| 12150849 | EDWARD DON & CO | DIETARY SUPPLIES | 11/05/15 | \$234.20 |
| 12150850 | FIRE & SAFETY EQUIPMENT | SEMI ANNUAL SERVICE | 09/24/15 | \$98.95 |
| 12150851 | GANNETT WISCONSIN MEDIA | NEWSPAPER SUBSCRIPTION | 11/16/15 | \$16.00 |
| 12150852 | GARRISON'S SEPTIC INC | PUMP GREASE TRAP | 11/03/15 | \$660.00 |
| 12150853 | GRAINGER (Edgewater) | DRUM REVERSING SWITCH | 11/05/15 | \$71.78 |
| 12150854 | GRAINGER (Edgewater) | MAINTENANCE SUPPLIES | 11/03/15 | \$86.33 |
| 12150855 | HOME DEPOT CREDIT SERV (Edgewater) | MAINTENANCE SUPPLIES | 11/02/15 | \$53.95 |
| 12150856 | MCKESSON MEDICAL | NURSING SUPPLIES | 11/11/15 | \$1,103.64 |
| 12150857 | PHILLIPS TOTAL CARE PHARMACY | OT DRUGS/MA | 10/31/15 | \$11,512.17 |
| 12150858 | PITNEY BOWES | POSTAGE METER LEASE | 11/13/15 | \$126.00 |
| 12150859 | SERENITY AQUARIUM & AVIARY SERVICE | BIRD AVIARY MAINTENANCE | 11/11/15 | \$89.00 |
| 12150860 | TOTAL COMPUTER SYSTEMS LTD | DATA PROCESSING FEE | 09/30/15 | \$87.50 |
| 12150861 | WI DEPT OF JUSTICE | CRIMINAL RECORD CHECKS | 11/02/15 | \$40.00 |
| 12150862 | HIBU INC | ADVERTISING | 11/10/15 | \$65.00 |
| 12150863 | LANGE KATHLEEN | REFUND OF OVERPAYMENT | 11/15/15 | \$152.33 |
| 12150864 | MARSHALL & STEVENS INC | APPRAISAL | 10/30/15 | \$314.19 |
| 12150865 | PROFESSIONAL MEDICAL | NURSING SUPPLIES | 11/19/15 | \$803.40 |
| 12150866 | WAL-MART COMMUNITY/RFCSLLC | DEPT EXPENSES | 11/16/15 | \$97.84 |
| 12150867 | ACE HARDWARE | MAINTENANCE SUPPLIES | 11/06/15 | \$26.36 |
| 12150868 | ACCURATE IMAGING INC | PORTABLE X-RAY | 11/30/15 | \$1,088.27 |
| 12150869 | ALLIANT ENERGY/ WP&L | ELECTRIC BILL | 11/30/15 | \$5,950.83 |
| 12150870 | BALTUS OIL COMPANY | GASOLINE | 11/30/15 | \$78.10 |
| 12150871 | BSG MAINTENANCE INC | CONTRACT HOUSEKEEPING | 11/25/15 | \$11,449.35 |
| 12150872 | CHARTER COMMUNICATIONS- MILWAUKEE | MONTHLY CABLE FOR RESIDEI | 11/30/15 | \$1,197.86 |
| 12150873 | CLASEN DR RICHARD MD | MEDICAL DIRECTORS FEE | 11/30/15 | \$1,000.00 |
| 12150874 | COMPLETE CONTROL | BOILER ROOM DAMPIER | 11/27/15 | \$1,380.00 |
| 12150875 | COMPLETE CONTROL | REPAIR HEATING | 11/18/15 | \$116.00 |
| 12150876 | CREST HEALTH CARE | ANTI-ROLLBACK | 11/23/15 | \$288.24 |
| 12150877 | CREST HEALTH CARE | MAINTENANCE SUPPLIES | 11/12/15 | \$159.65 |
| 12150878 | DIERKS WAUKESHA | FOOD & SUPPLIES | 11/30/15 | \$3,072.62 |
| 12150879 | ASPIRUS DOCTOR'S CLINIC INC | MEDICAL PROCEDURE | 11/30/15 | \$915.34 |
| 12150880 | DIRECT SUPPLY | FREEDOM SWEDISH AFO | 11/23/15 | \$32.99 |
| 12150881 | EARTHGRAINS COMPANY THE | BAKERY | 11/30/15 | \$583.93 |
| 12150882 | EATING WELL ETC | CONTRACT DIETICIAN | 11/25/15 | \$387.50 |
| 12150883 | EDWARD DON & CO | SAUTE PAN | 11/13/15 | \$41.81 |
| 12150884 | FARMER BROTHERS COFFEE | COFFEE & SUPPLIES | 11/25/15 | \$736.36 |
| 12150885 | FOREFRONT TELECARE INC | PSYCHIATRY FOR RESIDENTS | 11/30/15 | \$499.00 |
| 12150886 | GRAINGER (Edgewater) | CONSTRUCTION ADHESIVE | 11/12/15 | \$17.00 |
| 12150887 | GRAINGER (Edgewater) | CARRIAGE BOLT | 11/12/15 | \$5.00 |
| 12150888 | IGA | DIETARY SUPPLIES | 11/30/15 | \$179.17 |
| 12150889 | LITURGICAL PUBLICATIONS INC | ADVERTISING | 11/16/15 | \$360.00 |
| 12150890 | MARSHFIELD CLINIC | LAB & X-RAY'S | 11/30/15 | \$98.34 |
| 12150891 | MCMaster-CARR SUPPLY CO | MAINTENANCE SUPPLIES | 11/19/15 | \$54.61 |
| 12150892 | MEDLINE INDUSTRIES | NURSING SUPPLIES | 11/19/15 | \$3,114.68 |
| 12150893 | MSM DISTRIBUTION | HOUSEKEEPING SUPPLIES | 11/16/15 | \$527.75 |
| 12150894 | NEKOOSA FLORAL & GIFTS | FUNERAL FLOWERS | 11/30/15 | \$49.98 |
| 12150895 | PHOENIX TEXTILE CORP | WASHCLOTHES & TOWELS | 11/19/15 | \$168.39 |
| 12150896 | REINHART FOOD SERVICE | FOOD SUPPLIES | 11/30/15 | \$16,809.86 |
| 12150897 | REINHART FOOD SERV CHEMICAL DIV | LAUNDRY SUPPLIES | 11/13/15 | \$473.41 |

Report Claims for: Edgewater Haven Nursing Home November 2015
12150841 - 12150908

| | | | | |
|---------------------|------------------------------------|-------------------------|----------|---------------------------|
| 12150898 | RIVER CITY CAB | LAB RUNS | 11/30/15 | \$45.00 |
| 12150899 | SERENITY AQUARIUM & AVIARY SERVICE | BIRD AVIARY MAINTENANCE | 11/30/15 | \$89.00 |
| 12150900 | SMS RESPIRATORY SERVICES | OXYGEN & SUPPLIES | 11/30/15 | \$1,030.06 |
| 12150901 | STEWART SERVICE LLC | PEST CONTROL | 11/11/15 | \$75.00 |
| 12150902 | UPS STORE THE | RETURN INSERVICE VIDEO | 11/30/15 | \$9.71 |
| 12150903 | WHEELS OF INDEPENDENCE INC | CAB RIDES FOR RESIDENTS | 11/30/15 | \$210.00 |
| 12150904 | WI DEPT OF JUSTICE | CRIMINAL RECORD CHECKS | 11/30/15 | \$10.00 |
| 12150905 | WI DEPT OF HEALTH & SOC SERV | MONTHLY BED ASSESSMENT | 11/30/15 | \$15,300.00 |
| 12150906 | WOOD TRUST | MULTIPLE DEPT EXPENSES | 11/30/15 | \$275.48 |
| 12150907 | DRAPER TRACEY | MILEAGE REIMBURSEMENT | 11/30/15 | \$266.23 |
| 12150908 | WISCONSIN RIVER ORTHOPAEDICS | MEDICAL PROCEDURE | 11/30/15 | \$61.94 |
| Grand Total: | | | | <u>\$87,009.55</u> |

| | |
|--------------------|---------------------|
| Operational outlay | \$ 87,009.55 |
| Capital outlay | - |
| | <u>\$ 87,009.55</u> |

Donna Rozar

Peter Hendler

Michael Feirer

Doug Machon

Marion Hokamp

Lori Slattery-Smith

Jeffrey Koszczuk

Jessica Vicente

Tom Buttke

AGENDA ITEM 5c - Consent Veterans Vouchers.

12/9/2015 2:34:18 PM

County of Wood

1

Report of Claims for Veterans Services - December 2015

For the range of vouchers: 31150039 31150042 31150044 31150046

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|----------|------------------------------|--------------------------------|--------------|------------|------|
| 31150039 | WOOD COUNTY EMERGENCY MNGMT | Crew fees for Vets Stand Down | 11/23/2015 | 34.00 | |
| 31150040 | NACVSO | NACVSO Membership dues | 11/23/2015 | 120.00 | |
| 31150041 | VETERANS INFORMATION SERVICE | What Every Vet Shld Know books | 11/23/2015 | 50.00 | |
| 31150042 | DATASPEC INC | VetraSpec database annual fee | 11/23/2015 | 1196.00 | P |
| 31150044 | TEMPLE ALUMINUM FOUNDRY INC | 157 grave markers | 11/23/2015 | 1516.00 | |
| 31150045 | WOODTRUST BANK NA | Monthly Visa Bill | 12/01/2015 | 100.00 | P |
| 31150046 | LARSON ROCK | November Travel Expenses | 12/08/2015 | 340.93 | |
| | | | Grand Total: | \$3,356.93 | |

Committee Chair

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

REPORT OF CLAIMS FOR

For the Range of Vouchers: 15150434 to 15150467

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> | |
|--------------------|--------------------------------|-------------------------------|-----------------|---------------|---|
| 15150434 | SALEWSKI SARAH | OCT MILEAGE | 11/10/15 | \$110.09 | P |
| 15150435 | ABR EMPLOYMENT SERVICES | Temp Employee | 12/01/15 | \$64.22 | P |
| 15150436 | CAMACHO & ASSOCIATES SAFETY C | Training Exercise | 11/09/15 | \$1,800.00 | P |
| 15150437 | GANNETT WISCONSIN MEDIA | Subscription | 11/16/15 | \$288.03 | P |
| 15150438 | HEMOCUE AMERICA/RADIOMETER A | Prog Supplies (CS) | 11/18/15 | \$1,680.00 | P |
| 15150439 | MCKESSON GENERAL MEDICAL CO | WIC Clinic Supplies (CS) | 11/25/15 | \$2,736.35 | P |
| 15150440 | ASPIRUS RIVERVIEW HOSPITAL & C | RENT - All Prog | 12/01/15 | \$8,128.59 | P |
| 15150441 | UNITED WAY OF INNER WISCONSIN | 2016 Member Dues (EP) | 12/01/15 | \$25.00 | P |
| 15150442 | IVISIONMOBILE | Texting Service | 12/01/15 | \$128.05 | P |
| 15150443 | PITTSVILLE SCHOOL DISTRICT | Event Charge | 11/30/15 | \$112.50 | P |
| 15150444 | WISCONSIN WIC ASSOCIATION | Support Staff Trng (ET/SS) | 11/23/15 | \$50.00 | P |
| 15150445 | WOODTRUST BANK NA | ALL PROG Credit Card | 11/20/15 | \$4,996.55 | P |
| 15150446 | ANDERSON SUE | Oct and Nov Mileage | 12/01/15 | \$240.35 | P |
| 15150447 | BLEY KALLISTA | Conf Exp/Mileage | 12/03/15 | \$284.65 | P |
| 15150448 | CARLSON DANITA | Mileage | 12/03/15 | \$90.28 | P |
| 15150449 | CARLSON KATHRYN | Mileage | 12/03/15 | \$192.05 | P |
| 15150450 | EGGLESTON NANCY | Mileage/Meals | 12/03/15 | \$546.28 | P |
| 15150451 | FRANCE AMBER | Mileage ((NE) | 12/03/15 | \$83.95 | P |
| 15150452 | GARSKI DANIELLE R | Mileage/Exp | 12/03/15 | \$217.60 | P |
| 15150453 | HILLER DANIELLE | Mileage/Meal | 12/03/15 | \$299.53 | P |
| 15150454 | KOLODZIEJ GREG | Mileage/Meals | 12/03/15 | \$213.34 | P |
| 15150455 | KRUBSACK SARAH | Mileage (CS-42.55/BFPC-17.83) | 12/03/15 | \$60.38 | P |
| 15150456 | KUNFERMAN SUSAN | Mileage/Meals | 12/03/15 | \$580.40 | P |
| 15150457 | LARSON MEGAN | Mileage | 12/03/15 | \$63.83 | P |
| 15150458 | MANCL BETSY | Mileage (CS) | 12/03/15 | \$85.10 | P |
| 15150459 | MEIDL LEAH | Mileage | 12/03/15 | \$105.23 | P |
| 15150460 | PLUESS ALECIA | Mileage | 12/03/15 | \$51.75 | P |
| 15150461 | RAUTER EGGE KRISTIE | Mileage | 12/03/15 | \$164.45 | P |
| 15150462 | ROLTGEN ANGELA | Mileage/Meals (NE) | 12/03/15 | \$228.18 | P |
| 15150463 | RUESCH WENDY | Mileage | 12/03/15 | \$427.23 | P |
| 15150464 | SHERMAN ERICA | Mileage | 12/03/15 | \$288.08 | P |
| 15150465 | THAO MAI | Mileage/Meals | 12/03/15 | \$193.10 | P |
| 15150466 | TREMMEL ASHLEY | Mileage/Meals | 12/03/15 | \$120.02 | P |
| 15150467 | ZASTAVA TYLER | Mileage/Meal | 12/03/15 | \$227.65 | P |

For the Range of Vouchers: 15150434 to 15150467

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--------------------|------------------------|-----------------|--------------------|
| Grand Total: | | | | <u>\$24,882.81</u> |

P = Prepaid Voucher

Donna Rozar, Chair

Michael Feirer, Vice-Chair

Marion Hokamp, Secretary

Peter Hendler

Doug Machon

Tom Buttke

Jessica Vicente

Lori Slattery-Smith, RN

Jeffrey Koszczuk, DO

BF Breastfeeding
 EH Environmental Health
 EP Emergency Preparedness
 HPWC Healthy People Wood County
 HS Healthy Smiles
 IMM Immunization
 LEAD Childhood Lead
 MCH Maternal/Child Health

PH Public Health
 PHHS Preventive Health/Health Services
 PNCC Prenatal Care Coordination
 SGK Susan G Komen Grant
 TRANS Transform WI Grant
 WCBFC Wood County Breastfeeding Coalition
 WIC Women, Infant, Children
 WIQI Accreditation Infrastructure Grant
 WWWP WI Well Woman's Program

