

Health and Human Services Committee

Thursday, February 25, 2016; 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, January 28, 2016
 - 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 Service

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) Veterans Service discussion of Veterans Court Mentor Program
- 9) Health Department out-of-state travel request to attend the Technical Assistance Workshop in New Orleans, April 25-27, 2016 and the Annual Education and Training Conference in Cincinnati OH, May 22-25, 2016 with all expenses paid with grant funds. The workshop and conference are a requirement as a sub-recipient of the WIC Community Partnership Grant.
- 10) WI Public Health Association/Wisconsin Association Local Health Departments and Boards (WPHA/WALHDAB) Conference May 24-26, 2016 in Appleton, WI
- 11) Wisconsin County Human Services Association (WCHSA) Spring Conference May 10-12, 2016 in Elkhart Lake, WI
- 12) Human Services Department 2015 Year in Review by Services
- 13) Update regarding relocation of departments to the River Block Building
- 14) Resolution to amend 2015 WIC budget
- 15) Legislative issue updates
- 16) Future agenda items
- 17) Next meeting(s):
 - March 31, 2016; 5:00 pm, Wood County Annex & Health Center, Classroom – Marshfield

[NOTE: the March meeting has been moved to 5th Thursday]
- 18) Adjourn

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: January 28, 2016

PLACE: Wood County Annex & Health Center Classroom – Marshfield

PRESENT: Donna Rozar, Mike Feirer, Doug Machon, Lori Slattery-Smith, R.N., Peter Hendler, Tom Buttke, Jeffrey Koszczuk, D.O.

EXCUSED: Marion Hokamp, Jessica Vicente,

ALSO PRESENT: Kathy Roetter, Jo Timmerman, Brandon Vruwink, Jordon Bruce (Human Services); Sue Kunferman, Kathy Alft, Amber France (Health Department); Amy Slattery (Edgewater Haven); Rock Larson (Veteran Services); Warren Kraft (Human Resources Director); Bill Clendenning (County Board Supervisor); Lance Pliml (County Board Chair)

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

- NALBOH News Brief
- Amy Slattery informed the Committee of an upcoming Quarterly Communication Meeting with the State, February 18th, 10am-noon at Edgewater Haven, Port Edwards.
- Rock Larson shared Judge Wolfe's announcement of mentor training for Veterans Court being planned for Saturday Jan 30th.
- Chair Rozar read a letter received from Kathy Roetter announcing her retirement in May 2016.

5) Consent Agenda

Human Services agenda was pulled. Motion (Feirer/Hendler) to approve the consent agenda. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

HUMAN SERVICES: Kathy Roetter expressed concerns with problems associated with implementation of the new payroll system. Jo Timmerman described specifics of how missing information and inaccuracies has created a barrier to financial reporting. Approximately 200 new accounts were created without correspondence between Finance, Human Resources, and Human Services which complicates the issue even further. Warren Kraft, Human Resources Director, responded to questions and concerns. Kathy shared additional concerns that the new system is not capable of calculating costs similarly done in the previous system, which leads to significant manual work.

**7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center
Quarterly Reports – Veterans Service, Health Department**

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

8) Discussion of department head core competencies

Chair Rozar introduced the purpose of the department head core competencies document. Given Kathy Roetter's announced retirement, she was asked to provide an assessment of the core competencies and key behaviors related to her position. The Human Services Administrative team will also be asked to provide an assessment. Additional comments by Committee members regarding the characteristics of the job description and recruitment should be shared with Human Resources.

9) Health Department WIC Community Partnership Grant

Amber France, Nutrition & Lactation Program Supervisor, provided background information of the community partnership grant awarded to the Health Department. Amber described the purpose of the grant and shared program goals.

10) Human Services resolution for two new FSET Case Manager positions

Brandon Vruwink provided a rationale for the request of two FSET Case Manager positions. Brandon explained there is no tax levy needed for these positions. Motion (Buttke/Hendler) to support the resolution as presented and forward to the Executive Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

11) Human Services resolution to implement a Professional Ladder

Kathy Roetter described the concept of a Professional Ladder and request to authorize and implement for the Social Workers and Human Services Professionals. Motion (Hendler/ Koszczuk) to support the resolution as presented and forward to the Executive Committee for co-sponsorship and County Board for approval. Six ayes, one opposed (Machon). Motion carried.

12) Human Services discussion of office space in Marshfield

Kathy Roetter provided an update with possible office space to lease or purchase, and a background that led to this search. There was Committee consensus to pursue another RFP to construct a building that meets program needs and then lease through the builder.

13) Human Services discussion of Psychiatric Technician pay grade

Kathy Roetter explained her request to increase CNA rates as budgeted. Jordon Bruce explained how Psychiatric Technicians were moved into CNA classification during the Carlson-Dettman study. There is a dilemma with how to differentiate pay between CNAs in Edgewater (budgeted at Grade 2) and CNAs in Norwood (budgeted at Grade 3). There was a lengthy discussion on how to proceed. Warren Kraft explained options to consider. Motion (Feirer/Koszczuk) to change the position job description and redefine in the new pay grade. All Ayes. Motion carried.

14) Edgewater Haven annual report for the Behavior Unit ... [Peter Hendler left meeting]

Amy Slattery presented the 2015 High Behavior Alzheimer's/Dementia Wing annual report.

15) Edgewater Haven request to apply for a raffle license

Edgewater will not pursue a raffle license, and instead will use budgeted marketing dollars to facilitate other events to attract the community into Edgewater.

16) Veterans Service discussion of recruitment for anticipated vacancy

Rock Larson shared his plan of recruitment for an anticipated vacancy (April 1 retirement).

17) Update regarding relocation of departments to the River Block Building

Sue Kunferman and Kathy Roetter shared comments regarding relocation of their Departments to the River Block Building.

18) Legislative Issue Updates

Department Heads provided updates regarding issues pertaining to their departments.

19) Items for Future Agenda

The Chair noted items for future agendas.

20) Next Meeting(s)

- February 25, 2016, 5:00 pm; Edgewater Haven Conference Room Admin Building – Port Edwards

21) Adjourn

Chair Rozar declared the meeting adjourned at 7:22 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

February 2016
Health and Human Service Committee
Edgewater Haven
Amy Slattery

In the month of January we had 11 admissions and 2 readmissions. Current census on the Behavior Wing is 8 residents. Census comparison to last year January:

January 2015 - 73 average census with 12 Rehab

January 2016 - 61 average census with 6 Rehab

Census has been improving with meeting with hospital representatives and giving out our new brochures. We have already had 10 admissions since the beginning of February. Our admissions staff has been going to the hospital on a regular basis meeting with potential residents, giving them our information to review and answering any questions the potential residents may have.

Marketing-February 2016

Admissions team continues to visit potential residents at hospitals, home, other facilities and emergency room.

Tour and met with staff of Our House, assisted living.

Tour and met with staff of Hilltop, assisted living.

Tour and meeting planned with Nekoosa Retirement Community.

Edgewater will sponsor bingo at the Aging and Disability Resource Center this month.