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 40155759 to 40155967

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--|--------------------------------|-----------------|---------------|
| 40155759 | GRYS-LUECHT HEATHER | REAL COLORS TRAINING SUPPLIES | 10/31/15 | \$33.80 |
| 40155760 | GUDMUNSEN STEPHANIE | OVERNIGHT MEAL REIMBURSEMENT | 10/31/15 | \$39.00 |
| 40155761 | PAVLOSKI JENNIFER | PRT MEETING SUPPLIES | 10/31/15 | \$13.76 |
| 40155762 | BROWN COUNTY SHERIFF'S DEPARTMENT | SUMMONS SERVED | 10/31/15 | \$80.00 |
| 40155763 | MARATHON COUNTY TREASURER | JUVENILE SECURE DET. PLACEMENT | 10/31/15 | \$1,650.00 |
| 40155764 | NORTHWEST COUNSEL & GUIDE CLIN | MOBILE CRISIS | 10/31/15 | \$1,867.77 |
| 40155765 | PROFESSIONAL SERVICES GROUP INC | CONTRACTED YOUTH SERVICES | 10/31/15 | \$14,979.77 |
| 40155766 | MINISTRY ST JOSEPH'S HOSPITAL | SUPPORT SERVICES | 09/30/15 | \$135.00 |
| 40155767-5768 | FAMILY SUPPORT PROGRAM | STATE PASS THROUGH FUNDS | 10/31/15 | \$150.00 |
| 40155769 | TREMPEALEAU CO HEALTH CARE | RESIDENTIAL/IMD SERVICES | 03/31/15 | \$8,735.54 |
| 40155770 | HILLTOP AFFILIATES INC | CLIENT PLACEMENT - SERVICES | 11/10/15 | \$2,417.76 |
| 40155771 | WELLS FARGO FINANCIAL LEASING | BAUERNFIEND - LEASED COPIERS | 11/10/15 | \$2,760.51 |
| 40155772 | KINSHIP PROVIDER | KINSHIP CARE PAYMENTS | 11/10/15 | \$224.27 |
| 40155773 | PETERS SHELLI | REIMBURSE MEAL-CLIENT | 08/31/15 | \$4.88 |
| 40155774 | TOURAY MERRISA | REIMBURSE MEAL - TRAINING | 10/31/15 | \$32.00 |
| 40155775 | BALTUS OIL COMPANY | VEHICLE EXPENSE | 10/31/15 | \$105.56 |
| 40155776 | BEHAVIORAL HEALTH TRAINING PARTNERSHIP | TRAINING-WENTZEL | 10/31/15 | \$20.00 |
| 40155777 | CENTRAL WI COUNSELING ASSOC LLC | CCS CONTRACTED SERVICES | 10/31/15 | \$11,561.00 |
| 40155778 | FLEXSTAFF | CONTRACTED ENERGY STAFF | 10/31/15 | \$5,576.10 |
| 40155779 | INNOVATIVE SERVICES | CLEANING SERVICES - CNRSTONE | 10/31/15 | \$550.00 |
| 40155780 | RIVER CITY CAB | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$20.25 |
| 40155781 | VOIANCE LANGUAGE SERVICES LLC | NIMC TELEPHONE INTERPRETER SVC | 10/31/15 | \$373.27 |
| 40155782-5785 | FAMILY SUPPORT PROGRAM | STATE PASS THROUGH FUNDS | 10/31/15 | \$571.16 |
| 40155786 | KINSHIP PROVIDER | KINSHIP CARE PAYMENTS | 10/31/15 | \$340.27 |
| 40155787 | ERTL TERESA OR JEFF | FOSTER HOME PAYMENTS | 10/31/15 | \$29.03 |
| 40155788-5791 | KINSHIP PROVIDERS | KINSHIP CARE PAYMENTS | 10/31/15 | \$1,838.79 |
| 40155792 | SEEVER BROOK OR MATT | FOSTER HOME PAYMENTS | 10/31/15 | \$32.90 |
| 40155793-5796 | WILHORN JENNIFER & BRIAN | FOSTER HOME PAYMENTS | 10/31/15 | \$438.72 |
| 40155797-5802 | RESTITUTION VICTIMS | RESTITUTION | 10/31/15 | \$250.62 |
| 40155803 | BAILEY ROGER | TRANSP FOR AGING CW VOLUNT | 10/31/15 | \$40.83 |
| 40155804 | EDINGER MARLYN | TRANSP FOR AGING CW VOLUNT | 10/31/15 | \$64.98 |
| 40155805 | NYGAARD DUANE | TRANSP FOR AGING CW VOLNT | 10/31/15 | \$289.80 |
| 40155806 | OSTROWSKI EDWARD | TRANSP FOR AGING CW VOLUNT | 10/31/15 | \$682.24 |
| 40155807 | SMITS GERALD | TRANSP FOR AGING CW VOLUNT | 10/31/15 | \$152.95 |
| 40155808 | TESSEN ROGER | TRANSP FOR AGING CW VOLUNT | 10/31/15 | \$494.62 |

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 40155759 to 40155967

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|---|---------------------------------|-----------------|---------------|
| 40155809 | BAILEY ROGER | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$75.90 |
| 40155810 | BOYLES STELLA | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$147.20 |
| 40155811 | EDINGER MARLYN | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$116.15 |
| 40155812 | ELZINGA JULIE | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$43.70 |
| 40155813 | FLORYANCE WILLIAM | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$828.00 |
| 40155814 | GOLDAMER JACK | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$413.43 |
| 40155815 | KARNATZ RONALD | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$403.65 |
| 40155816 | KRINGS MELVIN | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$29.33 |
| 40155817 | NYGAARD DUANE | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$73.60 |
| 40155818 | PUPP MARY | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$40.25 |
| 40155819 | OSTROWSKI EDWARD | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$86.25 |
| 40155820 | REIN THOMAS C | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$110.40 |
| 40155821 | REVLING RONALD | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$373.75 |
| 40155822 | SCHULZ SHELDON | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$205.28 |
| 40155823 | SHAW PAMELA | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$48.30 |
| 40155824 | SMITS GERALD | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$203.55 |
| 40155825 | TESSEN ROGER | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$365.13 |
| 40155826 | TYLER PATRICIA | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$405.38 |
| 40155827 | WEIS DONALD | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$43.70 |
| 40155828 | WEIS GRACE | VOLUNTEER DRIVER REIMBURSEMENT | 10/31/15 | \$839.50 |
| 40155829 | ADVANCED DISPOSAL | REFUSE SERVICES | 11/12/15 | \$240.60 |
| 40155830 | BESSE MEDICAL SUPPLY | CLIENT MEDICATIONS/VIVITROL | 11/12/15 | \$4,893.35 |
| 40155831 | BENSON PH D GLENIS | CONSULTATION & PERSONNEL PREP | 11/12/15 | \$1,025.00 |
| 40155832 | CINTAS CORPORATION | CLEANING SUPPLIES | 11/12/15 | \$210.61 |
| 40155833 | QUALITY PLUS PRINTING INC | VOLUNTEER DRIVER SAFETY MEETING | 11/12/15 | \$115.00 |
| 40155834 | FAMILY SUPPORT PROGRAM | STATE PASS THROUGH FUNDS | 11/12/15 | \$54.00 |
| 40155835-5839 | KINSHIP PROVIDERS | KINSHIP CARE PAYMENTS | 11/12/15 | \$1,160.00 |
| 40155840 | LANG DOREEN | LODGING/MEAL REIMBURSEMENT | 11/12/15 | \$226.50 |
| 40155841 | A TOUCH OF HOME - AFH | RESIDENTIAL SERVICES | 10/31/15 | \$1,714.98 |
| 40155842 | DRAKE HOUSE THE - CBRF | RESIDENTIAL SERVICES | 10/31/15 | \$7,231.80 |
| 40155843 | CESA 5 PORTAGE PROJECT WORKSHO | PT BIRTH TO THREE SERVICES | 10/31/15 | \$2,814.45 |
| 40155844 | CITY-WIDE RENTAL | OCT APARTMENT RENT ASSISTANCE | 10/31/15 | \$150.00 |
| 40155845 | CLARITY CARE INC | RESIDENTIAL SERVICES | 09/30/15 | \$9,672.60 |
| 40155846 | HOUSE CALLS FINANCIAL MANAGEMENT | OCT APARTMENT RENT ASSISTANCE | 10/31/15 | \$150.00 |
| 40155847 | LOCUMTENENS.COM | DR. RAO PSYCHIATRY SERVICES | 10/31/15 | \$2,234.28 |
| 40155848 | MENTORING ACTIVITY THERAPY SERVICES LLC | CLTS WAIVER PROGRAM-NON TPA | 10/31/15 | \$620.00 |

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 40155759 to 40155967

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--|-------------------------------|-----------------|---------------|
| 40155849 | MIDSTATE INDEPENDENT LIVING CONSULTANTS | PEER SPECIALISTS AT CLUBHOUSE | 10/31/15 | \$3,330.00 |
| 40155850 | INNOVATIVE SERVICES | VOCATIONAL SERVICES | 10/31/15 | \$1,066.00 |
| 40155851 | RIVER CITY ESTATES LLC | RESIDENTIAL SERVICES | 09/30/15 | \$2,106.00 |
| 40155852 | RP SERVICES OF WI INC | RESIDENTIAL & TRANSPORTATION | 10/31/15 | \$242.50 |
| 40155853 | NORTHWEST PASSAGE | ASSESSMENT | 10/31/15 | \$4,320.00 |
| 40155854 | SHOPKO STORES OPERATING CO LLC | FSET SUPPORTIVE SVCS | 10/31/15 | \$320.17 |
| 40155855 | MINISTRY ST JOSEPH'S HOSPITAL | SUPPORT SERVICES | 10/31/15 | \$117.00 |
| 40155856 | SWITS LTD | INTERPRETER | 10/31/15 | \$160.00 |
| 40155857 | TREMPEALEAU CO HEALTH CARE | RESIDENTIAL/IMD SERVICES | 10/31/15 | \$14,688.50 |
| 40155858 | WI DEPT OF JUSTICE | FINGERPRINTING CHECKS | 10/31/15 | \$98.25 |
| 40155859-5860 | DIEDRICK BOB OR KATHY | FOSTER HOME CARE | 10/31/15 | \$232.26 |
| 40155861 | OLSON KAREN | FOSTER HOME CARE | 10/31/15 | \$36.64 |
| 40155862 | WEBER WENDY OR PAUL | FOSTER HOME CARE | 10/31/15 | \$268.38 |
| 40155863 | SEEVERS BROOK | RESPITE CARE | 10/31/15 | \$46.00 |
| 40155864-5867 | BIZZY BEES DAYCARE | CRISIS RESPITE DAYCARE | 10/31/15 | \$1,201.50 |
| 40155868-5869 | LUTHERAN SOCIAL SERVICES | FOSTER CARE PLAN, PLACE, SUP | 10/31/15 | \$2,813.25 |
| 40155870-5871 | VANCE BENJAMIN OR KERRY | FOSTER CARE TRANSPORTATION | 10/31/15 | \$63.25 |
| 40155872-5873 | MATTHEWS JODI | FOSTER CARE TRANSPORTATION | 10/31/15 | \$120.75 |
| 40155874 | CHRISTENSEN CHRISTINA | FOSTER CARE RESPITE | 10/31/15 | \$276.00 |
| 40155875-5882 | DIEDRICK KATHY OR BOB | FOSTER CARE RESPITE | 10/31/15 | \$1,296.62 |
| 40155883 | ELZINGA JULIE | FOSTER CARE RESPITE | 10/31/15 | \$46.00 |
| 40155884-5886 | KNUDSON JULIA | FOSTER CARE RESPITE | 10/31/15 | \$355.97 |
| 40155887 | KOLB SHERYL | FOSTER CARE RESPITE | 10/31/15 | \$69.00 |
| 40155888-5890 | KREMER VANESSA | FOSTER CARE RESPITE | 10/31/15 | \$318.46 |
| 40155891 | SEEVERS BROOK | RESPITE CARE | 10/31/15 | \$46.00 |
| 40155892 | WIRTH MANDA | FOSTER CARE RESPITE | 10/31/15 | \$146.13 |
| 40155893 | WIRTZ ZOE | FOSTER CARE RESPITE | 10/31/15 | \$146.13 |
| 40155894 | DEX MEDIA | ADVERTISING - MFLD YELLOW PGS | 11/17/15 | \$288.00 |
| 40155895 | PHOENIX BEHAVIORAL HEALTH SERVICES | BEHAVIOR MODIFICATION SVCS | 11/17/15 | \$213.13 |
| 40155896-5897 | FAMILY SUPPORT PROGRAM | STATE PASS THROUGH FUNDS | 11/17/15 | \$710.00 |
| 40155898 | VRUWINK BRANDON | HOTEL REIMBURSE-CPM TRAINING | 11/17/15 | \$89.00 |
| 40155899 | AFFORDABLE HOUSING AND STORAGE | OCTOBER RENT ASSISTANCE | 10/31/15 | \$125.00 |
| 40155900 | BROTOLOC HEALTH CARE SYSTEMS I | RESIDENTIAL SERVICES | 10/31/15 | \$6,059.02 |
| 40155901 | CHILDREN'S HOSPITAL OF WI COMMUNITY SERV | FAMILY INTERACTION PROGRAM | 10/31/15 | \$2,857.50 |
| 40155902 | OPPORTUNITY DEVELOPMENT CNTR | WASHING BUSES | 10/31/15 | \$10.00 |
| 40155903 | PORTAGE COUNTY HEALTH & HUMAN SER | CASE MANAGEMENT | 10/31/15 | \$346.24 |

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 40155759 to 40155967

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--|--------------------------------|-----------------|---------------|
| 40155904 | NEW REHAB COMPANY LLC | OT,PT, AND SLP B23 SERVICES | 10/31/15 | \$12,299.27 |
| 40155905 | NORRIS MANOR APARTMENTS | DECEMBER RENT ASSISTANCE | 10/31/15 | \$25.00 |
| 40155906 | PASSPORT HEALTH COMMUNICATIONS INC | VERIFICATION OF CLIENT CHARGES | 10/31/15 | \$129.00 |
| 40155907 | POSITIVE ALTERNATIVES | GROUP HOME | 10/31/15 | \$7,191.08 |
| 40155908 | SOCIAL SECURITY ADMINISTRATION | RETURN OCTOBER FEDERAL SSI | 10/31/15 | \$733.00 |
| 40155909 | SOCIAL SECURITY ADMINISTRATION | RETURN NOVEMBER FEDERAL SSI | 11/19/15 | \$733.00 |
| 40155910 | WOOD COUNTY REGISTER OF DEEDS | BIRTH CERTIFICATE | 11/19/15 | \$20.00 |
| 40155911 | CITY OF MARSHFIELD | MARSHFIELD CITY HALL RENT | 12/01/15 | \$4,698.45 |
| 40155912 | SOMMER PROPERTY MANAGEMENT LLC | CCS/CSP MARSHFIELD RENT | 12/01/15 | \$7,701.14 |
| 40155913 | CLARITY CARE INC | OCT RESIDENTIAL SERVICES | 10/31/15 | \$9,982.33 |
| 40155914 | CREATIVE COMMUNITY LIVING SERV | COMMUNITY SKILLS | 10/31/15 | \$19,626.71 |
| 40155915 | LE PHILLIPS CAREER DEV CENTER | SHELTERED EMPLOYMENT | 10/31/15 | \$374.00 |
| 40155916 | MID-STATE TECHNICAL COLLEGE | PATHWAYS PROJECT | 10/31/15 | \$21,550.59 |
| 40155917 | MINISTRY BEHAVIORAL HEALTH | AODA RESIDENTIAL TREATMENT | 10/31/15 | \$804.00 |
| 40155918 | REDWOOD BIOTECH | OUTPATIENT AODA PROG SUPP | 10/31/15 | \$236.51 |
| 40155919 | RIVER CITY ESTATES LLC | RESIDENTIAL SERVICES | 10/31/15 | \$70.20 |
| 40155920 | GAPEN PATTY | FOSTER PARENT TRAINING | 11/24/15 | \$54.80 |
| 40155921 | SHRED SAFE LLC | DESTRUCTION OF BINS IN WR | 11/24/15 | \$150.00 |
| 40155922-5923 | WI DEPT OF JUSTICE | CRIMINAL BACKGROUND CKS | 10/31/15 | \$703.00 |
| 40155924 | WOODLAND ENHANCED HEALTH SERVICES COMMISSION | LONG TERM CARE / NH SVCS | 10/31/15 | \$7,076.06 |
| 40155925 | YOUNG AT HEART LLC | RESIDENTIAL SERVICES | 10/31/15 | \$2,812.41 |
| 40155926 | ELZINGA JULIE | FOSTER CARE RESPITE | 11/24/15 | \$46.00 |
| 40155927-5928 | FAMILY & CHILDRENS CENTER | FOSTER CARE PLAN,PLACE,SUP | 10/31/15 | \$3,450.30 |
| 40155929-5933 | FAMILY SUPPORT PROGRAM | STATE PASS THROUGH FUNDS | 10/31/15 | \$734.80 |
| 40155934 | JUNEAU COUNTY SHERIFF'S DEPARTMENT | SUMMONS SERVED TPR CASE | 11/24/15 | \$40.00 |
| 40155935 | KREMER VANESSA | RECEIVING HOME | 11/24/15 | \$72.00 |
| 40155936 | MARSHFIELD PUBLIC TRANSPORT | CLIENT TRANSPORTATION | 10/31/15 | \$82.50 |
| 40155937 | KWIK TRIP | GAS CARDS | 11/24/15 | \$500.00 |
| 40155938 | WILSON VICTORIA | REIMBURSEMENT FOR SUPPLIES | 11/24/15 | \$77.20 |
| 40155939 | MID-STATE TECHNICAL COLLEGE | PATHWAYS PROJECT | 09/30/15 | \$887.14 |
| 40155940 | CATHOLIC CHARITIES DIOCESE LACROSSE | OCTOBER FOSTER CARE | 11/30/15 | \$49.55 |
| 40155941-5945 | KINSHIP PROVIDER | NOVEMBER KINSHIP CARE | 11/30/15 | \$580.00 |
| 40155946 | FAMILY & CHILDREN CENTER | JULY FOSTER CARE | 11/30/15 | \$48.52 |
| 40155947 | CATHOLIC CHARITIES DIOCESE LACROSSE | OCTOBER FOSTER CARE | 11/30/15 | \$5.16 |
| 40155948-5950 | KINSHIP PROVIDERS | AUGUST-NOVEMBER KINSHIP CARE | 11/30/15 | \$1,793.64 |
| 40155951 | CHARTER COMMUNICATIONS- MILWAUKEE | CABLE EXPENSE-CORNERSTONE | 11/30/15 | \$44.46 |