The new Wisconsin Rapids Area Resource Guide is out with our new ad.

We will participate in the annual "Design an Ad" program in the Daily Tribune with area school children.

Edgewater's first Soup Social will be held February 17th from 11a.m. to 1p.m.

Edgewater Haven Cookbooks are on sale now.

We continue daily contact with hospitals, hospice, assisted living, medical supply companies and home health agencies.

JB

Edgewater Credit Card Statement - January 2016

Date	Description	Nursing 54201	Laundry 54212	Dietary 54213	Maint. 54215	Therapy 54216	Activities 54218	Soc Serv 54219	Admin 54219	Donation Acct
1/13/2016	4 star rating plaques, digital plaques	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 652.00	\$ -
1/18/2016	RN License Renewal	87.72								
1/18/2016	RN License Renewal	87.72	-	-	-	-	-	-	-	-
1/18/2016	RN License Renewal	87.72	-	-	-	-	-	-	-	-
1/15/2016	RN License Renewal	87.72	-	-	-	-	-	-	-	-
1/21/2016	RN License Renewal	87.72								
1/26/2016	RN License Renewal	87.72	-	-	-	-	-	-	-	-
1/26/2016	RN License Renewal	87.72								
1/25/2016	RN License Renewalq	87.72								
1/29/2016	Amazon-Bulbs, Wall Switch for 500 Wing Shower Rooms	-			161.71					
1/26/2016	Cookbooks	-							1,060.95	
Total		\$ 701.76	\$ -	\$ -	\$ 161.71	\$ -	\$ -	\$ -	\$ 1,712.95	\$ -

Total Usage January 2016 \$ 2,576.42

Edgewater Haven

Type	Jan-2016	YTD
Company		
Med A ONLY		
TOTAL REHAB DAYS AS % OF TOTAL MRA DAYS	100.00%	100.00%
% OF REHAB DAYS	RU 70.91%	70.91%
	RV 29.09%	29.09%
	RH 0.00%	0.00%
	RM 0.00%	0.00%
	RL 0.00%	0.00%
REHAB DAYS BY RUG LEVEL	RU 78	78
	RV 32	32
	RH 0	0
	RM 0	0
	RL 0	0
TOTAL REHAB DAYS	110	110
Med A Replacement		
TOTAL REHAB DAYS AS % OF TOTAL MRA DAYS	100.00%	100.00%
% OF REHAB DAYS	RU 0.00%	0.00%
	RV 100.00%	100.00%
	RH 0.00%	0.00%
	RM 0.00%	0.00%
	RL 0.00%	0.00%
REHAB DAYS BY RUG LEVEL	RU 0	0
	RV 9	9
	RH 0	0
	RM 0	0
	RL 0	0
TOTAL REHAB DAYS	9	9
Medicare B Units Medicare Part B		
PT Units	324	324
OT Units	147	147
ST Units	25	25
Total Units	496	496
% Med B Saturation	18.54%	0
Medicare B Advantage Units Med B HMO		
PT Units	1	1
OT Units	14	14
ST Units	0	0
Total Units	15	15
Combined Total Units	511	511
Med A LOS		
Overall Med A LOS	24.33	24.33
Excluding Death, Hospital & Hospice	24.33	24.33

5B

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: February 25, 2016

Caseload activity for January: 21 new veterans, the regular detailed caseload activity report are attached.

Activities:

1. Completed as of February 18, 2016:
 - a. January 21 – Wisconsin State Senate Committee on Transportation and Veterans Affairs hearing on SB 518 - Relating to: disposition of the unclaimed cremated remains of veterans and their dependents.
 - b. January 21 – Wisconsin State Assembly Committee on Veterans and Military Affairs Hearing on:
 - i. AB 88- Relating to: vehicle admission receipts issued to certain members of the U.S. armed forces and to certain members of the National Guard.
 - ii. AB 622 -Relating to: exempting from nonresident tuition at the University of Wisconsin System certain members of the Wisconsin National Guard or a reserve unit of the U.S. armed forces.
 - iii. AB 693- Relating to: disposition of the unclaimed cremated remains of veterans and their dependents.
 - iv. AB 707 - Relating to: official logotypes for Wisconsin veteran-owned businesses and disabled veteran-owned businesses.
 - c. January 25 – Wood County Human Services Comprehensive Community Services Committee meeting.
 - d. January 30 – Veterans Court Mentorship meeting.
 - e. February 1 – South Wood County Homeless Coalition meeting.
 - f. February 4 – State Assembly Committee Hearing on AB 821 Relating to: powers of officers and employees of the Department of Veterans Affairs, powers of the Board of Veterans Affairs, employment of veterans regional coordinators and claims officers, and making an appropriation (see below). Testified on behalf of the CVSO Association of Wisconsin.
 - g. February 5 – Wood County Board Judicial and Legislative Committee meeting briefed them on AB 821/SB 688
 - h. February 15 – Congressman Ron Kind listening session in Wisconsin Rapids.
2. Near Future:
 - a. February 19 – Wood County Department head meeting.
 - b. March 16 - Tomah VA Medical Center's Mental Health Stakeholders meeting.
 - c. April 15 – Presenter to the Wisconsin Association of Senior Centers conference at Hotel Meade.

Office updates:

1. Wood County veteran hiring initiative: No progress in this reporting period. Payroll software and other issues in the Human Resources Department and Legislative issues in the Veterans Department have temporarily adjusted this priority.
2. Update. Announced plan to retire. Our Veterans Representative IV/Administrative Assistant Teresa Hartjes has announced her plan to retire April 1, 2016. Job description has been reviewed and updated. The position was posted on February 16 to the Wood County Cyber Recruiter website. Notice was forwarded to all CVSO offices in Wisconsin and is to be placed on the Wisconsin Jobnet and the National CVSO website. As of February 18 there are 18 applicants. The position posting closes March 6, 2016. In addition the National CVSO Association will be conducting VA Accreditation training in Minnesota and Illinois this summer and fall. It is the plan to request permission for the new employee to attend that training.
3. Update Wisconsin Department of Veterans Affairs (WDVA) grant to counties for improvement of services. WDVA published CVSO bulletin No. 1043 (attached) reinforcing their intent to do anything possible to restrict payment of the grant.
4. Assembly Bill 821 Senate Bill 688 - Relating to: powers of officers and employees of the Department of Veterans Affairs, powers of the Board of Veterans Affairs, employment of veterans regional coordinators and claims officers, and making an appropriation. The Assembly Committee on Veterans and Military affairs had a public hearing on the substitute Amendment which took out most of the language relating county veteran service offices. It did include a Legislative Task Force be established to determine the needs and delivery system for veterans benefits for the next 20 years. The testimony from and statements questioned if the Task Force would be bi partisan and unbiased. The CVSO Association requested that a Joint legislative Council Study be requested. Such a study is more defined and controlled than a task force. The discussion among the legislators was intense and in the end the Chairman removed the bill from the Executive Session (vote) that was immediately following the hearing. The bill and it's substitute amendment are going nowhere this session and Representative J. Ott has requested this topic be considered for a Joint Legislative Council Study. Topics selected for studies are announced in late April early May time frame.

MINUTES OF THE VETERANS SERVICE COMMISSION

DATE: January 05, 2016

PLACE: Room 115 Courthouse, Wisconsin Rapids, WI

MEETING CALLED TO ORDER AT: 4:10 P.M.

MEETING ADJOURNED AT: 4:55 P.M.

MEMBERS PRESENT: Beverly Ghiloni, Beth Martin, and Tom Heiser

MEMBERS ABSENT: None

ALSO PRESENT: Rock Larson, Wood CVSO Secretary to the Veterans Service Commission,

Chairman Tom Heiser called the meeting to order at 4:10 p.m.

1. Public input: None.
2. The May 26, 2015 minutes were reviewed. Beverly Ghiloni moved to approve the minutes and seconded by Beth Martin. Motion passed unanimously.
3. At 4:15 p.m. Beverly Ghiloni moved and Beth Martin seconded to enter closed session pursuant to exemption contained in Chapter 19.85(1)(f), to audit grants and loans to needy veterans and address new applications for grants. Motion carried unanimously. Tom Heiser moved and Beth Martin seconded to exit closed session at 4:50 p.m. Motion carried unanimously.
4. Beverly Ghiloni moved and Tom Heiser seconded to approve new grants and loans totaling \$917.57 (FY2015), to write off five loans totaling \$2721.61 as uncollectable. Motion carried unanimously. Total outstanding loans \$9,228.08. Payments made on outstanding loans were \$210.00. Non-lapsing fund balance \$3,820.62.
5. Commission members were given the per diem and travel documents for this meeting.
6. 2016 Veterans Service Commission Budget. Again \$500 from the non-lapsing account will be available with total for veteran's relief funded at \$3,750. Funds for administrative costs remained at \$411.00.
8. The next meeting will be held on June 7, 2016 at 4:00 P.M. in the Courthouse, in Wisconsin Rapids.
9. Beth Martin moved and Tom Heiser seconded a motion to adjourn at 4:55 p.m. Motion carried unanimously.

Rock A. Larson, Administrative Secretary, VSC

Caseload Activity by Person

January 1 - 31, 2016

	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	5	3	1									
Compensation	4	3	1	1	11	3		3		2		
Pension	2	1			1			1				
Burial Benefits			1									
DIC												
Medical Care			4		3		1					
Life Insurance												
Misc.	2	11	26	12		2	1	5				
GI BILL (EDUCATION)	1				1							
Grave Marker	1											
Home loan												
Vocational Rehab.												
Request for Records	7		17	1	1							
Home Visit	1	1		1								
Fair Contact												
State												
Certificate of eligibility												
Personal Loan Program												
Substance Aid Grant												
Health Care Aid Grant												
King Veterans Home												
Vet Ed Grant												
Wis GI Bill	1											
State Cemetery												
Vet Assist Center												
Property Tax Credit	1											
Retraining Grant			1				1					

2016 Monthly Totals	25	19	51	15	17	5	3	9	0	2	0	0
2015 monthly total	16	29	65	88	32	10	21	41	1	2	0	0

	Amended				Information			
	CVSO	VR IV	VR III	ACVSO	CVSO	VR IV	VR III	ACVSO
Federal								
Power of attorney								
Compensation					1	6	4	3
Pension						3		2
Burial Benefits					1	1		
DIC					1			
Medical Care					2	4	4	1
Life Insurance								
Misc.					2	8	3	
GI BILL (EDUCATION)					1			
Grave Marker								
Home loan								
Vocational Rehab.								
Request for Records								
State								
Certificate of eligibility								
Personal Loan Program								
Substance Aid Grant								
Health Care Aid Grant								
King Veterans Home								
Vet Ed Grant								
Wis GI Bill							1	
State Cemetery								
Vet Assist Center								
Property Tax Credit								
Retraining Grant								

2016 Monthly Totals	0	0	0	0	8	22	12	6
2015 Monthly Totals	1	3	0	0	8	25	17	67
Jan 2016 overall Totals	194							
Jan 2015 overall Totals	426							

Scott Walker, Governor

John A. Scocos, Secretary

James Bond, Administrator



**STATE OF WISCONSIN
DEPARTMENT OF VETERANS AFFAIRS
Division of Veterans Benefits**

201 West Washington Avenue

P.O. Box 7843

Madison, WI 53707-7843

Phone: (608) 266-1311

Toll-free: 1-800-WIS-VETS (947-8387)

Fax: (608) 267-0403

Email: DOVB@dva.wisconsin.gov

Website: www.WisVets.com

February 3, 2016

WDVA Bulletin No. 1043

TO: County Veterans Service Offices

SUBJECT: 2016 County Veterans' Service Grants – Supplement #2

In accordance with the newly revised Wis. Stats. s. 45.82, counties that meet statutory standards and employ a full or part-time County Veterans Service Officer (CVSO) are eligible for a grant from the Wisconsin Department of Veterans Affairs (WDVA) for the improvement of services to veterans, on a reimbursable basis. The WDVA shall twice yearly reimburse grant recipients for approved and properly documented expenses, subject to the statutory annual reimbursement limits and compliance with department procedures.

As referenced in WDVA Bulletin #1032, with the passage of 2015 Wisconsin Act 55, only the following expense [categories] are eligible for reimbursement this application period:

1. Information technology
2. Transportation for veterans and service to veterans with barriers
3. Special outreach to veterans
4. Training and services provided by the WDVA and the US Department of Veterans Affairs (USDVA)
5. Salary and fringe benefit expenses incurred in 2015; salary and fringe benefit expenses incurred in 2016, except that total reimbursement for such expenses shall not exceed 50 percent of the applicable maximum grant; and salary and fringe benefit expenses incurred in 2017, except that total reimbursement for such expenses shall not exceed 25 percent of the applicable maximum grant.

The WDVA has completed its review of reimbursement grant requests submitted by counties for documented and paid expenses during the first reimbursement grant period of July 1, 2015 – December 31, 2015. During our review we identified several requests for reimbursement for expense items that are not supported by this grant program and in other cases, a counties did not provide sufficient documentation to support reimbursement.

This bulletin is intended to 1) further identify expenses that are not reimbursable under this grant program, 2) address some documentation issues and 3) provide additional guidance for counties requesting reimbursement for documented and paid expenses during the second reimbursement period (January 1, 2016 – June 15, 2016).