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 40155759 to 40155967

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|-----------------------------------|--------------------------------|-----------------|----------------------------|
| 40155952 | CHARTER COMMUNICATIONS- MILWAUKEE | CABLE EXPENSE-CLUBHOUSE MFLD | 11/30/15 | \$127.34 |
| 40155953 | DALCO | CLEANING SUPPLIES | 11/30/15 | \$59.76 |
| 40155954 | FRONTIER COMMUNICATIONS | TELEPHONE EXPENSE-CORNERSTONE | 11/30/15 | \$164.65 |
| 40155955 | SOLARUS | CABLE EXPENSE-RVC WR | 11/30/15 | \$106.04 |
| 40155956 | WAL-MART COMMUNITY/RFCSELLC | CREDIT CARD CHARGES | 11/30/15 | \$859.06 |
| 40155957 | WOOD COUNTY HSD PETTY CASH | REPLENISH PETTY CASH | 11/30/15 | \$87.86 |
| 40155958 | CHRISTENSEN MARY | MEALS FOR TRAINING | 11/30/15 | \$32.42 |
| 40155959 | MARATHON CO SHERIFFS DEPT | SERVICE OF TPR PAPERWORK | 11/30/15 | \$300.00 |
| 40155960 | FAMILY SUPPORT PROGRAM | STATE PASS THROUGH FUNDS | 11/30/15 | \$49.99 |
| 40155961 | CITY OF WISCONSIN RAPIDS | CENTRALIA CENTER RENT | 12/03/15 | \$2,171.25 |
| 40155962 | DIEDRICK KATHY OR BOB | RECEIVING HOME (3 BED) | 12/03/15 | \$1,182.00 |
| 40155963 | NORRIS MANOR APARTMENTS | DECEMBER RENT ASSISTANCE | 12/03/15 | \$25.00 |
| 40155964 | SOLARUS | PHONE EXPENSE - 12 ST LOCATION | 12/03/15 | \$313.13 |
| 40155965-5966 | SOLARUS | CBRF PHONE EXPENSE | 12/03/15 | \$183.14 |
| 40155967 | POSTMASTER - WISCONSIN RAPIDS | STAMPS | 12/03/15 | \$534.00 |
| Grand Total | | | | <u>\$250,128.88</u> |

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, NORWOOD HEALTH CENTER
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 20150480 to 20150533

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--------------------------------------|-----------------------------------|-----------------|--------------------|
| 20150480 | ASPIRUS RIVERVIEW HOSPITAL & CLINICS | CNA CAPABILITY TESTS-SEPT.'15 | 10/31/15 | \$65.00 |
| 20150481 | BALTUS OIL COMPANY | VEHICLE FUEL-OCT. 2015 | 10/31/15 | \$217.89 |
| 20150482 | BRANDL I INC | C/I-OUTDOOR BENCHES | 11/01/15 | \$245.00 |
| 20150482 | BRANDL I INC | GROUND SUPPLIES | 11/01/15 | \$52.00 |
| 20150483 | BRIGGS CORPORATION | ADMINISTRATIVE SUPPLIES | 10/12/15 | \$62.91 |
| 20150484 | BUSHMAN DIARY DISTRIBUTORS INC | FOOD & CONGREGATE FOOD | 10/30/15 | \$3,201.65 |
| 20150485 | CARQUEST AUTO PARTS ATLANTA GA | EQUIPMENT REPAIR & VEHICLE REPAIR | 10/31/15 | \$141.52 |
| 20150486 | CENTRAL RESTAURANT PRODUCTS | DIETARY SUPPLIES | 10/20/15 | \$67.42 |
| 20150487 | COMPLETE CONTROL | C/I-FIRE ALARM PHASE I | 10/30/15 | \$10,000.00 |
| 20150488 | DAVID R WINEMILLER PHD LLC | PSYCHOLOGIST SERVICES-OCT.'15 | 10/31/15 | \$8,362.50 |
| 20150489 | DIRECT SUPPLY | DIETARY/NURSING SUPPLIES | 10/31/15 | \$817.60 |
| 20150490 | EATING WELL ETC | DIETICIAN CONSULTANT-OCT'15 | 10/25/15 | \$512.50 |
| 20150491 | ETCO | BUILDING REPAIR & UPKEEP | 10/30/15 | \$616.29 |
| 20150492 | FARMER BROTHERS COFFEE | FOOD | 10/06/15 | \$206.30 |
| 20150493 | FESTIVAL FOODS | FOOD & DIETARY SUPPLIES-OCT.15 | 10/31/15 | \$648.20 |
| 20150494 | HOLIDAY INN | DR.SHEKAR & ANDERSON-HOTEL | 10/28/15 | \$246.00 |
| 20150495 | HRDIRECT/GNEIL | MEDICAL RECORDS SUPPLIES | 10/16/15 | \$68.70 |
| 20150496 | HURCKMAN MECHANICAL INDUSTRIES INC | REPAIRS TO A/C CHILLER | 10/30/15 | \$690.00 |
| 20150497 | LAKEVIEW ENGRAVING | EMPLOYEE NAME BADGES | 10/31/15 | \$11.00 |
| 20150498 | LB MEDWASTE INC | MEDICAL WASTE PICK-UP | 10/31/15 | \$59.59 |
| 20150499 | LOCUMTENENS.COM | PSYCHIATRY SRVC-DR.O.ANDERSON | 11/04/15 | \$5,799.55 |
| 20150500 | LUTHERAN SOCIAL SERVICES | CONTRACT SERVICES-LSS-OCT.2015 | 10/31/15 | \$34,000.00 |
| 20150501 | MARSHFIELD UTILITIES | WATER/ELECT/SEWER-OCT.'15 | 10/30/15 | \$11,660.67 |
| 20150502 | MCKESSON MEDICAL | NURSING SUPPLIES-OCT 2015 | 10/31/15 | \$2,298.02 |
| 20150503 | MENARDS-MARSHFIELD | C/I-BENCHES | 10/31/15 | \$146.47 |
| 20150503 | MENARDS-MARSHFIELD | MAINT. SUPPLIES | 10/31/15 | \$954.32 |
| 20150504 | OMNICARE INC | PATIENT MEDICATIONS-OCT-'15 | 10/31/15 | \$9,482.97 |
| 20150505 | REINHART FOOD SERVICE | FOOD/CONGREGATE FOOD/SUPPLIES | 11/01/15 | \$22,731.38 |
| 20150506 | S & S WORLDWIDE | ADMISSION PATIENT ACTIVITIES | 10/26/15 | \$309.90 |
| 20150507 | SCHINDLER ELEVATOR CORP | BUILDING REPAIR/UPKEEP | 10/28/15 | \$453.02 |
| 20150508 | SHRED-IT | SHREDDING SERVICES-CONT.SERVICES | 10/30/15 | \$48.50 |

12/8/2015

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COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, NORWOOD HEALTH CENTER
REPORT OF CLAIMS FOR: DECEMBER 2015 MEETING

For the Range of Vouchers: 20150480 to 20150533

| <u>Voucher No.</u> | <u>Vendor Name</u> | <u>Nature of Claim</u> | <u>Doc Date</u> | <u>Amount</u> |
|--------------------|--------------------------------------|-----------------------------------|-----------------|---------------------|
| 20150509 | STAFF CARE | PSYCHIATRY-DR.SHEKAR-OCT. | 11/05/15 | \$13,343.20 |
| 20150510 | WE ENERGIES | NATURAL GAS SERVICE-OCT.'15 | 11/04/15 | \$3,257.43 |
| 20150511 | ACKERMAN LEE | BUILDING PERMIT-ROOF-EE REIMB. | 11/11/15 | \$30.00 |
| 20150512 | MATRIXCARE SDS-12-2905 | MATRIXCARE MONTHLY FEES-NOV.'15 | 11/05/15 | \$1,013.00 |
| 20150513 | MERRITT HAWKINS AND ASSOCIATES | DOCTOR SEARCH-MONTHLY FEE | 10/31/15 | \$5,000.00 |
| 20150514 | PASSPORT HEALTH COMMUNICATIONS INC | BILLING INFORMATION FEE-NOV | 10/31/15 | \$150.35 |
| 20150515 | WEILER TRANSPORT LLC | GENERATOR FUEL OIL | 10/05/15 | \$406.09 |
| 20150516 | WI DEPT OF HEALTH & FAMILY SERVICES | ASSESSMENT FEE CR&PW-NOV. | 11/01/15 | \$4,080.00 |
| 20150517 | ADVANCED DISPOSAL | REFUSE SERVICE OCTOBER 2015 | 10/31/15 | \$488.66 |
| 20150518 | BARTON ASSOCIATES INC | DR. ALTENBERG-PSYCHIATRY FEES-OCT | 10/30/15 | \$2,998.43 |
| 20150519 | BARTON ASSOCIATES INC | DR. ALTENBERG-PSYCHIATRY FEES-OCT | 11/06/15 | \$15,712.50 |
| 20150520 | GREENFIELD REHABILITATION AGENCY INC | OT/PT/SPEECH THERAPY-OCT | 10/31/15 | \$10,738.00 |
| 20150521 | HILLER'S TRUE VALUE HARDWARE | MAINTENANCE SUPPLIES | 10/23/15 | \$1.99 |
| 20150522 | MARSHFIELD CLINIC | PROFESSIONAL SERVICES-OCT. | 10/31/15 | \$26,689.86 |
| 20150523 | PAN-O-GOLD BAKING CO | FOOD/CONGREGATE FOOD | 10/31/15 | \$755.11 |
| 20150524 | STAFF CARE | DR. SHEKAR FEES-OCT. | 10/12/15 | \$4,056.00 |
| 20150525 | STAFF CARE | DR. SHEKAR FEES-OCT. | 11/15/15 | \$440.00 |
| 20150526 | TOTAL ELECTRIC | C/I-LED LIGHTING-PARKING LOT | 11/05/15 | \$7,650.00 |
| 20150527 | WI DEPT OF JUSTICE | EMPLOYEE BACKGROUND CHECKS | 11/02/15 | \$100.00 |
| 20150528 | DISH NETWORK | SATELITE TV SERVICE | 11/04/15 | \$100.99 |
| 20150529 | FIRE & SAFETY EQUIPMENT | FIRE EXTGSHR INSPECTION & REPAIR | 11/12/15 | \$263.60 |
| 20150530 | HEINZEN PRINTING | BENEFIT TIME/ABSENCE REPORTS | 11/17/15 | \$115.00 |
| 20150531 | HUNTZ SERVICE CENTER | EQUIPMENT REPAIR | 11/18/15 | \$38.00 |
| 20150532 | NICK MICHELS & SONS | C/I-DINING ROOM ROOF INSTALL | 11/10/15 | \$22,999.00 |
| 20150533 | GANNETT WISCONSIN MEDIA | MNH SUBSCRIPTION-YEARLY | 11/16/15 | \$234.02 |
| Grand Total | | | | \$234,838.10 |

WOOD COUNTY HUMAN SERVICES DEPARTMENT

Voucher Signature Sheet December 2015 Meeting

| | | 2015 | 2014 |
|---|--------------------------------------|----------------------|----------------------|
| DECEMBER | HUMAN SERVICES DEPARTMENT | \$ 250,128.88 | \$ 545,935.43 |
| DECEMBER | HUMAN SERVICES DEPARTMENT-NHC | \$ 234,838.10 | \$ 141,489.83 |
| DECEMBER | HUMAN SERVICES DEPARTMENT-OUTLAY | \$ - | \$ - |
| DECEMBER | HUMAN SERVICES DEPARTMENT-NHC OUTLAY | \$ 41,040.47 | \$ 14,315.49 |
| TOTAL VOUCHERS FOR HUMAN SERVICES DEPARTMENT | | <u>\$ 484,966.98</u> | <u>\$ 687,425.26</u> |

Donna Rozar, Chair

Jessica Vicente

Thomas Buttke

Jeffrey Koszczuk, DO

Michael Feirer

Doug Machon

Peter Hendler

Lori Slattery-Smith, RN

Marion Hokamp

12/8/2015

7

County of Wood
BALANCE SHEET SUMMARY
Edgewater Haven Nursing Home
Saturday, October 31, 2015

| | | 2015 | 2014 |
|---|--|----------------------------|----------------------------|
| | ASSETS | | |
| 11100:11999 | Cash and investments | 5,888.84 | 10,031.16 |
| | Receivables: | | |
| 13000:13999 | Miscellaneous | 157,012.51 | 173,585.47 |
| 14000:14999 | Due from other governments | 472,112.12 | 614,141.72 |
| 15000:15999 | Due from other funds | (858,685.32) | (1,023,547.23) |
| 16100:16199 | Inventory of supplies, at cost | 57,520.94 | 64,241.90 |
| 18200:18289 | Land | 245,459.92 | 145,466.60 |
| 18300:18389 | Buildings | 7,014,270.25 | 5,282,039.03 |
| 18500:18589 | Machinery and equipment | 1,836,863.28 | 1,821,555.39 |
| 18700:18799 | Construction work in progress | | 1,798,556.80 |
| 18292 + 18390:18392 + 18590:18595 + 18890:18891 + 18596 | Accumulated Depreciation | (5,214,215.63) | (4,994,068.25) |
| | TOTAL ASSETS | <u><u>3,716,226.91</u></u> | <u><u>3,892,002.59</u></u> |
| | LIABILITIES AND FUND EQUITY | | |
| | Liabilities: | | |
| 23000:23999 | Special deposits | 5,127.96 | 8,922.10 |
| 21800:21899 | Accrued vacation and sick pay | 619,860.74 | 574,130.94 |
| 26110:26199 | Deferred property tax | 124,992.80 | 119,708.50 |
| 29600:29699 | Retirement prior service obligation | 688,505.00 | 737,871.00 |
| | Total Liabilities | <u><u>1,438,486.50</u></u> | <u><u>1,440,632.54</u></u> |
| | Fund Equity: | | |
| 33900:33999 | Retained earnings: | | |
| | Unreserved | 2,898,148.60 | 1,883,979.55 |
| 40000:59999 | Fund Balance: | | |
| | Income summary | (620,408.09) | 567,390.50 |
| | Total Fund Equity | <u><u>2,277,740.41</u></u> | <u><u>2,451,370.05</u></u> |
| | TOTAL LIABILITIES & FUND EQUITY | <u><u>3,716,226.91</u></u> | <u><u>3,892,002.59</u></u> |