Several counties requested reimbursement for one or more of the following expense items which are not reimbursable under this grant program:

1. Expense reimbursement requests that exceed the annual statutory reimbursement limit.
2. National / State / Regional CVSO Association fees, registration fees and annual dues.
3. Membership fees and annual dues
4. National CVSO Association Training.
5. Training (including associated travel expenses: mileage, meals, room and board, registration fees) **not** sponsored by the WDVA and/or USDVA. **Note:** WDVA “pre-approved” formal training provided by USDVA and/or WDVA is eligible for reimbursement. If WDVA training occurs during a CVSO conference, travel expenses incurred on the day of training is reimbursable.
6. Salary / Fringe for a CVSO employee not identified on the reimbursement grant application.
7. Employee paid bonuses.
8. Expense items purchased and paid for using a CVSO “personal” or “spouse” credit card.
9. Indirect IT charges (including consumables) or purchases.
10. Local / State / National newspaper subscriptions or publications.
11. Paid advertisement to fill vacant CVSO office positions.
12. Office supplies (excluding IT equipment consumables).
13. Postage
14. Purchase of office paper for copy machines and/or copy print charges.
15. Volunteer driver fees (only mileage at the state rate of \$0.51 is reimbursable). A county must use the Veterans Transportation Mileage Log and Reimbursement Request Form.
16. Mileage reimbursement for general outreach to veterans and/or travel to meetings throughout the county or state.
17. Transportation and meal costs to outreach events in accordance with county reimbursement policy.
18. Purchase of promotional items that did not include documented CVSO contact information (i.e., address, phone number, CVSO website and/or email).
19. Local, state or federal taxes resulting from purchases (excluding meals for approved training).
20. Purchase of flags, holders and grave markers.
21. Registration fees for booths at outreach events

The following are documentation issues discovered during our review:

1. Reimbursement requests for expenses that were incurred prior to July 1, 2015.
2. Salary reimbursement requests that did not include appropriate documentation. One or more of the following was missing from the documentation provided: County name, employee name, paid salary for the period of July 1, 2015 – December 31, 2015.
3. Purchase orders and invoices that did not include “proof of payment” documentation.
4. Invoices and statements missing vendor name and purchaser name.
5. Reimbursement requests for training that did not include a copy of the training agenda or the details and cost of actual training expenses (e.g., mileage, meals, room and board).
6. Veteran Transportation Mileage Log and Reimbursement Request Form used to “record” CVSO travel throughout their county. This form is only to be used to report transportation of veterans.

The WDVA will mail out approved reimbursement grants to counties within the next few weeks. In the grant letter we will identify the grant amount requested by the county, the grant amount approved by WDVA and provide a general explanation as to why certain expense was denied.

Please keep the above and following in mind when you submit reimbursement requests for the 2nd reimbursement period (January 1, 2016 – June 15, 2016):

1. If a specific reimbursement request was denied by WDVA for lack of appropriate documentation, a County can resubmit the expense reimbursement request to WDVA with appropriate documentation.
2. A county can request reimbursement up to the statutory annual reimbursement limits during the 1st

and/or second reimbursement periods. It is not a requirement that a county only request one-half the reimbursement limit each period.

3. When providing documentation for approved expenses, please match up invoices and/or receipts of purchase with appropriate receipt of payments.

For questions regarding the 2016 CVSO Grant, please call 1-800-WIS-VETS (947-8387) and ask to speak with Chad McCafferty, or submit an email to VetsBenefitsGrants@dva.wisconsin.gov.

Health Department Report February 25, 2016

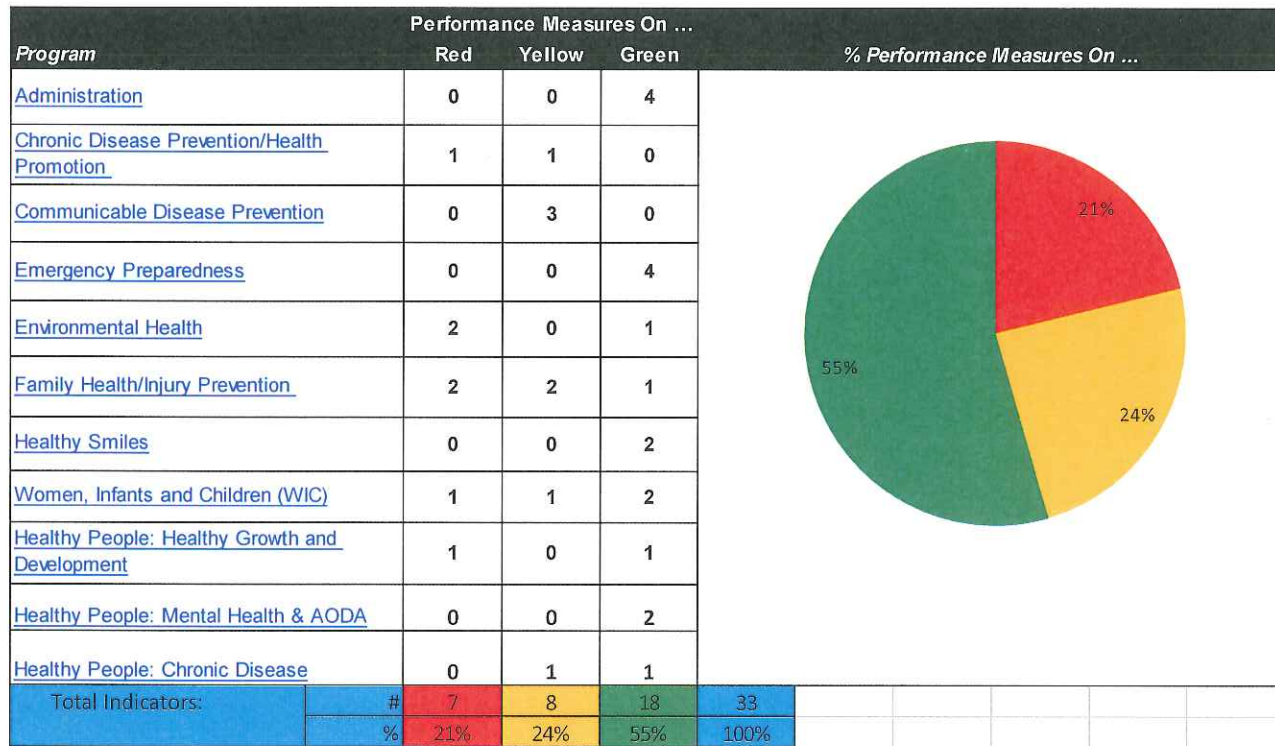
ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- We continue to work on our community health needs assessment in collaboration with Aspirus Riverview Hospital and Clinics, Marshfield Clinic, Ministry St. Joseph's Hospital, and Legacy Foundation. Our four coalitions (Healthy Growth and Development, AODA, Mental Health, and Chronic Disease Prevention) are each undergoing a strategic planning process, which will last into April. From there, the groups will finalize goals, objectives and strategies, which will be placed into a community health improvement plan. The community assessment report itself is close to completion.
- I am continuing to work with Jason from Planning and Zoning on our transition to the Riverblock building. We held a tour for all health department staff at our monthly all-employee meeting on February 9, 2016. We received a lot of positive feedback from staff (Jason is a great salesman!).
- Steve Kreuser from Emergency Management and I met to brainstorm how our departments can continue to collaborate on emergency preparedness and planning efforts, as well as related trainings and exercises.
- I continue to work on gathering branding information for the public sector as we prepare to undertake a branding initiative.