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS

Edgewater Haven Nursing Home

Saturday, October 31, 2015

| | Actual | Budget | Variance | Variance % |
|---|---------------------|---------------------|-----------------------|-----------------|
| REVENUES | | | | |
| Taxes | | | | |
| General Property Taxes | \$624,964.20 | \$749,957.00 | (\$124,992.80) | (16.67%) |
| Total Taxes | 624,964.20 | 749,957.00 | (124,992.80) | (16.67%) |
| Public Charges for Services | | | | |
| Institutional Care-Private Pay | 1,035,036.45 | 1,273,125.00 | (238,088.55) | (18.70%) |
| Institutional Care-Other Pay | 4,490.00 | 5,800.00 | (1,310.00) | (22.59%) |
| Public Chgs- Medicare | 1,515,778.86 | 3,146,196.00 | (1,630,417.14) | (51.82%) |
| Public Chgs- Medicaid | 2,002,578.23 | 1,964,160.00 | 38,418.23 | 1.96% |
| Public Chgs-Veterans EW | | 62,076.00 | (62,076.00) | (100.00%) |
| Provision for Bad Debts-Edgewater | (10,000.00) | (12,000.00) | 2,000.00 | (16.67%) |
| Contractual Adjustment-Other | 1,130.00 | | 1,130.00 | 0.00% |
| Total Public Charges for Services | 4,549,013.54 | 6,439,357.00 | (1,890,343.46) | (29.36%) |
| Intergovernmental Charges for Services | | | | |
| Intergovernmental Transfer Program Rev | 316,995.00 | 512,742.00 | (195,747.00) | (38.18%) |
| Total Charges to Other Governments | 316,995.00 | 512,742.00 | (195,747.00) | (38.18%) |
| Total Intergovernmental Charges for Services | 316,995.00 | 512,742.00 | (195,747.00) | (38.18%) |
| Miscellaneous | | | | |
| Interest | 197.51 | 500.00 | (302.49) | (60.50%) |
| Occupational Therapy Misc Rev | 35.57 | 250.00 | (214.43) | (85.77%) |
| Vending/Cafeteria Revenue | 3,054.45 | 2,000.00 | 1,054.45 | 52.72% |
| Vending Machine Revenue | 5,445.29 | 7,081.00 | (1,635.71) | (23.10%) |
| Other Operating Income | 1,879.92 | 2,800.00 | (920.08) | (32.86%) |
| Total Miscellaneous | 10,612.74 | 12,631.00 | (2,018.26) | (15.98%) |
| TOTAL REVENUES | 5,501,585.48 | 7,714,687.00 | (2,213,101.52) | (28.69%) |
| EXPENDITURES | | | | |
| Health and Human Services | | | | |
| Edgewater-Nursing | 3,875,677.39 | 5,076,967.00 | 1,201,289.61 | 23.66% |
| Edgewater-Housekeeping | 129,517.36 | 155,900.00 | 26,382.64 | 16.92% |
| Edgewater-Dietary | 641,480.10 | 802,123.00 | 160,642.90 | 20.03% |
| Edgewater-Laundry | 112,924.55 | 137,357.00 | 24,432.45 | 17.79% |
| Edgewater-Maintenance | 312,312.72 | 550,911.00 | 238,598.28 | 43.31% |
| Edgewater-Activities | 158,818.25 | 196,198.00 | 37,379.75 | 19.05% |
| Edgewater-Social Services | 103,567.77 | 130,608.00 | 27,040.23 | 20.70% |
| Edgewater-Administration | 553,749.13 | 664,623.00 | 110,873.87 | 16.68% |
| Total Health and Human Services | 5,888,047.27 | 7,714,687.00 | 1,826,639.73 | 23.68% |
| Capital Outlay | | | | |
| Depreciation & Amortization | 233,946.30 | | (233,946.30) | 0.00% |
| Total Capital Outlay | 233,946.30 | | (233,946.30) | 0.00% |
| TOTAL EXPENDITURES | 6,121,993.57 | 7,714,687.00 | 1,592,693.43 | 20.64% |
| NET INCOME (LOSS) * | (620,408.09) | | (620,408.09) | 0.00% |
| Capital Projects | | | | |
| | 117,667.46 | | | |
| | (738,075.55) | | | |

County of Wood
Detailed Income Statement
For the Ten Months Ending: October 31, 2015
Human Services Department-Combined

2
Item #7

| | Actual | Budget | Variance | Variance % |
|---|----------------|----------------|------------------|------------|
| REVENUES | | | | |
| Taxes | | | | |
| General Property Taxes | \$6,811,053.80 | \$8,173,228.00 | (\$1,362,174.20) | (16.67%) |
| Total Taxes | 6,811,053.80 | 8,173,228.00 | (1,362,174.20) | (16.67%) |
| Intergovernmental Revenues | | | | |
| State Aid & Grants | 8,246,946.87 | 10,716,304.00 | (2,469,357.13) | (23.04%) |
| Total Intergovernmental | 8,246,946.87 | 10,716,304.00 | (2,469,357.13) | (23.04%) |
| Public Charges for Services | | | | |
| Public Chgs-Other -Local Grant | | 27,500.00 | (27,500.00) | (100.00%) |
| Public Charges-Unified & Norwood | 8,923,481.98 | 13,160,766.00 | (4,237,284.02) | (32.20%) |
| Third Party Awards & Settlements | 156,300.00 | 228,790.00 | (72,490.00) | (31.68%) |
| Contractual Adjustment-Unified & Norwood | (2,611,111.09) | (3,340,998.00) | 729,886.91 | (21.85%) |
| Total Public Charges for Services | 6,468,670.89 | 10,076,058.00 | (3,607,387.11) | (35.80%) |
| Interdepartmental Charges for Services | | | | |
| Dept Revenue-Unified & Norwood | 240,054.54 | 298,570.00 | (58,515.46) | (19.60%) |
| Total Interdepartmental Charges | 240,054.54 | 298,570.00 | (58,515.46) | (19.60%) |
| Total Intergovernmental Charges for Services | 240,054.54 | 298,570.00 | (58,515.46) | (19.60%) |
| Miscellaneous | | | | |
| Rental Income | 30,788.70 | 28,772.00 | 2,016.70 | 7.01% |
| Donations | 2,676.49 | 13,000.00 | (10,323.51) | (79.41%) |
| Recovery of PYBD & Contractual Adj | 39,963.29 | 38,000.00 | 1,963.29 | 5.17% |
| Meal/Vending/Misc Income | 23,621.67 | 28,350.00 | (4,728.33) | (16.68%) |
| Other Miscellaneous | 23,030.38 | 19,314.00 | 3,716.38 | 19.24% |
| Total Miscellaneous | 120,080.53 | 127,436.00 | (7,355.47) | (5.77%) |

| | | | | |
|-----------------------|----------------------|----------------------|-----------------------|-----------------|
| TOTAL REVENUES | 21,886,806.63 | 29,391,596.00 | (7,504,789.37) | (25.53%) |
|-----------------------|----------------------|----------------------|-----------------------|-----------------|

EXPENDITURES

Health and Human Services

| | | | | |
|---------------------------------------|--------------|--------------|--------------|--------|
| Human Services-Child Welfare | 3,186,224.85 | 3,385,977.00 | 199,752.15 | 5.90% |
| Human Services- Youth Aids | 2,271,667.52 | 2,610,758.00 | 339,090.48 | 12.99% |
| Human Services- Child Care | 92,424.16 | 130,723.00 | 38,298.84 | 29.30% |
| Human Services- Transportation | 357,727.37 | 473,201.00 | 115,473.63 | 24.40% |
| Human Services-ESS | 1,018,700.48 | 1,199,887.00 | 181,186.52 | 15.10% |
| Human Services-FSET | 755,570.24 | 2,572,181.00 | 1,816,610.76 | 70.63% |
| Human Services-FSET 50/50 | 206,216.22 | 280,000.00 | 73,783.78 | 26.35% |
| Human Services-LIHEAP | 87,967.80 | 120,325.00 | 32,357.20 | 26.89% |
| Human Services-Birth to Three | 344,962.19 | 420,679.00 | 75,716.81 | 18.00% |
| Human Services- FSP | 183,498.81 | 334,408.00 | 150,909.19 | 45.13% |
| Human Services-Child Waivers | 158,939.80 | 200,787.00 | 41,847.20 | 20.84% |
| Human Services-CTT/CSP | 447,955.83 | 500,029.00 | 52,073.17 | 10.41% |
| Human Services-OPC, MH | 883,867.91 | 1,229,966.00 | 346,098.09 | 28.14% |
| Human Services-CCS | 901,606.65 | 1,048,369.00 | 146,762.35 | 14.00% |
| Human Services-Crisis, Legal Services | 490,714.31 | 583,732.00 | 93,017.69 | 15.93% |
| Human Services-MH Contracts | 1,094,774.09 | 1,606,665.00 | 511,890.91 | 31.86% |

County of Wood
Detailed Income Statement
For the Ten Months Ending: October 31, 2015
Human Services Department-Combined

2
Item #7

| | | | | |
|--------------------------------------|---------------|---------------|--------------|--------|
| Human Services-OPC, AODA | 293,020.22 | 420,443.00 | 127,422.78 | 30.31% |
| Human Services- OPC, Day Treatment | 52,083.85 | 72,687.00 | 20,603.15 | 28.35% |
| Human Services-CBRF, AODA GROUP HOME | 194,702.59 | 266,760.00 | 72,057.41 | 27.01% |
| Human Services-AODA Contracts | 40,414.44 | 134,900.00 | 94,485.56 | 70.04% |
| Human Services- Administration | 2,554,835.34 | 3,070,163.00 | 515,327.66 | 16.79% |
| Norwood- Crisis Stabilization | 340,000.00 | 408,000.00 | 68,000.00 | 16.67% |
| Norwood-SNF-CMI (Crossroads) | 763,410.37 | 926,295.00 | 162,884.63 | 17.58% |
| Norwood SNF-TBI (Pathways) | 534,228.68 | 1,108,889.00 | 574,660.32 | 51.82% |
| Norwood-Inpatient (Admissions) | 2,174,104.21 | 2,996,335.00 | 822,230.79 | 27.44% |
| Norwood-Nursing | 165,275.56 | 214,106.00 | 48,830.44 | 22.81% |
| Norwood-Dietary | 645,191.53 | 768,610.00 | 123,418.47 | 16.06% |
| Norwood-Plant Ops & Maintenance | 790,084.91 | 1,032,779.00 | 242,694.09 | 23.50% |
| Norwood-Medical Records | 152,347.45 | 190,581.00 | 38,233.55 | 20.06% |
| Norwood-Administration | 902,429.06 | 1,143,104.00 | 240,674.94 | 21.05% |
| Total Health and Human Services | 22,084,946.44 | 29,451,339.00 | 7,366,392.56 | 25.01% |
| TOTAL EXPENDITURES | 22,084,946.44 | 29,451,339.00 | 7,366,392.56 | 25.01% |
| NET INCOME (LOSS) * | (198,139.81) | (59,743.00) | (138,396.81) | |

Budget Variance:

Transportation \$43,243

NHC Plant/Operations \$16,500 (resolution 15-5-3)

County of Wood
Detailed Income Statement
For the Ten Months Ending: October 31, 2015
Human Services Department-Community

2
Item #7

| | Actual | Budget | Variance | Variance % |
|--|----------------------|----------------------|-----------------------|-----------------|
| REVENUES | | | | |
| Taxes | | | | |
| General Property Taxes | \$5,300,597.10 | \$6,360,717.00 | (\$1,060,119.90) | (16.67%) |
| Total Taxes | 5,300,597.10 | 6,360,717.00 | (1,060,119.90) | (16.67%) |
| Intergovernmental Revenues | | | | |
| State Aid & Grants | 8,246,946.87 | 10,716,304.00 | (2,469,357.13) | (23.04%) |
| Total Intergovernmental | 8,246,946.87 | 10,716,304.00 | (2,469,357.13) | (23.04%) |
| Public Charges for Services | | | | |
| Public Chgs-Other -Local Grant | | 27,500.00 | (27,500.00) | (100.00%) |
| Public Charges-Unified & Norwood | 3,797,745.93 | 5,118,375.00 | (1,320,629.07) | (25.80%) |
| Third Party Awards & Settlements | | 41,500.00 | (41,500.00) | (100.00%) |
| Contractual Adjustment-Unified & Norwood | (1,207,067.91) | (1,735,271.00) | 528,203.09 | (30.44%) |
| Total Public Charges for Services | 2,590,678.02 | 3,452,104.00 | (861,425.98) | (24.95%) |
| Interdepartmental Charges for Services | | | | |
| Dept Revenue-Unified & Norwood | 35,250.00 | 40,000.00 | (4,750.00) | (11.88%) |
| Total Interdepartmental Charges | 35,250.00 | 40,000.00 | (4,750.00) | (11.88%) |
| Total Intergovernmental Charges for Services | 35,250.00 | 40,000.00 | (4,750.00) | (11.88%) |
| Miscellaneous | | | | |
| Rental Income | 30,788.70 | 28,772.00 | 2,016.70 | 7.01% |
| Donations | 2,676.49 | 13,000.00 | (10,323.51) | (79.41%) |
| Meal/Vending/Misc Income | 6,590.88 | 8,500.00 | (1,909.12) | (22.46%) |
| Other Miscellaneous | 900.00 | | 900.00 | 0.00% |
| Total Miscellaneous | 40,956.07 | 50,272.00 | (9,315.93) | (18.53%) |
| TOTAL REVENUES | 16,214,428.06 | 20,619,397.00 | (4,404,968.94) | (21.36%) |

EXPENDITURES

| | | | | |
|---------------------------------------|--------------|--------------|--------------|--------|
| Health and Human Services | | | | |
| Human Services-Child Welfare | 3,186,224.85 | 3,385,977.00 | 199,752.15 | 5.90% |
| Human Services- Youth Aids | 2,271,667.52 | 2,610,758.00 | 339,090.48 | 12.99% |
| Human Services- Child Care | 92,424.16 | 130,723.00 | 38,298.84 | 29.30% |
| Human Services- Transportation | 357,727.37 | 473,201.00 | 115,473.63 | 24.40% |
| Human Services-ESS | 1,018,700.48 | 1,199,887.00 | 181,186.52 | 15.10% |
| Human Services-FSET | 755,570.24 | 2,572,181.00 | 1,816,610.76 | 70.63% |
| Human Services-FSET 50/50 | 206,216.22 | 280,000.00 | 73,783.78 | 26.35% |
| Human Services-LIHEAP | 87,967.80 | 120,325.00 | 32,357.20 | 26.89% |
| Human Services-Birth to Three | 344,962.19 | 420,679.00 | 75,716.81 | 18.00% |
| Human Services- FSP | 183,498.81 | 334,408.00 | 150,909.19 | 45.13% |
| Human Services-Child Waivers | 158,939.80 | 200,787.00 | 41,847.20 | 20.84% |
| Human Services-CTT/CSP | 447,955.83 | 500,029.00 | 52,073.17 | 10.41% |
| Human Services-OPC, MH | 883,867.91 | 1,229,966.00 | 346,098.09 | 28.14% |
| Human Services-CCS | 901,606.65 | 1,048,369.00 | 146,762.35 | 14.00% |
| Human Services-Crisis, Legal Services | 490,714.31 | 583,732.00 | 93,017.69 | 15.93% |
| Human Services-MH Contracts | 1,094,774.09 | 1,606,665.00 | 511,890.91 | 31.86% |
| Human Services-OPC, AODA | 293,020.22 | 420,443.00 | 127,422.78 | 30.31% |

County of Wood
Detailed Income Statement
For the Ten Months Ending: October 31, 2015
Human Services Department-Community

2
Item #7

| | | | | |
|--------------------------------------|---------------|---------------|--------------|--------|
| Human Services- OPC, Day Treatment | 52,083.85 | 72,687.00 | 20,603.15 | 28.35% |
| Human Services-CBRF, AODA GROUP HOME | 194,702.59 | 266,760.00 | 72,057.41 | 27.01% |
| Human Services-AODA Contracts | 40,414.44 | 134,900.00 | 94,485.56 | 70.04% |
| Human Services- Administration | 2,554,835.34 | 3,070,163.00 | 515,327.66 | 16.79% |
| Total Health and Human Services | 15,617,874.67 | 20,662,640.00 | 5,044,765.33 | 24.41% |
| TOTAL EXPENDITURES | 15,617,874.67 | 20,662,640.00 | 5,044,765.33 | 24.41% |
| NET INCOME (LOSS) * | 596,553.39 | (43,243.00) | 639,796.39 | |

Budget Variance:
Transportation \$43,243

County of Wood
Detailed Income Statement
For the Ten Months Ending: October 31, 2015
Human Services Department-Norwood Health Care

2
Item #7

| | Actual | Budget | Variance | Variance % |
|---|---------------------|---------------------|-----------------------|-----------------|
| REVENUES | | | | |
| Taxes | | | | |
| General Property Taxes | \$1,510,456.70 | \$1,812,511.00 | (\$302,054.30) | (16.66%) |
| Total Taxes | 1,510,456.70 | 1,812,511.00 | (302,054.30) | (16.66%) |
| Public Charges for Services | | | | |
| Public Charges-Unified & Norwood | 5,125,736.05 | 8,042,391.00 | (2,916,654.95) | (36.27%) |
| Third Party Awards & Settlements | 156,300.00 | 187,290.00 | (30,990.00) | (16.55%) |
| Contractual Adjustment-Unified & Norwood | (1,404,043.18) | (1,605,727.00) | 201,683.82 | (12.56%) |
| Total Public Charges for Services | 3,877,992.87 | 6,623,954.00 | (2,745,961.13) | (41.46%) |
| Interdepartmental Charges for Services | | | | |
| Dept Revenue-Unified & Norwood | 204,804.54 | 258,570.00 | (53,765.46) | (20.79%) |
| Total Interdepartmental Charges | 204,804.54 | 258,570.00 | (53,765.46) | (20.79%) |
| Total Intergovernmental Charges for Services | 204,804.54 | 258,570.00 | (53,765.46) | (20.79%) |
| Miscellaneous | | | | |
| Recovery of PYBD & Contractual Adj | 39,963.29 | 38,000.00 | 1,963.29 | 5.17% |
| Meal/Vending/Misc Income | 17,030.79 | 19,850.00 | (2,819.21) | (14.20%) |
| Other Miscellaneous | 22,130.38 | 19,314.00 | 2,816.38 | 14.58% |
| Total Miscellaneous | 79,124.46 | 77,164.00 | 1,960.46 | 2.54% |
| TOTAL REVENUES | 5,672,378.57 | 8,772,199.00 | (3,099,820.43) | (35.34%) |
| EXPENDITURES | | | | |
| Health and Human Services | | | | |
| Norwood- Crisis Stabilization | 340,000.00 | 408,000.00 | 68,000.00 | 16.67% |
| Norwood-SNF-CMI (Crossroads) | 763,410.37 | 926,295.00 | 162,884.63 | 17.58% |
| Norwood SNF-TBI (Pathways) | 534,228.68 | 1,108,889.00 | 574,660.32 | 51.82% |
| Norwood-Inpatient (Admissions) | 2,174,104.21 | 2,996,335.00 | 822,230.79 | 27.44% |
| Norwood-Nursing | 165,275.56 | 214,106.00 | 48,830.44 | 22.81% |
| Norwood-Dietary | 645,191.53 | 768,610.00 | 123,418.47 | 16.06% |
| Norwood-Plant Ops & Maintenance | 790,084.91 | 1,032,779.00 | 242,694.09 | 23.50% |
| Norwood-Medical Records | 152,347.45 | 190,581.00 | 38,233.55 | 20.06% |
| Norwood-Administration | 902,429.06 | 1,143,104.00 | 240,674.94 | 21.05% |
| Total Health and Human Services | 6,467,071.77 | 8,788,699.00 | 2,321,627.23 | 26.42% |
| TOTAL EXPENDITURES | 6,467,071.77 | 8,788,699.00 | 2,321,627.23 | 26.42% |
| NET INCOME (LOSS) * | (794,693.20) | (16,500.00) | (778,193.20) | |

Budget Variance:

NHC Plant/Operations \$16,500 (resolution 15-5-3)

County of Wood
BALANCE SHEET SUMMARY
 Human Services Department
 Saturday, October 31, 2015

| | <u>2015</u> | <u>2014</u> |
|--|----------------------------|----------------------------|
| ASSETS | | |
| Cash and investments | 163,431.71 | 261,416.46 |
| Receivables: | | |
| Miscellaneous | 2,298,592.92 | 2,812,322.63 |
| Due from other governments | 1,180,802.21 | 1,257,277.20 |
| Due from other funds | 1,142,443.27 | 1,013,456.67 |
| Inventory of supplies, at cost | 40,493.88 | 51,787.29 |
| Prepaid expenses/expenditures | 22,067.16 | 48,202.79 |
| TOTAL ASSETS | <u>4,847,831.15</u> | <u>5,444,463.04</u> |
| LIABILITIES AND FUND EQUITY | | |
| Liabilities: | | |
| Vouchers payable | 674,534.83 | 758,622.68 |
| Accrued compensation | 211,631.03 | 201,023.40 |
| Special deposits | 34,296.61 | 15,004.33 |
| Due to other governments | 1,156,582.98 | 1,172,889.80 |
| Deferred revenue | 1,324,446.21 | 2,199,512.39 |
| Deferred property tax | 1,362,174.20 | 1,351,833.52 |
| Advances from other funds | 0.00 | 30,602.15 |
| Total Liabilities | <u>4,763,665.86</u> | <u>5,729,488.27</u> |
| Fund Equity: | | |
| Retained earnings: | | |
| Unreserved | 85,069.87 | (1,138,035.72) |
| Fund Balance: | | |
| Reserved for contingencies | 197,235.23 | 196,644.23 |
| Undesignated | 0.00 | (27,177.07) |
| Income summary | (198,139.81) | 683,543.33 |
| Total Fund Equity | <u>84,165.29</u> | <u>(285,025.23)</u> |
| TOTAL LIABILITIES & FUND EQUITY | <u>4,847,831.15</u> | <u>5,444,463.04</u> |



Scott Walker
Governor

Kitty Rhoades
Secretary

State of Wisconsin

Department of Health Services

DIVISION OF PUBLIC HEALTH

1 WEST WILSON STREET
P O BOX 2659
MADISON WI 53701-2659

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dhs.wisconsin.gov

November 23, 2015

Ms. Sue Kunferman
Ms. Nancy Eggleston
Wood County Health Department
420 Dewey St.
Wisconsin Rapids, WI 54494

Subject: Request for DHS Health Risk Assessment of Golden Sands Dairy, Town of Saratoga

Dear Ms. Kunferman and Ms. Eggleston:

This letter is in response to your April 26, 2015, correspondence regarding a proposed Concentrated Animal Feeding Operation (CAFO), the Golden Sands Dairy (GSD), in the Town of Saratoga. In your letter, you indicated that:

- Your agency would support any request from the public that the Department of Health Services (DHS) conduct a Health Risk Assessment for the proposed CAFO project.
- Your agency is interested in the public health consequences of the proposed operation, given the close proximity of many residences to the proposed site.

The Department of Natural Resources (DNR) is the primary state agency with respect to the permitting and approval of this project and DHS has no regulatory role in this process. However, to assist you in better understanding the potential public health implications of the proposed CAFO, we reviewed the Environmental Impact Report (EIR) prepared by consultants for the proposed CAFO operator and identified topics your agency may want to look at more closely, as well as ways that your agency could do so.

I would like to note that we do not consider the information contained in this letter to constitute a health risk assessment; rather, it is simply a review of the currently available information on this project. DHS is not planning to conduct a health risk assessment for this project, as we do not have the authority to do so in this situation.

In your letter, you specifically highlighted concerns about the project regarding water quality, manure spray irrigation, and air quality issues. Below is our review of these topics, based on the currently available information for this project.

Water Quality

The potential for impacts to groundwater that supplies residential drinking water wells near the GSD project is a topic that your agency may wish to investigate further. If your agency chose to do so, options you might consider could include:

Wood County Health Department
Page 2

- Any future assessments of potential impacts to drinking water wells would be greatly improved by knowledge of baseline water quality data (such as from the University of Wisconsin-Extension's Town of Saratoga Community Drinking Water Program in 2012) and any available groundwater monitoring data. This would better allow your agency to identify any potential water quality changes that may occur over time by comparing groundwater data from now and in the future.
- It may be useful to enhance existing groundwater quality information by collecting data through additional water testing of existing wells.
- Although the protection and maintenance of a private well is primarily the responsibility of the homeowner, your agency could encourage private well owners to maintain their wells and regularly test their water, as recommended by DHS and DNR. For more information: <http://dnr.wi.gov/topic/Wells/homeowners.html>.

Manure Spray Irrigation

Use of manure spray irrigation is not part of the initial GSD project proposal, although the EIR states that this practice may be adopted later. Should this practice be adopted in the future, your agency could consider the findings of the multi-stakeholder *Understanding Manure Irrigation* workgroup (<http://fyi.uwex.edu/manureirrigation/>), a panel of agricultural stakeholders interested in land application of liquid manure using irrigation techniques (DHS is a member of this workgroup). The group has sought to use a scientific approach to understanding risks and making recommendations for best practices for these emerging agricultural methods. The upcoming report from the workgroup, which concluded its deliberations in September 2015, will likely inform any future review of applications by CAFOs that propose to use manure irrigation techniques. We will let you know when the report is released.

Air Quality

Air quality impacts and nuisance odors can be a common feature of CAFOs; however, the severity of these effects can be mitigated using best management practices (BMPs). Although under state statute the release of hazardous air pollutants from livestock farms is not regulated by the DNR, in 2010 the DNR reported on *Beneficial Management Practices for Mitigating Hazardous Air Emissions from Animal Waste in Wisconsin* (<http://dnr.wi.gov/topic/airquality/documents/bmp/finalreport101213.pdf>). DHS actively participated in the development of that report. DHS is encouraged that GSD, in their EIR, indicates a familiarity and understanding with the DNR report and a willingness to adopt these BMPs to minimize air impacts.

DNR Preparation of an Environmental Impact Statement

We have spoken to the DNR about this project and it is our understanding that they are currently preparing an Environmental Impact Statement (EIS). The EIS provides information to permit and approval authorities to assist in their decision making process. We anticipate that the information provided by the EIS will help us better understand what the public health consequences might be for this project. For more information on the current status of the DNR's work on this project, see: <http://dnr.wi.gov/topic/agbusiness/cafo/goldensands.html>.

Wood County Health Department
Page 3

I hope that this information is helpful for your agency's work related to this project. Please do not hesitate to contact us if you have any questions about the information in this letter, or if there is anything else we can assist you with regarding this matter.

Sincerely,



Jeff Phillips
Director
Bureau of Environmental and Occupational Health
Wisconsin Division of Public Health
608-264-9880
Jeffrey.phillips@wisconsin.gov

Billing Process Recommendations

5. Implement electronic imports of data from TCM to Dynamics.

| Plan: | Person Responsible | Date Due | Date – Progress notes | Barriers & Resources | Completion Date |
|--|--------------------|----------|--|----------------------|-----------------|
| Write programming (outside of TCM) to extract data from TCM for upload | Peggy Sullivan | 06/30/15 | <p>08-19-15 – Systems met with Fiscal staff on interface. Ready to test TCM to Dynamics interface for contractual adjustment batch. Manual tests using May data proved the interface matched May's reports.</p> <p>08-19-15 – Systems will work with Finance department on an error in the link between the TCM and GL – they believe the error is on the Dynamics side. Systems will deploy the interface test after correcting link .</p> <p>08-31-15 – A manual test is tentatively scheduled for revenues.</p> <p>09-18-15 – planned deployment date for phase II. Revenue interface between TCM and Dynamics.</p> <p>09-09-15 – Systems personnel met with Assistant Fiscal Manager and Accounting Clerk to give Systems a walk-through of the monthly revenue reports extracted from TCM. This information will be used by programmers to ensure the interface program produces accurate values, matching the TCM reports.</p> <p>Reviewed the Contractual adjustments component of the payment batches with Systems personnel for the review of the file prior to posting batch through interface.</p> <p>Systems personnel demonstrated the interface for batch adjustments to fiscal staff.</p> <p>10/01/15 – Programming work is ongoing for both adjustments and revenue interfaces</p> <p>10/05/15 – Systems has planned a meeting with Human Services staff to discuss adjustment interface further</p> | | |

| | | | | |
|--|--|--|---|--|
| | | <p>10-29-15 – Met with Systems programmers for next group of Accounts Receivable reports</p> <p>10-29-15 – Met with Systems programmer to further define and refine the TCM/Dynamics interface; an August 31st interface occurred for both revenues and adjustments; errors occurred when interface entered the General Ledger; entry had to be manually reversed and re-entered; multiple servers for Dynamics presented problematic</p> <p>11-30-15 – Staff reported that new revenue interface worked well; numbers were accurate; debiting and crediting within interface program to General Ledger worked correctly.</p> <p>11-30-15 – Fiscal staff met with System's programmers to discuss processing of adjustments and how to handle the outlier codes and news codes that are added in the future. Also, clarified for the programmers the need to have all transactions interface in order to preserve the integrity of the audit trail from subsidiary ledgers to General Ledger even though mapping within the program may become very detailed.</p> | <p>Mapping within interface to accommodate all coding needs can be involved and more difficult for programmers to accomplish.</p> | |
|--|--|--|---|--|

Cash Receipts Process Recommendations

1. Implement electronic download of Medicaid EOBs.

| Plan: | Person Responsible | Date Due | Date – Progress notes | Barriers & Resources | Completion Date |
|---|--------------------|--|---|--|---|
| Processing Medicaid Electronic payments | Angela Wiese | 07-01-15 through 07-31-15 08-01-15 through 08-19-15 | Fully processing electronic payments from Medicaid. Time studying process to determine time needs by staff to complete electronic payments. Time studies of payments conducted by staff Processing is continuing – consider this plan fully implemented. | Indicates significant reduction in processing time for Medicaid payments | Ongoing processing 11-01-15 |

Cash Receipts Process Recommendations

2. Cash receipts entry into TCM should be a Division priority.

| Plan: | Person Responsible | Date Due | Date – Progress notes | Barriers & Resources | Completion Date |
|-----------------|--------------------|----------|---|----------------------|------------------------------------|
| Cash Receipting | Angela Wiese | | 09-08-15- Cash receipting in TCM remaining current. Dynamics cash receipting and deposits going smoothly. 11-10-15 Cash receipting continues to progress smoothly Process continues smoothly – consider this plan fully implemented | | Ongoing 11-01-15 |