HEALTH PROMOTION AND CHRONIC DISEASE REPORT

Quality Improvement – Tyler Zastava

2015 Performance Measures data has been captured. The dashboard below shows how the department ended the year. Overall, the programs had great success. The measures that are tracked are not easily attainable, so over half in the "green" zone is excellent.



In addition to the performance measures each program tracks, all programs completed quality improvement projects for the year, and the Quality Council worked on several quality improvement projects for the Department as a whole.

Emergency Preparedness – Tyler Zastava

We are working on updating our Public Health Emergency Response Plan for the year. A few of our staff, along with local hospitals, Emergency Management, and EMS will be participating in a regional Ebola exercise in May.

Oral Health Program - Wendy Ruesch, RDH, CDHC

The sealant program is in progress in South Wood County elementary schools. The second screening and fluoride varnish for all Head Start Centers is completed. The third Head Start visit will take place in spring. We welcomed Bethany Kobiske, the new Oral Health Screener for the Healthy Smiles program.

20 children on the WIC program had fluoride varnish applied in the month of January.

Tuberculosis Update – Jean Rosekrans

We continue to monitor 1 case of latent tuberculosis infection.

Communicable Disease Update – Jean Rosekrans

- During the month of January there were 16 cases of chlamydia, 1 case of gonorrhea and 1 suspect and 1 confirmed case of Hepatitis C investigated in Wood County.
- During the month of January, 1 case of E.coli, 1 case of salmonella and 1 case of campylobacter were investigated. Norovirus is currently the predominate gastropathogen detected in Wisconsin.
- Wood County has had no pediatric deaths due to influenza this season and had 1 hospitalized influenza case in January. Overall, influenza activity in Wisconsin is sporadic but increasing and RSV activity is near peak levels.
- In January, 1 confirmed case of blastomycosis and 2 confirmed cases of histoplasmosis were investigated.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy Growth and Development Team

The team has been engaged in the strategic planning process, with one meeting completed. Our next meeting is scheduled for February 17th. Additionally, we have continued to work with schools to complete the Youth Risk Behavior surveys. A number of schools have completed the surveys online already and many more plan to in the coming weeks. The school districts that have committed to administering the surveys include: Pittsville, Auburndale, Wisconsin Rapids, Nekoosa, and Port Edwards. We also continue progress with the American Dental Association grant. Two more physician lunch and learns are scheduled for February. These include all resident physicians working with the pediatric population; 20 physicians total. Oral Health packets are being given out in the OB department and will start to be handed out in pediatrics along with completion of an oral health screening tool by the providers. We also had a display available at Mommy Fest this past weekend that included pediatric oral health information and provider information with a free toothbrush!

Chronic Disease Prevention and Management Team

Harvest of the Month newsletters were distributed to all 6 school districts in Wood County. Sue Anderson met with the following three farmers to arrange for school procurement for next year:

1. Cee Dee Acres for the Nekoosa School backpack program during summer school. A face to face meeting is scheduled for March.
2. Joel Kuehnhold (farmer) and Lizzie Severson, Wisconsin Rapids schools food service director, for procurement for next fall
3. The Flaig family in Rudolph who recently converted their dairy barn to an aquaponics growing unit. They will have approximately 250 heads of local lettuce available every week starting in April and they are looking for wholesale markets in the Wood and Portage county areas. We hope to have them present at the next Food Service Directors meeting later in Feb.

Sue also met with teachers, the Marshfield food service director and a food waste consultant about conducting a food waste study in Marshfield schools. Jonathan Rivin, food waste consultant, will continue working with the high school and elementary school teachers to develop this study. They hope to conduct one food waste study this spring at Lincoln Elementary school and then repeat it again in the fall. Lincoln Elementary hopes to change their lunch recess schedule around between spring and fall. This year the students eat first and then go out to recess. Next fall, the students will have recess first and then eat lunch. The food waste study hopes to capture any change in food waste due to the schedule change. Lastly, Sue has been in touch with the National Farm to Cafeteria Conference staff to inquire about scholarships for food service staff for the June conference in Madison.

Mental Health/Alcohol and Other Drug Abuse Team

The team is taking part in the mental health and AODA coalition strategic planning sessions.

Coalition chair DaNita Carlson presented information to the Lutheran Circuit about City Transformation movements happening locally and state-wide, held City Transformation meetings and is working to engage the faith community in HPWC coalition work. A Human Trafficking presentation has been set up for MSTC nursing students and details

have been finalized for the Trauma Informed Care Lunch n Learn series. *Paper Tigers* documentary showings will take place in Marshfield, Nekoosa and Wisconsin Rapids this month. The team held another Mental Health Provider Breakfast at the end of January at the Pittsville High School Auditorium. The team continues to assist Healthy People Nekoosa with trainings, community education and initiatives. DaNita met with MSTC, Wood County Human Services and Waushara County Human Services to discuss stigma elimination work being done around the state. Additional stigma elimination trainings are scheduled to be done locally. DaNita attended a Homeless Coalition meeting and meet with CAP to finalize a homelessness roadmap for the community. Additionally, DaNita sits on the Permanency Planning committee for the Wood County foster care program.

Work continues with Marshfield Clinic on the Drug Free Communities grant. Currently we are working to gather information to write the grant. Additionally, the team continues to work with the tobacco control program on WI WINS tobacco compliance checks being done within Wood County. We have connected with Wisconsin Rapids City Council to try and schedule an e-cigarette educational presentation and attended the Marshfield Common Council meeting to support e-cigarette educational presentation given there. The team is taking part in the new heroin task force which was formed in December in Wisconsin Rapids. We continue to meet with Human Services to develop a work-plan for prevention set-a-side funds. The team attended the Kids In Crisis Town Hall meeting and connected with Gannet to share HPWC work and the stories of hope and recovery Wood County has done. DaNita attended a Wood County Drug Court session in an effort to learn more about the program.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

Educational Activities

The Environmental Health section is developing a food service training program to be held onsite with establishment managers. The training program can be customized to address the specific challenges at each establishment. It can be based on a request from the operator to focus on the operator's areas of concern, or upon a history of food code violations. This will allow us to work with the establishment to make corrections based on what they have available at the establishment, current staff, and daily challenges. The training program will help meet one of the goals of the Voluntary National Retail Food Regulatory Program Standards grant through the FDA. Staff members continue to take pre-requisite online training classes in preparation for an FDA Foodborne illness class to be held in April.

Licensed Establishment Changes and New Businesses

Suburban Heights Manufactured Home Community has a new owner. Patty's is a restaurant opening soon in the Rapids Mall lot. Taco Bell in Marshfield will be remodeling soon. We had a couple of consultations for licensing for maple syrup production and sales. We had a few consultations for mobile units and regular food stands for the upcoming summer temporary food events. When DHS and DATCP merge the retail food licensing and inspection program in July, DATCP would like to license all temporary and mobile food establishments that move from county to county. Local jurisdictions will conduct inspections at events in the county and charge inspections fees instead of permit fees. If a food vendor serves food in one county alone, that county can inspect and issue the license.