Communication Recommendations

2. Ongoing communication should be enhanced through regularly scheduled meetings.

| Plan: | Person Responsible | Date Due | Date – Progress notes | Barriers & Resources | Completion Date |
|--|--|---------------------|---|----------------------|-----------------|
| Confer with Finance Department on Targeted projects as necessary | Kathy Roetter, Jo Timmerman, Mary Schlagenhaft | Specific to project | <p>4-27-15 – Human Services, Finance Department, and Systems Department met with TCM regarding a TCM interface with Great Plains Dynamics – completion target date 7-1-15</p> <p>5-21-15 – Mary Schlagenhaft, Joanne Borski, Mike Martin, and Marla Cummings met to discuss better ways to reconcile the Dynamics recorded deposits to TCM receipt batches.</p> <p>6-4-15 – Human Services, Finance Department, and Systems Department are scheduled to meet to discuss set-up issues for a TCM interface to Dynamics.</p> <p>06-5-15 submitted General Ledger account requests to Finance Department for approval per Finance Director's guidelines. Received feedback from Finance Director related to requests.</p> <p>06-24-15 – Norwood and Community side Fiscal Services personnel attended Finance Department's Accountants' Group meeting on 2016 budget.</p> <p>07-15-15 – Norwood and Community side Fiscal staff working closely with Finance Department on 2016 Budget document.</p> <p>07-16-15 through 08-14-15 – Fiscal staff continued to work with Finance Department on repairs needed in 2016 budget document related to the recent upgrade of the document.</p> <p>08-20-15 – Received meeting invite for first in series of Accounting Policy sessions for County Accountants' Group. Finance Dept. will lead these sessions.</p> | | |

| | | | | | | | |
|--|--|--|--|--|--|---|--|
| | | | <p>09-04-15 – Discussed additional budget information with Finance Director. Agreed to make the additions to the 2016 budget based on new information obtained after submission of budget.</p> <p>10-14-15 – Attended second in series of Accounting Policies Group meetings – first policy projects were disbursed.</p> <p>11-3-15 – Kathy Roetter and Jo Timmerman met with Mike Martin to problem solve Project Lifesaver Account</p> <p>11-18-15 – Jo Timmerman attend accounting policies meeting with Finance Dept. Presented adjustment (journal entries) policy I drafted for discussion with group.</p> | | | <p>Large project requiring ongoing time resources that overlap other projects and regular job obligations</p> | |
|--|--|--|--|--|--|---|--|

Monthly Close Process Recommendations

1. Invest resources in developing TCM reports.

| Plan: | Person Responsible | Date Due | Date – Progress notes | Barriers & Resources | Completion Date |
|---|--------------------|----------|---|---|----------------------------|
| Hire contract programmer to write TCM reports | Amy Kaup | ??? | <p>06/04/15 – Met with Systems and Finance personnel to discuss project. Contract programmer participated in discussion</p> <p>09-08-15 – Programmer working on combining/refining two cash receipts reports used for month end.</p> <p>09/30/15 – Programmer continues to work with staff on customized reports</p> <p>12-9-15 – Meeting with TCM programmer to review TCM reports written to date</p> | <p>Additional reports are providing improved tools for both Fiscal and Clinical staff</p> | Ongoing throughout project |

Monthly Close Process Recommendations

3. Reconcile community aids receivables from and payables to the State monthly.

| Plan: | Person Responsible | Date Due | Date – Progress notes | Barriers & Resources | Completion Date |
|--|--------------------|----------|---|---|------------------------|
| Reconcile State of Wisconsin AR account to CARS and CORE | Mary Schlagenhaft | 02/28/15 | <p>Reconciliations performed monthly ongoing</p> <p>08-20-15 – July reconciliations currently in progress</p> <p>August reconciliations will follow month end.</p> <p>September reconciliations in progress</p> <p>September reconciliation completed</p> <p>12-10-15 – Fiscal Manager and Assistant Manager meeting with Finance Dept to review CARS and CORE reports in preparation for yearend</p> | <p>State institute take backs and refunds add secondary layer of reconciling items</p> <p>Opportunity for Finance Dept. to gain better understanding of state aid reporting done by Human Services.</p> | Ongoing each month end |

12/3/15

Pathways Update:

Update on Progress:

- Successfully discharged one resident at the completion of her treatment, discharged another to Clearview as the family wanted access to different services, which we are working on implementing those services. We will see more movement with the hiring of our vacant Activity Director position.
- Working on relations with Insurance providers, set up a meeting with United Healthcare to discuss relationship.
- Heard back from State of Wisconsin to upgrade our Four Star rating to Five Star. Had one patient at time of survey. State is still checking into this.
- Have begun analysis to determine if becoming Medicare certified is advantageous.

From the report, I was asked to provide more information on the possibilities for Pathways:

- Continue with TBI. Currently have three patients on TBI, none with TBI diagnosis. Working on each referral we get to find a way to admit. Setting up targeted marketing blitz's to major referral sources.
- Take additional diagnoses. Although we could take up to four patients, this would be duplicating the services that Edgewater already provides and the reimbursement is poor. We have begun to identify other possible diagnoses that we would accept and the associated payor sources.
- Mirror Crossroads. We have contracted with another County with one of the other empty beds for a short term (less than one month) stay while individual is awaiting more appropriate placement. Letter will be sent to other County Human Service Directors letting them know of this option.
- Medically Monitored Detox Facility. This continues to not be explored as we are seeing growth and potential from the other options.

Respectfully Submitted,

Jordon Bruce, NHA

Administrator

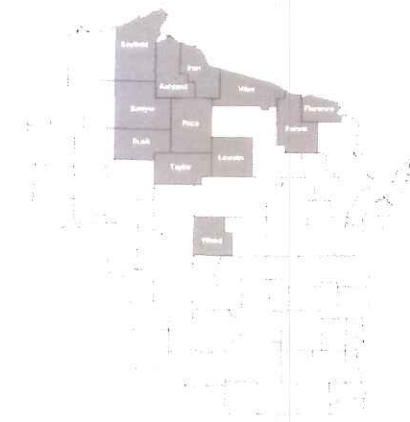


Overview

Wisconsin Department of Health Services

Income Maintenance

Operational Analysis Project



Northern Income Maintenance Consortium

Background and Objectives

Wisconsin Department of Health Services (DHS) engaged Deloitte to assess the current state of administration of income maintenance (IM) programs.

- Project period was Calendar Year (CY) 2014, recognizing ongoing evolution
- The scope covered FoodShare and Medicaid administered by MILES and the ten IM consortia

Project Goals

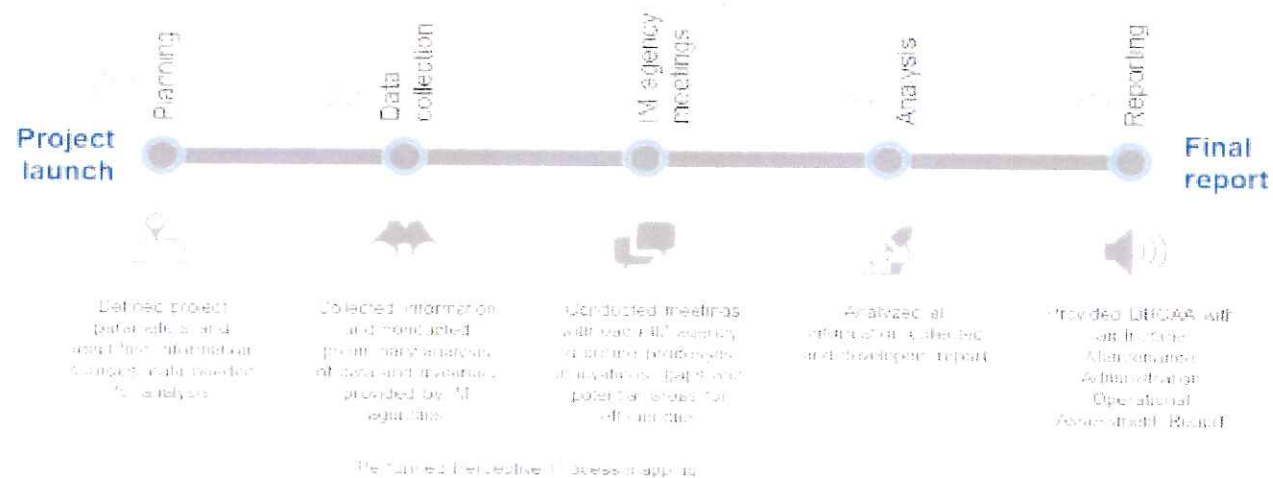
- Assess the current state of IM administration
- Identify leading practices and efficiencies
- Identify options for additional opportunities promoting efficiency



Data Collection and Analysis Phases

Deloitte collected data from a variety of sources to capture multiple dimensions of the IM administration:

- DHS system reports and custom queries
- National data sources
- IM agency documentation
- Interviews with each IM agency
- Perceptive Process Mining
- Performance Reports



Organizational Model

Multiple features were examined to reflect IM agencies' 2014 organizational models on a spectrum (primarily county-based to primarily consortium-based). All consortia are required to have some basic consortium-based functions.

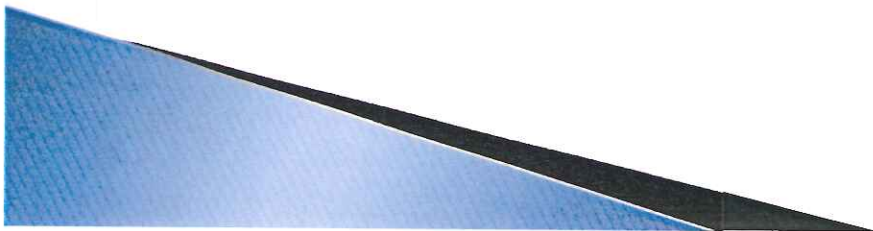
- Consortium-wide roles
- Management of work across counties
- Standard Operating Procedures
- Financial arrangement
- Monitoring of staff performance and workload
- Call Center: staffing and management structure, services/responsibilities
- Document processing
- Trainings (standardization, structure, materials)
- Second-party review response process
- Other Quality Control processes
- Customer feedback



Operating Model

IM agencies have varying operating models which tend to be a case-based or task/team based approach (excluding call center functions). Most IM agencies have some combination of these approaches. Recognizing there has been a continuing evolution, the project team focused on one point in time, CY 2014.

- Case-Based
 - Individual cases are assigned to workers
 - Workers are responsible for managing those cases on an ongoing basis
- Team/task-based/case banking
 - Eliminates the assignment of cases to workers
 - Work is either managed according to tasks by individuals or teams
 - In case banking a group of workers work through a volume of cases and complete all actions required to update those cases
- ❖ Northern IM Consortium has an operating model that is Team/task-based



Staffing

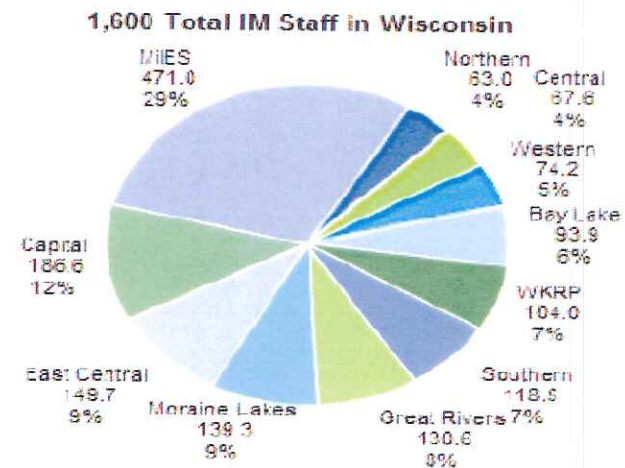
The project team reviewed staffing as part of the analysis

Used 2014 FTE Count

Staffing includes ES workers, Lead Workers, Managers/Supervisors and Clerical Support

For comparison purposes, data was used to calculate

- Ratio of workers to Supervisors/Manager
- Average cases per worker
- IM administration cost per worker
- Notes
 - Lead workers were not included in ratio of workers. Northern IM Consortium is the only consortium that does not have Lead Workers
 - 2014 included staffing related to PPACA and other supplemental funding.



Financial Performance

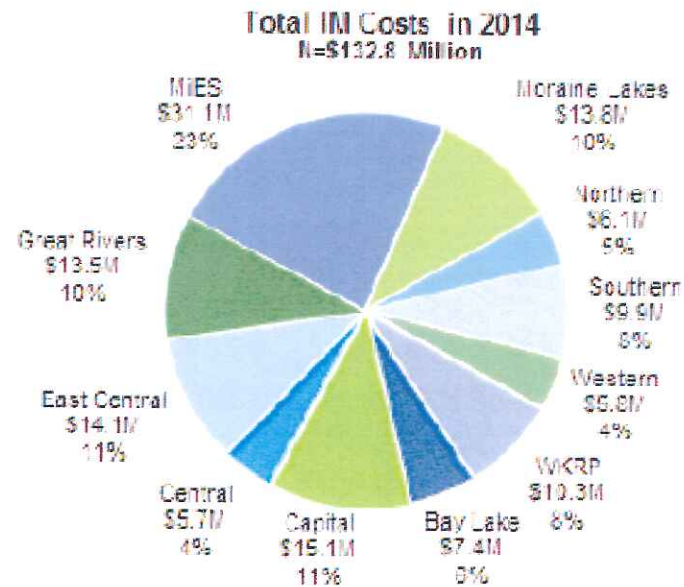
The project team reviewed costs for each of the ten consortia and MILES

Used 2014 IM Administration Expenses

Incorporated into cost per case

- Total IM expenses divided by average monthly caseload
- Cost per case adjusted to incorporate a wage index capture geographic differential
- Other factors may impact costs

Note: 2014 FoodShare bonus and PPACA funding not spent at the end of CY 2014 were available to carry over into CY 2015 until March 31, 2015. The amount carried over and expenses reported between Jan – March 2015 were not separated and therefore used in this analysis.



Performance: Existing Performance Reports

DHS produces Consortia Monthly Reports which are reviewed by DHS and IM agencies' leadership. The project team annualized the data for CY 2014.

Timeliness

- Applications
- Renewals
- Six Month Reporting Forms (SMRF)

Churn

Cases closed less than 60 days and reopened in a given month

Usage of CDPU to Scan Documents (Scan First and Process First)

Call Center

- Calls received, answered, abandoned, repeat calls
- Average speed of answer and answer rate

Quality

- 2014 Second-Party Reviews Completed
- FoodShare and Health Care Case Error Rates Monthly Weighted Average
- FoodShare Payment Error Rate
- Total Fair Hearings and Number Remanded

Work results from a Management Information System (MIS)

MIOA Final Report p. 19, 29, 31, 34, 36,

Competitive Strengths Assessment (CSA)

Deloitte used a CSA tool which incorporates cost, performance, and quality metrics to help identify high performers, their characteristics, and differentiators.

The report includes three scenarios to illustrate the impacts of emphasizing the different factors: Cost Per Case, Performance, and Quality

| Metric | Detailed Metric | Scenario 1 | Scenario 2 | Scenario 3 |
|---------------|------------------------------------|------------|------------|------------|
| Cost Per Case | Total Cost Per Case, Wage Adjusted | 33% | 0% | 50% |
| Performance | Timeliness | | | |
| | Call center | 33% | 50% | 32.5% |
| | Document processing | | | |
| Quality | Second-party reviews | | | |
| | FoodShare quality | 33% | 50% | 17.5% |
| | Fair hearings | | | |

| Comparison of CSA Scenarios | | | |
|-----------------------------|---------------|---------------|---------------|
| Rank | Scenario 1 | Scenario 2 | Scenario 3 |
| 1 | MILES | Capital | MILES |
| 2 | Northern | Northern | Bay Lake |
| 3 | Bay Lake | WKRP | Capital |
| 4 | Capital | Bay Lake | Northern |
| 5 | Western | MILES | Western |
| 6 | WKRP | East Central | WKRP |
| 7 | Central | Western | Central |
| 8 | East Central | Great Rivers | East Central |
| 9 | Southern | Southern | Southern |
| 10 | Great Rivers | Moraine Lakes | Great Rivers |
| 11 | Moraine Lakes | Central | Moraine Lakes |

Table 12. Comparison of CSA Scenarios

Comparison of CSA Scenarios and Results for Northern IM Consortium

In each of the three scenarios, the same consortia emerge as top performers while their specific placement in relation to other agencies changes based on the factors emphasized. There does not appear to be a direct relationship between high costs and high performance or quality. When costs is included in the analysis, MilES, Northern, Bay Lake and Capital rise to the top.