Complaint Inspections

We received a number of complaints regarding home prepared food, or food from an unlicensed caterer being served in licensed establishments. We sent an email to all food establishment owners to let them know that food served must be from their licensed kitchen or from a licensed caterer. A licensed establishment needs to serve the kinds of foods allowed by their license category. We corresponded directly with those known to be serving food from an unsafe source. We received a number of inquiries from establishments. There was a helpful discussion on the matter.

Bedbugs continue to be an issue throughout the county, with homes, hotels and a school being impacted. Hotels are already aware of the need for professional pest control if they have an issue. A Marshfield News Herald article will address the bed bug issue. Bed bug information and bedbug action plans were distributed to all schools. All businesses should have a bed bug action plan in the event a customer or employee brings bed bugs into the facility. In addition to bed bugs and unlicensed food service, we investigated a cockroach complaint at a mobile home park, a complaint of tires being burned, a mold complaint in a rental unit, and a cleaning complaint at a restaurant.

Radon Awareness Month

January was Radon Awareness month and promotion has greatly increased radon test kit sales. We have sold nearly as many kits in January as we sold in the entire year of 2015. Kate will be at the upcoming Wisconsin Rapids home show to promote radon resistant home building and radon testing.

FAMILY HEALTH AND INJURY PREVENTION REPORT

Plain Community Outreach – Leah Meidl

In light of a recent tragedy, I have been working in cooperation with the Wood County Sheriff's Department, Wood County Emergency Management, Ministry Saint Joseph's Hospital, Marshfield Clinic and the Plain/Amish community to increase safety awareness for the Amish population. We have had a few different meetings. Most recently, we met with the Amish community about safety measures to take. Items that were discussed included additional lighting for buggies and all other transportation devices that are used on roadways, teaching the Amish population about safety laws and increasing buggy road signs where the Amish reside. The population is quite open to intervention and follow-up will occur in the coming weeks. I have also been giving shots to Amish families in the Milladore area. We were able to give shots to six children who were due or overdue for vaccinations.

Fetal Infant Mortality Review (FIMR) – Leah Meidl

We have decided to engage in a strategic planning process to determine the best next steps and continued process for the Wood, Clark and Portage County Fetal and Infant Mortality Review teams. We plan to engage in a focused strategic planning meeting sometime in the next few months and will include our partners such as Marshfield Clinic, Ministry Saint Joseph's Hospital, Aspirus/Riverview Hospital and Clinics, the Wood County Child Death Review Team and Children's Health Alliance of Wisconsin.

Caring Hands – Erica Sherman

Caring Hands is planning a spring training event in both Wisconsin Rapids and Marshfield on the Value of Play. This training will target childcare providers, but parents and other caregivers are also welcome to attend. More information to come!

Parent-Child Health – Erica Sherman

The Family Health and Injury Prevention Team followed up on 361 referrals in 2015. The majority of these referrals were newborn infants and approximately one-third of referrals were for high-risk pregnancy case management.

Child Passenger Safety – Erica Sherman

Tyler Zastava and I will be presenting to childcare, foster care, and human services staff on the basics of transporting children safely. Pre-registration for this course is required by calling me at 715-421-8913. Class will take place on Friday, April 1, 9am-noon in the Wood County Courthouse Auditorium, Wisconsin Rapids.

Early Years Coalition – Erica Sherman

This is a new coalition to Wood County that is planning to meet for the first time this February. It is led by United Way. The goal of this group is to ensure children are ready to learn at the start of school.

Safe Kids – Tyler Zastava

Safe Kids Wood County is piloting a bike helmet sale at Washington Elementary Schools in both Wisconsin Rapids and Marshfield. If the sales prove to be a success, we may try to offer it again, and possibly expand it next year.

Teen Driving – Tyler Zastava

High schools that received teen driving grants from the Health Department are planning their activities to launch this spring. The coalition is working with Lincoln High School and East Junior High on a separate distracted driving grant through the DOT, which, if received, would be implemented this spring as well.

Wood County Breastfeeding Coalition – Amber France

The Wood County Breastfeeding Coalition hosted Mommy Fest in Marshfield on February 6th. The event is to give moms a break to de-stress and, at the same time, educate them on family-based resources and programs in the community. There was a great turnout with over 300 families in attendance.

The coalition has been working on advocacy around the proposed legislation (bill number AB822) on supporting nursing mothers at work. This advocacy opportunity fits well with the work that is being done with Breastfeeding Friendly Businesses this year in Wood County.

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

Jessica Hutchinson, RDN, CD started with the WIC program on February 8th. She was hired for the Nutrition Health Educator position and will be a dietitian for the WIC program and help with grant work related to nutrition and chronic disease.

WIC will begin to work on the WIC and chronic disease collaboration grant on February 15th. Many partnerships have been built already to lay the groundwork for the start of the grant.

WIC will also be starting a "Refer a Friend" campaign to help increase WIC participation. Incentives will be offered for those referring a friend to the program.

Caseload for 2016 (Contracted caseload 1327)

December 2015: Active – 1274 Participating – 1416

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active	1309											
Participating	1438											

HEALTH DEPARTMENT CREDIT CARD SUMMARY

12/21/2015 - 1/20/2016

Due Date 2/19/2016

Date Paid 2/10/2016

Amount Due

PUBLIC HEALTH - VISA CHARGES

Vendor	Description	PH	GRANT	Amount
Way Fair	Chairs		MCH	\$ 339.90
Wal Mart	Office Furn		MCH	\$ 429.26
Creative Mkg Spec	Prog Supp (SF)		MCH	\$ 470.76
Wal Mart	Diapers		MCH	\$ 626.55
Wal Mart	Program Exp		MCH	\$ 1,000.00
4 Imprint	Pens		MCH	\$ 181.22
Childbirth Graphics	Pocket Guides		MCH	\$ 107.90
Journey Works	Posters	v		\$ 60.85
Wal Mart	CHNA Meeting	v		\$ 18.90
Kwik Trip	CHNA Meeting	v		\$ 3.15
Wal Mart	Office Supplies	v		\$ 20.93
Wal Mart	Meeting Supplies	v		\$ 2.66
Amazon	Prog Supp-Safe Kids		MCH	\$ 12.94
Wal Mart	Prog Supplies		MCH	\$ 7.16
Subway	Program Exp	v		\$ 10.00
Jimmy Johns	Program Exp	v		\$ 10.00
Kwik Trip	Program Exp	v		\$ 20.00
Trop Smoothie	Program Exp	v		\$ 10.00
Wal Mart	Prog Supplies	v		\$ 35.88
Skill Path	Conf Reg	v		\$ 447.00
WEHA	Member Dues	v		\$ 120.00
Radisson	Conf Exp	v		\$ 82.00
WGFOA	Member Dues	v		\$ 25.00
Kwik Trip	Meeting Supplies	v		\$ 6.31
Awards 'n More	DPHEA Award	v		\$ 5.25
				\$ 4,053.62