Scenario 1
Cost per case, performance,
and quality equally weighted

- Northern's second place is a result of the combination of high quality and performance scores along with mid-range cost.

Scenario 2
Performance & quality are
equally weighted (50% each and
cost per case is eliminated)

- Northern has the second highest overall score, driven by the combination of performance and quality dimensions.

Scenario 3
Quality and performance are
combined into a single
dimension and weighted equally
with cost per case (50% each)

- Northern's placement is driven by their low costs and good performance/quality results

Primary Observations

The project resulted in several key observations of the current state of IM administration.

1

Operating Models

IM agencies employ various organizational and operating models to perform IM administrative functions, ranging from county-based to consortium operated and case-based to task/team based

2

Top Performers Share Characteristics

IM agencies with the best performance across dimensions have a number of characteristics in common: Consortium-based, Centralized communications, Standard operating procedures, Data driven

3

Call Centers Differ

IM agencies' call centers are a primary function. Call center services, staffing structures, and the use of call center software vary by IM agency.

4

Financial Management is County Based

Fiscal management of IM administration is still primarily county-based.

5

Continuing Evolution to Self-Service

Other state research indicates increased movement toward web-based and telephonic interactions.

6

Interest in Improvement

IM agencies frequently expressed interest in evolving to improve operations, better serve customers, and retain staff.

NEXT STEPS

- **IM Consortia Enhancement Opportunities**
 - Moving away from case based toward team and task-based processing
 - Create standardized SOP
 - Offer broader array of services in Call Centers and move towards One-Touch Philosophy
 - More consistent use of CDPU, CCA, telephonic signature
 - Common approach to 2nd party reviews
- **DHS Enhancement Opportunities**
 - Improve quality metrics at MILES
 - Validate high priority items identified by IM Agencies
 - Obtain feedback from IM agencies regarding prioritization of additional improvement opportunities
- **Joint Improvement Opportunities**
 - Align corrective action processes across programs
 - Enhance ADRC & IM agency collaboration
 - Identify strategies to promote fiscal integration of IM resources to support consortia operations
 - Develop retention tools for staff and consider redesigning program training and operations



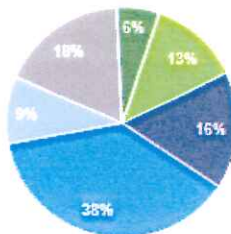


Western Consortium Profile

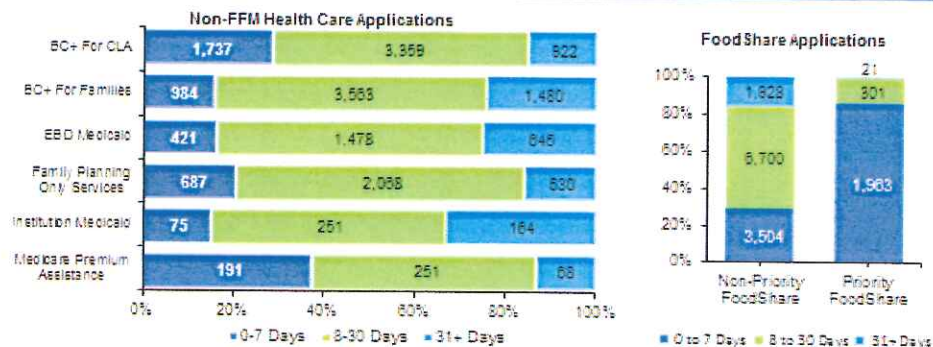


Health Care Caseload Mix

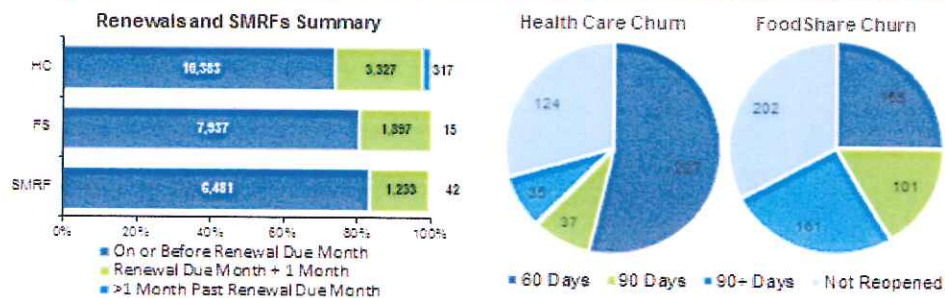
- BadgerCare Plus for Childless Adults
- BadgerCare Plus for Families
- Family Planning Only Services
- Long Term Care
- Medicaid for the Elderly, Blind or Disabled
- Medicare Premium Assistance



Days to Process Applications



Timeliness of Renewals, Six Month Reporting Forms, and Churn



Key Statistics in the Call / Change Center

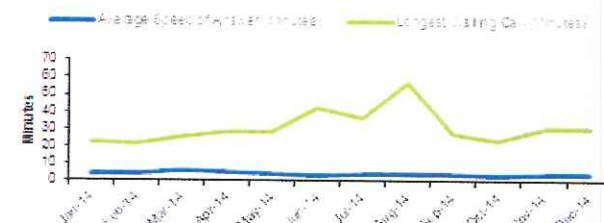
138,703
91.0% total calls answered

28.1%
calls answered from repeated phone numbers in a month

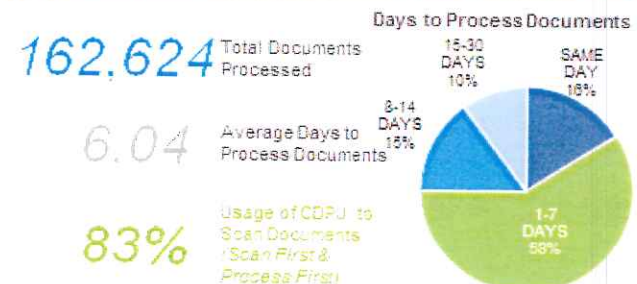
4.54 Average speed of answer (minutes)

Average calls answered per case **4.1**

2014 Average Speed of Answer and Longest Waiting Call



Days to Process Documents (Scan First)





WKRP Consortium Profile



Overview

Wisconsin's Kenosha Racine Partnership (WKRP)
The consortium represented 7% of the total cases and IM workforce, and 8% of IM administration costs in the state. Workload is managed at the consortium level, except for LTC cases.

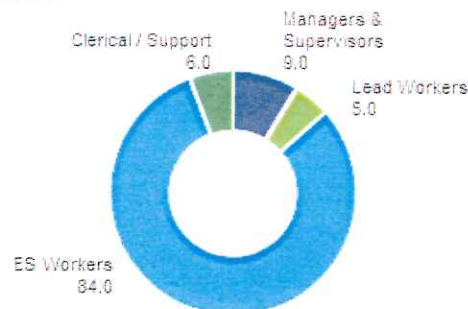
Participating Counties
Kenosha (Lead Agency), Racine

IM Model
Mixed. Consortium wide case banking of Family and EBD Medicaid cases; Racine LTC is case banked, and Kenosha LTC is case based.

Centralized roles across consortium
Inbox Coordinator, Consortium Workload Coordinator, Community Outreach Coordinator (eliminated in 2015)



Workforce Structure



**ES Workers per
Clerical Staff** 14.0

**9.3 ES Workers per
Supervisor/Manager**



Operational Highlights

- Additional staff during Swamp Times on call center
- Staggered staff meetings, not closing call center
- Establish daily staff targets for completion of tasks (e.g. alerts, documents)
- All staff cross trained on EBD, Medicaid
- Call quality: Standardized quality control and listen to calls with staff (self-review)
- New staff have field trips to other offices
- Track face-to-face interactions in offices
- Conduct cold calls for PSFS interviews
- Racine's Application & Verification Center (AVC) and partnership with navigators
- WKRP website
- Newsletter
- Aligned quality control processes for case reviews (county-specific)
- Software tracks timely responses to second-party reviews and summarizes findings

2014 Key Statistics

| | |
|----------|--|
| 48,813 | Average Monthly Caseload |
| 581 | Average Cases per ES worker FTE |
| 4.10% | FoodShare Case Error Rate, Monthly Weighted Average from 1,188 Total Second Party Reviews Completed |
| 3.10% | Healthcare Case Error Rate, Monthly Weighted Average from 1,188 Total Second Party Reviews Completed |
| 1.36% | FoodShare Payment Error Rate (aka FoodShare Active Error Rate) |
| 6.91% | Remanded of 2,145 Total Fair Hearings |
| 1.07% | Churn |
| \$211.79 | Total Cost per Case, All Funds |

Strengths

- Geographic proximity for staff training/meetings
- Similar customer base with demographic characteristics
- Management team
- Equal partnership between counties
- Bilingual staff/supervisor
- Swamp times, swamp days/semi swamp days
- Customer service and simplified call flow moving toward One-Touch (except LTC)
- Community partnerships
- Continuous improvement
- Quarterly face-to-face training with WKRP staff

Initiatives

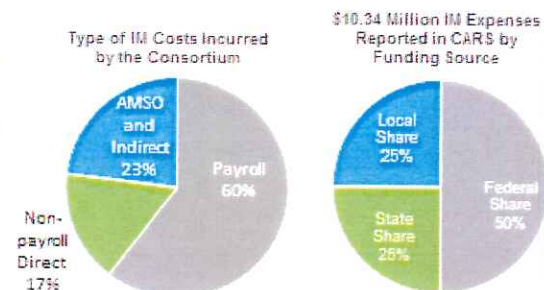
- Expanding role of Workload Coordinator

Opportunities to Improve

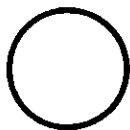
- Staff scheduling during holidays to ensure coverage
- Consider additional services in call center while meeting performance standards
- Collaborate with more community partners
- Process discrepancies



2014 Reported Expenses



Fiscal Arrangement: Lead agency collects county fiscal information on a detailed template. Payments are distributed based on caseload. Costs of trainer and workload coordinator are shared. Local share contribution is tied to an operational commitment and is no less than 2009 amounts.



RESOLUTION#

Health & Human Services, Public Safety and Judicial and Legislative
CommitteesIntroduced by
Page 1 of 1

| | | |
|--|-------------------------------------|--------------------------|
| Motion: | Adopted: | <input type="checkbox"/> |
| 1 st | Lost: | <input type="checkbox"/> |
| 2 nd | Tabled: | <input type="checkbox"/> |
| No: _____ | Yes: _____ | Absent: _____ |
| Number of votes required: | | |
| <input checked="" type="checkbox"/> Majority | <input type="checkbox"/> Two-thirds | |
| Reviewed by: <u>PAK</u> , Corp Counsel | | |
| Reviewed by: <u>MFM</u> , Finance Dir. | | |

KLR

INTENT & SYNOPSIS: To oppose Senate Bill 326 and Assembly Bill 429 affecting child welfare practice and request a meeting of all stakeholders to discuss the legislation in greater detail.

FISCAL NOTE: There will be increased costs for both the Sheriff and Human Services Departments of Wood County. However, it is difficult to quantify at this time.

WHEREAS, Senate Bill 326/Assembly Bill 429 relate to the referral of cases of suspected or threatened child abuse to the sheriff or police department, coordination of the investigation of those cases, and referral of those cases to the district attorney for criminal prosecution; and

WHEREAS, the bills, on their face, might seem favorable, the bills actually compromise child welfare best practice; and

WHEREAS, even though the legislation impacts child welfare practice, the State Department of Children and Families, Office of Children's Mental Health, county child welfare agencies, and child advocacy organizations were not consulted on the legislation, and

WHEREAS, issues with the legislation include the following:

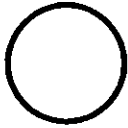
- Law enforcement involvement in all child welfare cases negatively impacts alternative response, community response, and other voluntary services provided to families;
- The legislation is in sharp contrast to evidence-based practice, including trauma-informed care;
- The legislation requires child welfare agencies to "coordinate in the planning and execution of the investigation" in all cases, including screened out cases in which the child welfare agency lacks statutory authority to act;

- The bills require all reports to be referred to law enforcement within 12 hours, allowing for no prioritization of cases;
- The implementation of the legislation has not been thought through, especially when it comes to confidentiality, jurisdictional issues, and the philosophical, purpose and role differences between law enforcement and child welfare agencies; and

WHEREAS, Wood County Human Services Department and local law enforcement jurisdictions within Wood County have a positive working relationship and have entered into Memorandums of Understanding with regard to how local agencies will respond to reports of child abuse and neglect, communicate regarding concerns; and

WHEREAS, counties have requested that the proponents of the legislation bring all parties impacted by the legislation together so all gain an understanding of the others' needs; and

WHEREAS, counties believe a compromise on the legislation can be negotiated, however, such a meeting has yet to take place, and



RESOLUTION#

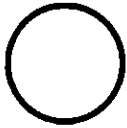
Effective Date: Upon passage

Introduced by Health and Human Services and Judicial and Legislative Committees
Page 2 of 2

NOW, THEREFORE BE IT RESOLVED the Wood County Board of Supervisors does hereby oppose Senate Bill 326/Assembly Bill 429; and

BE IT FURTHER RESOLVED that the Wood County renews the request for a meeting of all interested parties to discuss the legislation in greater detail; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the state legislators that represent Wood County: Senators Terry Moulton, Julie Lassa and Jerry Petrowski and Representatives: Bob Kulp, Nancy VanderMeer, Scott Krug, and John Spiros; and to Senator Robert Cowles and Representative John Macco, who introduced Senate Bill 326 and Assembly Bill 429, respectively, and to the Wisconsin Counties Association.



RESOLUTION#

Health and Human Services Committee

Introduced by
Page 1 of 2

ITEM#

2
Item #14

DATE

January 19, 2016

Effective Date

Upon Passage

Committee

| | |
|-----------------------------------|--|
| Motion: | Adopted: <input type="checkbox"/> |
| 1 st _____ | Lost: <input type="checkbox"/> |
| 2 nd _____ | Tabled: <input type="checkbox"/> |
| No: _____ Yes: _____ | Absent: _____ |
| Number of votes required: | |
| <input type="checkbox"/> Majority | <input checked="" type="checkbox"/> Two-thirds |
| Reviewed by: _____, Corp Counsel | |
| Reviewed by: _____, Fin. Dir. | |

INTENT & SYNOPSIS: To amend the 2015 budget for the Human Services Community programs for transfer of available appropriations to functions where actual expenditures are recorded.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed for transfers in are available and are not anticipated to be spent in the appropriations to be transferred out. The adjustment to the budget is as follows:

| Account | Account Name | Debit | Credit |
|----------|--|-----------|-----------|
| 54410-35 | Economic Support & Employment Division | \$600,000 | |
| 54401-05 | Family Services Division | | \$600,000 |

Source money: Budget

WHEREAS the Division requiring transfer in (Human Services Family Services – 54401-05) is in fact where expenditures appropriated during the adoption of the 2015 budget will be recorded, and

WHEREAS the Division making the transfer out (Human Services Economic Support & Employment – 54410-35) is not expected to expend all amounts appropriated during the adoption of the 2015 budget, and

WHEREAS Family Services has experienced an increase in the number of children requiring placement out of their homes due to the significant needs of children, and

WHEREAS the placements that were required to meet the complexity of the needs of the children were not available in the community and the daily rates for care are of significant cost for the services that are mandated by the state of Wisconsin for counties to provide child welfare and juvenile justice, and

WHEREAS rule 26 of the Wood County Board of Supervisors states that “an amendment to the budget is required any time the actual costs will exceed the budget at the function level”, and

THEREFORE BE IT RESOLVED to amend the Human Services Community programs 2015 budget to reflect the transfer out of appropriations of \$600,000 from Economic Support & Employment Division (54410-35) and transfer in appropriations of \$600,000 to Family Services Division (54401-05).

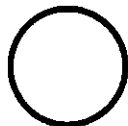
BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

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Donna Rozar, Chair

Tom Buttke

Michael J. Feirer



RESOLUTION#

Health and Human Services Committee

ITEM#

2

Item #15

DATE

January 19, 2016

Effective Date

Upon Passage

Introduced by
Page 1 of 2

Committee

JT

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|---|--|
| Motion: | Adopted: <input type="checkbox"/> |
| 1 st | Lost: <input type="checkbox"/> |
| 2 nd | Tabled: <input type="checkbox"/> |
| No: <input type="checkbox"/> Yes: <input type="checkbox"/> Absent: <input type="checkbox"/> | |
| Number of votes required: | |
| <input type="checkbox"/> Majority | <input checked="" type="checkbox"/> Two-thirds |
| Reviewed by: _____, Corp Counsel | |
| Reviewed by: _____, Fin. Dir. | |

INTENT & SYNOPSIS: To amend the 2015 budget for Norwood Health Center for transfer of available appropriations to functions where actual expenditures are recorded.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed for transfers in are available and are not anticipated to be spent in the appropriations to be transferred out. Additionally, Congregate Meal Program revenues are expected to exceed the budgeted amount due to increased program utilization. The adjustment to the budget is as follows:

| | | NO | YES | A | Account | Account Name | Debit | Credit |
|----|----------------|----|-----|---|---------|----------------------------|--------|--------|
| | | | | | 54326 | Norwood Inpatient Unit | 35,000 | |
| 1 | Nelson, J | | | | 54350 | Norwood Dietary Department | | 22,500 |
| 2 | Rozar, D | | | | 54365 | Norwood Administration | | 25,000 |
| 3 | Feirer, M | | | | 47440 | Congregate Meal Revenue | 12,500 | |
| 4 | Wagner, E | | | | | | | |
| 5 | Hendler, P | | | | | | | |
| 6 | Breu, A | | | | | | | |
| 7 | Ashbeck, R | | | | | | | |
| 8 | Miner, T | | | | | | | |
| 9 | Winch, W | | | | | | | |
| 10 | Henkel, H | | | | | | | |
| 11 | Curry, K | | | | | | | |
| 12 | Machon, D | | | | | | | |
| 13 | Hokamp, M | | | | | | | |
| 14 | Polach, D | | | | | | | |
| 15 | Clendenning, B | | | | | | | |
| 16 | Pliml, L | | | | | | | |
| 17 | Allworden, G | | | | | | | |
| 18 | Murphy, B | | | | | | | |
| 19 | Moody, R | | | | | | | |

Source money: Budget

WHEREAS the functions requiring transfer in (Norwood Health Center – Dietary Department and Norwood Administration) are in fact where expenditures appropriated during the adoption of the 2015 budget will be recorded, and

WHEREAS the expense function making the transfer out is not expected to expend all amounts appropriated during the adoption of the 2015 budget, and

WHEREAS the Congregate Meal Program revenues are expected to exceed the amount budgeted during the adoption of the 2015 budget, and

WHEREAS rule 26 of the Wood County Board of Supervisors states that “an amendment to the budget is required any time the actual costs will exceed the budget at the function level”, and

THEREFORE BE IT RESOLVED to amend the Norwood Health Center 2015 budget to reflect the transfer out of appropriations of \$35,000 from Norwood Inpatient Unit (54326) and transfer in appropriations of \$10,000 to Norwood Health Center Dietary Department (54350), transfer in appropriations of \$25,000 to Norwood Administration (54365), and increase the Congregate Meal Program revenue appropriation (47440) by \$12,500 .

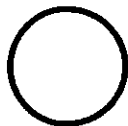
BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

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Donna Rozar, Chair

Tom Buttke

Michael I. Feirer



ITEM# _____

DATE _____

RESOLUTION# _____

Effective Date _____

Introduced by
Page 1 of 1

Health & Human Services Committee & Executive Committee

Committee

SK

| | |
|--|-------------------------------------|
| Motion: | Adopted: <input type="checkbox"/> |
| 1 st _____ | Lost: <input type="checkbox"/> |
| 2 nd _____ | Tabled: <input type="checkbox"/> |
| No: _____ Yes: _____ | Absent: <input type="checkbox"/> |
| Number of votes required: | |
| <input checked="" type="checkbox"/> Majority | <input type="checkbox"/> Two-thirds |
| Reviewed by: _____, Corp Counsel | |
| Reviewed by: _____, Fin. Dir. | |

INTENT & SYNOPSIS: To amend the 2015 Dental Sealants Grant budget for additional revenue and expenditures unanticipated during the original budget process.

FISCAL NOTE: No cost to Wood County. The adjustment to the budget is as follows:

| Function | Account Name | Debit | Credit |
|----------|-----------------|-------|--------|
| 54130 | Dental Sealants | | 8,400 |
| 46510 | MA Revenue | 8,400 | |

Source of Money: MA revenue, budgeted expenditures are being increased by the same amount as the unanticipated funding sources.

WHEREAS revenues generated by the department will be higher than anticipated by \$8,400 due to additional MA funding, and

WHEREAS expenditures of the above functions are anticipated to exceed the originally adopted budget by \$8,400, and

WHEREAS the reasons for the over expended functions have been adequately justified to the Health and Human Services Committee, and

WHEREAS rule 26 of the Wood County Board of Supervisors states that "an amendment to the budget is required any time the actual costs will exceed the budget at the function level",

NOW THEREFORE BE IT RESOLVED to amend the Wood County Dental Sealants Grant budget for 2015 by appropriating \$8,400 of unanticipated revenue to the above named functions, and

BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

| | | NO | YES | A |
|----|----------------|----|-----|---|
| 1 | Nelson, J | | | |
| 2 | Rozar, D | | | |
| 3 | Feirer, M | | | |
| 4 | Wagner, E | | | |
| 5 | Hendler, P | | | |
| 6 | Breu, A | | | |
| 7 | Ashbeck, R | | | |
| 8 | Miner, T | | | |
| 9 | Winch, W | | | |
| 10 | Henkel, H | | | |
| 11 | Curry, K | | | |
| 12 | Machon, D | | | |
| 13 | Hokamp, M | | | |
| 14 | Polach, D | | | |
| 15 | Clendenning, B | | | |
| 16 | Pliml, L | | | |
| 17 | Zurfluh, J | | | |
| 18 | Hamilton, B | | | |
| 19 | Leichtnam, B | | | |



17

Chapter 55 Emergency Protective Placements for Persons with Dementia in Crisis

Findings from a Department of Health Services Survey

In February 2015, the Wisconsin Department of Health Services' Bureau of Aging and Disability Resources performed a survey of county adult protective services (APS) units in order to understand how emergency protective placements are used for people with dementia. This report describes the results of the survey and how the Department will use the results to identify what is working well and where to focus efforts to improve the dementia-capability of Wisconsin's crisis systems.

Background: Chapter 55

The primary purpose of Chapter 55 of the Wisconsin Statutes, the Protective Service System, is to provide for the long-term care and custody of individuals who are at risk of harm due to a condition that is, or is likely to be, permanent. Chapter 55 provides protective services and protective placement, including emergency protective placement, for persons with degenerative brain disorders, severe and persistent mental illness, developmental disabilities, and other like incapacities. Persons who are the subject of an emergency protective placement proceeding under Chapter 55 are presumed to be incompetent.

The Emergency Protective Placement process under Chapter 55

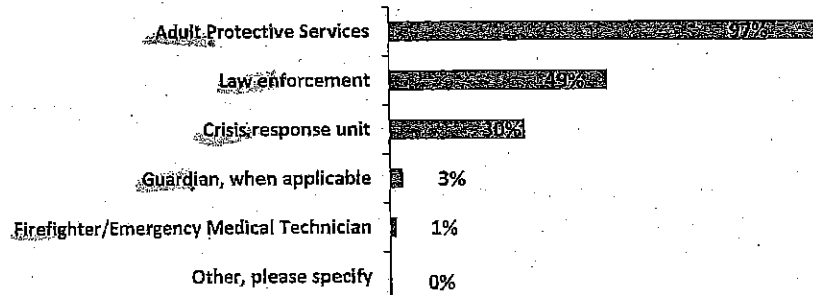
Emergency protective placements are a means of intervening in an emergency situation if it is probable that a person, as a result of an incapacity defined in Chapter 55, is unable to provide for his or her own care or custody. The situation must create a substantial risk of physical harm to the person, or to others, if protective action is not immediately taken.

A person who requires emergency protective placement may be taken into custody and transported to a medical facility, or to a facility or home, for the primary purpose of residential care and custody. Such facilities include nursing homes, public medical institutions, centers for the developmentally disabled under the requirements of s. 51.06 (3), Wis. Stats., foster care services or other home placements, or to other appropriate facilities. An appropriate facility does not include units for the acutely mentally ill. A person could also remain in a home or facility where he or she currently resides if appropriate services and supports can be provided.

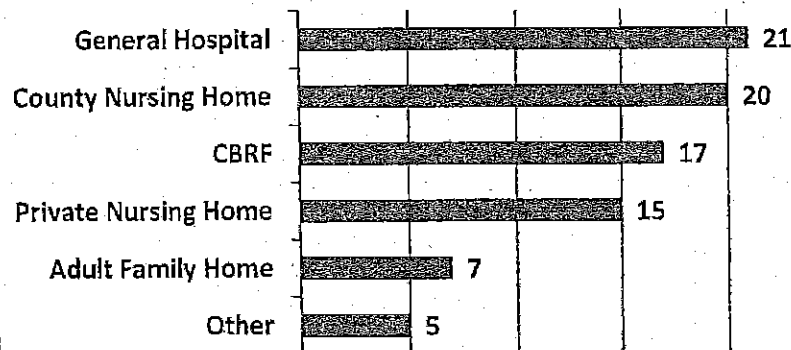
An emergency protective placement can only be made by a sheriff or police officer, fire fighter, guardian of the individual, or authorized county representative, such as a representative of the county APS unit or crisis system.



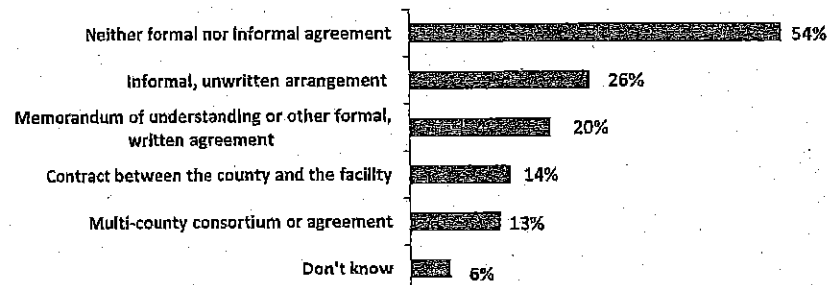
Who typically makes emergency protective placements in your county?
(n=70)

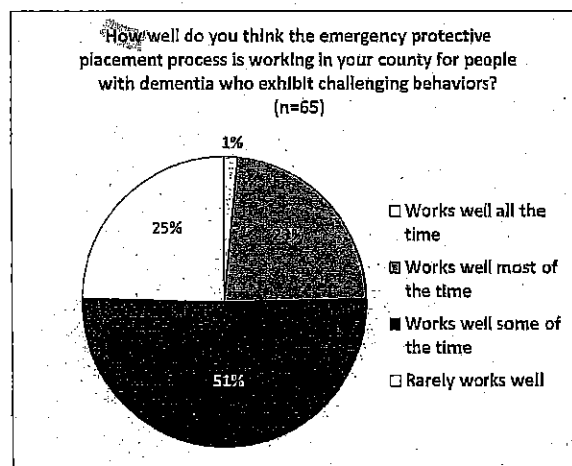
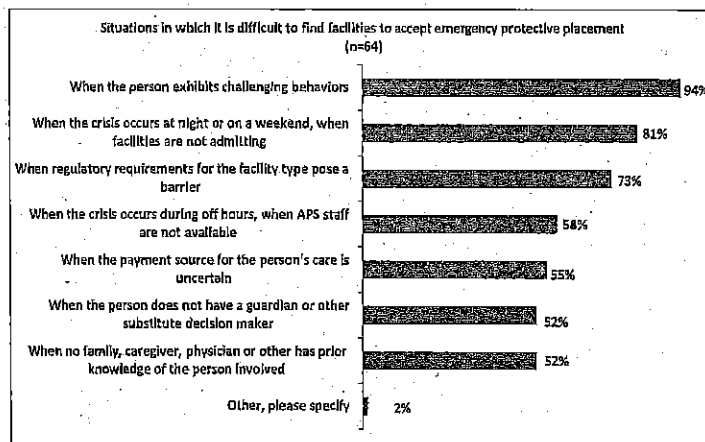
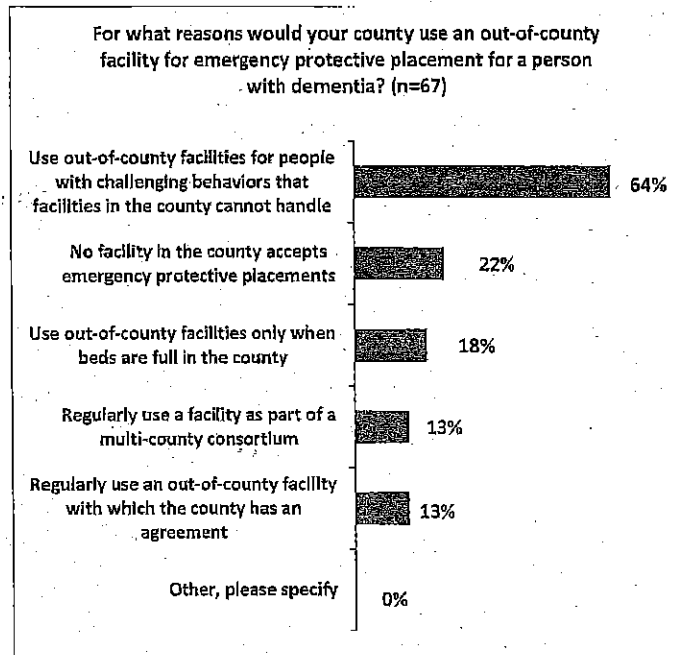


What types of facilities are used by your county for emergency protective placement of people with dementia who exhibit challenging behaviors?

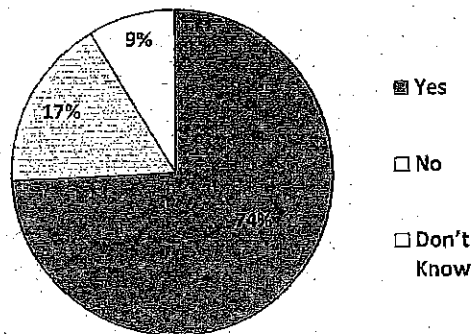


What types of arrangements exist in your county regarding the acceptance of emergency protective placements? (n=69)

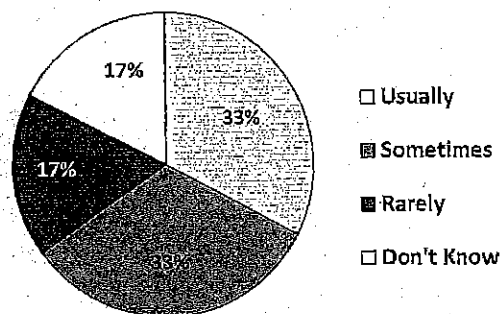




Has the Wisconsin Supreme Court's Helen EF decision impacted the emergency protective placement process in your county? (n=70)



If yes, then does the mobile crisis response team respond effectively to situations involving people with dementia? (n=50)



Is the crisis response team effective in helping to avoid the need for emergency protective placement for people with dementia? (n=53)