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
WQI	Accreditation Infrastructure
WWWP	WI Well Woman

CONSOLIDATED GRANT - VISA CHARGES

Vendor	Description	GRANT	Amount
Wal Mart	Poster Frames	IMM	\$ 58.95
			\$ 58.95

WIC - VISA CHARGES

Vendor	Description	PROGRAM	Amount
Nutrition Matters	Booklets	NE	\$ 910.00
WPHA	Member Dues	Admin	\$ (100.00)
Nutrition Matters	Booklets	FF	\$ 193.75
			\$ 1,003.75

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

HEALTHY SMILES - VISA CHARGES

Vendor	Description	PROGRAM	Amount
Wal Mart	Prog Supplies		\$ 10.74
Orasoptic	Prog Supplies		\$ 20.54
			\$ 31.28

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

COALITION ACCOUNTS - VISA CHARGES

Vendor	Description	Coalition Name	Amount
Wal Mart	Circle of Mom	BF	\$ 9.96
Wal Mart	Prize/Supplies	BF & HG&D	\$ 215.08
Wal Mart	Meeting Supplies	HPWC-CD	\$ 13.92
			\$ 238.96

HO-CHUNK VISA CHARGES

Vendor	Description	Amount
e-fax	Monthly Charge	\$ 16.95
Health Care Log.	Vaccine Therm.	\$ 250.95
		\$ 267.90

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT February 16, 2016

Director's Report by Kathy Roetter

In January, I attended a meeting entitled "Community Approach to Heroin," led by Kurt Heur, Chief of Police in Wisconsin Rapids. A large number of individuals attended the meeting representing many different interests: schools, corrections, public defender, law enforcement, churches, recovery members, health department, healthcare agencies, human services agencies, etc. Heroin continues to be a rising problem in our community. There was consensus for the group to utilize a monograph that was developed by the State Council on Alcohol and other Drug Abuse entitled "Wisconsin's Heroin Epidemic: Strategies and Solutions" that involves a multi-prong approach. This strategy is a coordinated and comprehensive approach that tackles the epidemic with five specific areas of focus including: prevention, harm reduction, law enforcement, treatment and workplace. The Human Services Department will have staff involved in prevention, treatment and workplace subcommittees.

At the end of January, a meeting was held with key staff from Edgewater Haven and the Human Services Department that have a role in Emergency Protective Placements. The meeting clarified the different roles and capabilities of the current system as well needed resources and some gaps in services. Amy Slattery and I will be looking at a presentation on this topic at a future Committee meeting.

While there have been some improvements with payroll, some problems are still occurring. There are also problems with the W2s and these issues are impacting morale.

Division of Community Resources Report by Brandon Vruwink

FSET: On Tuesday January 19th I had the honor of attending Governor Walker's State of the State address. I was joined by Case Managers: Andrew Kranz, Jessica Beyer, Lacey Piekarski, and Program Manager Thomas Prete. Three of our FSET customers were selected by the Governor to be recognized for their success at his State of the State address. One of our customers was able to attend; the other two were unavailable as they were scheduled to work. Jessica (pictured below) was able to attend and had the great honor of meeting the Governor prior to his address. Jessica was also recognized individually during the Governor's speech. The North Central FSET Program was the only FSET program that was invited to attend the State of the State address. I am incredibly proud of our FSET team for assisting Jessica in her success but even more proud of Jessica for working hard to reach her goals. We look forward to her future success and the success of many others that gain assistance through the FSET program.



From left to right: Andrew Kranz, Jessica Beyer, Lacey Piekarski, Jessica, Governor Walker, Jessica's Grandma, Brandon Vruwink and Thomas Prete.

Child Care Certification: Wood County's Child Care Certifier Jill Jerabek has been working to provide additional support to Certified Child Care Providers. Jill will begin developing a quarterly newsletter that will go out to all Certified Providers in Wood County. This newsletter will be educational and provide resources for providers to easily access.

Family Services Update by Chris Hanten

Trauma Informed Care: As a department, we continue to look for opportunities to implement trauma informed principles. Due to the needs of the department identified by the Trauma Informed Care core committee; there has been the development of two sub-committees to address the topics of training and secondary traumatic stress. Family Services supervisors continue to show their support for the families we serve and the work force within our department. Craig Rasmussen and Jennifer Pavloski have volunteered to bring their expertise to the area of secondary traumatic stress. Merrisa Touray co-facilitates this group with Jill Scheidegger from the Behavioral Health division. Anne La Chapelle is the co-facilitator with Emily Nolan-Plutchak from the Public Defender's Office for the Trauma Informed Care in the courts committee which is a subcommittee of the Wood County Criminal Justice Task Force.

One example of the court system working in a trauma informed care manner is in termination of parental rights (TPR) trials. In a recent TPR trial, both parents were struggling with their difficult decision as they were unable to parent their child and wanted to do what was best for their child, but the court process was overwhelming and intimidating. The foster parent advocated for reducing the trauma to the biological parents. Assistant District Attorney Sarah Kenas, Emily Nolan-Plutchak from the Public Defender's Office, Alanna Feddick, Stephen Walczak and Pat Arendt as attorneys representing the parents and the child. Judge Wolf and two social workers were involved with the court action. All worked together in order to allow for the parents to conduct some of the necessary testimony and required court processes in a small room outside of the courtroom. This allowed for a less intrusive process in which necessary court actions were conducted as required without causing undue trauma for the parents. This is an example of how working within the expectations of our court system can be less intrusive for families when the courts and service providers work together to meet everyone's needs.

Child and Family Legislation: On February 4, 2016 there were multiple bills signed into law in Wisconsin which impact children and families. Two of the rules, SB-309 Out of Home Care and SB-253 Subsidized Guardianship, will create changes for our foster families and care providers. SB-309 outlines the reasonable and prudent parenting standard. This law requires that county agencies and foster parents allow children who are placed in out-of-home care to participate in developmentally appropriate activities. It requires that children in out-of-home care have the same opportunities as children that are not in out of home care. This can include activities such as school sports, clubs, or working on age appropriate milestones such as a earning a driver's license or seeking a part time job. This will require further documentation, training and monitoring of these standards by social workers and foster parents. We will be looking for further clarification on the expectations and the rules from the Department of Children and Families and providing training to Family Services staff and all foster families licensed by Wood County. The second law, SB-253, is related to subsidized guardianship. The eligibility for subsidized guardianship previously excluded individuals who had developed a relationship with a child during the time they were in out-of-home care. As written, the law had only allowed for individuals who had a relationship prior to the child entering out-of-home care. At this time, the new law allows for a subsidized guardianship to a person who has developed a familial relationship with the child or the child's family during the child's placement in out-of-home care. This will give social workers the ability to seek out a wider range of opportunities for permanence for children.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen

Personnel update: Jennifer Atwood has been hired for the Support and Services Coordinator position in the Children's Long Term Support unit. Jennifer's first day is 2/15/16.

Lee Ann Kopecko has been hired for the Casual Crisis Interventionist position. Lee Ann's first day will be 2/15/16.

Robin Swanson has been hired for the part time Residential Aide position at the Airport Avenue CBRF. Robin's first day will be 2/15/16.

Outpatient Clinic: I am very pleased to report that everyone on the waiting list for mental health treatment services has been contacted. All of the individuals on the waiting list that were still in need of a mental health intake appointment have been scheduled. Limits have been established to the number of new intakes that each therapist can have per week. This will help to prevent clinicians from becoming over booked and unable to see their existing clients at the frequency that they need. The clinic will continue to have a waiting list option depending on therapist availability.

We are beginning the recruitment process for the vacant part time therapist position in the clinic. We will be seeking a therapist who is certified to do both mental health and AODA treatment. We are also planning to begin offering individual AODA counseling at the branch office in Marshfield one day per week. This may increase depending on the needs of the community.

There has been an ongoing work group that has been focusing on a Quality Improvement project to improve the environment in the waiting room at 12th St and make it a more trauma informed space. The group identified that there is a significant need to do something different for the unique needs of children and adolescents that come to 12th St. The idea of improving our existing play therapy room and also making it a sensory room evolved from this group. The group applied for and received a grant from the Wisconsin Knights of Columbus in the amount of \$1,000 to purchase

special items to create this space. We will also use donated funds from our local Knights of Columbus to complete this project. This will give children and adolescents a place to go prior to or after their clinic appointments to re-group and regulate their emotions. The room will be available for this informal use and also for use in therapy sessions. We greatly appreciate the generous support from the Knights of Columbus!

Sue Schueler-Sheveland recently attended 5-day training on Dialectical Behavior Therapy typically referred to as DBT. DBT is a treatment modality that has proven very successful for helping individuals who struggle with frequent thoughts of suicide and self-harming behaviors that often result in frequent hospitalizations. This is a first step in being able to offer this type of therapy in the outpatient clinic. Sue will be introducing the principles and techniques of DBT to various staff throughout the division so they can begin to incorporate using these skills in their day to day work with consumers.

Fiscal Services Update by Jo Timmerman

Norwood: We have received our rate letter from the state on the 2014 TBI final reimbursement rate. The rate is just under \$9.00 per patient day higher than the current interim rate; thus resulting in a modest settlement payment retroactive to 1/1/14.

Norwood's Part B PTAN number has been approved, clearing the way for Medicare Part B payments on psychiatry billings for the Admissions Unit.

Norwood's Accountant is working on correcting the allocation of payroll expenses in the General Ledger. Finance Department has recorded the January payrolls to the GL with instruction that Norwood make the determination where the expenses should be allocated and make the necessary adjustments.

Staff members are currently working on 2015 yearend reporting and closing.

Community: Various payroll discrepancies continue to occur on the Community side as well and are also being passed on to Human Resources for corrections as those discrepancies are brought forward by staff.

Mileage expense checks for employees are now done outside of the payroll system through the voucher system and this has added more manual steps.

Community side accountants are working on correcting the allocation of payroll expenses in the General Ledger. Finance Department has recorded the January payrolls to the GL with instruction that Human Services staff make the determination where the expenses should be allocated and enter the necessary adjustments.

Staff members are currently working on 2015 yearend reporting and closing.

Billing staff began work on development of electronic claim filing of TPA services to WPS. Staff is working with Systems programmers to develop this functionality.

After 31 years of service to Wood County, Lisa Boyarski has announced her retirement. Lisa is Human Services Billing Clerk for the outpatient clinic as well as various community programs.

After 35 years of service to Wood County, Diane Babcock has also announced her intention to retire. Diane is the Reporting Systems Clerk for Human Services Community programs.

Recruitment is currently in progress for both the Billing Clerk and Reporting Systems Clerk positions.

Jo Timmerman wrote and submitted a first draft of an accounting policy for Cash handling by county agencies for consideration and review by the Ad Hoc Accounting Policy Committee.

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

We have secured Locum coverage for the foreseeable future. We have contracted with two providers that will be in a 14-day on/off rotation. We are working with HR on recruitment efforts including a direct mailer for the Psychologist and Nurse Practitioner positions.

We continue the search with Merritt Hawkins for permanent Psychiatrists. We are also contemplating expanding our efforts to another firm that specializes in permanent placements.

Now that the Locum providers are secured we can begin our focus on marketing efforts on the TBI Unit.

Norwood Maintenance Department by Lee Ackerman

A Request for Proposals was published this month for the upcoming Fire Alarm System Phase II renovation. Bids will be due in early February.

Norwood Dietary Department by Larry Burt

Total Congregate Meals for the month of January was 4966 meals. This compares with 5242 meals in 2015. There was a snow day in January which cancelled the meals. We are rearranging kitchen equipment to accommodate our new steamer which is due at Norwood end of February.

Norwood Health Information Management Department by Pam Martinson

Efforts are being made to track all physician reports which need completing and/or signatures and having these mailed to the various locum tenens doctors so charts can be closed in a timely manner.

Plans are in place to begin HIPAA Risk Analysis surveys of various areas throughout the facility beginning in February to determine areas of concern for HIPAA violations.

January 2016 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info
1/1/2016	Rush Care Center-Illinois	female	Denied	No insurance coverage (Illinois MA)
1/8/2016	Wissota Health- Chippewa Falls	unknown	Admit 1/26/16	TBI- sent PA in to MA 1/14
1/14/2016	Aspirus- Wausau	Male	pending	Applying for MA

CREDIT CARD SUMMARY- HUMAN SERVICES DEPARTMENT

Statement Date	WALMART	USBANK
Amount Due	\$578.38	\$5,494.00
	\$6,072.38	TOTAL BOTH CARDS
Due Date	2/11/2016	2/16/2016
Date Received	1/25/2016	1/29/2016
Date Paid	1/27/2016	2/5/2016
VOUCHER #	40160350	40156773 / 40156774 / 40160718

Object	Description	Program Amount	CBRF-AIRPORT 4090	NHC INPATIENT 2026	NHC NURSING ADMIN 2030	NHC - PLANT OPS & MAINT 2051	NHC ADMIN 2065	CHILD WELFARE 4001	FAMILY SUPPORT 4045	OPC DAY TREATMENT 4085	ADMIN 4099
231	BUILDING REPAIRS/UPKEEP	158.99				158.99					
232	VEHICLE EXPENSE	0.00									
233	MAINTENANCE-REPAIR	0.00									
236	DATA PROCESSING	0.00									
243	BUILDING REPAIRS	0.00									
248	PSYCHIATRIC SERVICES - PATIENT	1,033.68		1,033.68							
251	TPR ADOPTION SERVICES	0.00									
252	OTHER-START UP COST	0.00									
250	OTHER PURCHASES-WAIVERS	0.00									
260	OTHER PURCHASES	0.00									
270	OTHER PURCHASES	3.00					3.00				
273	CLUBHOUSE	0.00									
290	STATE PASS THROUGH FUNDS	457.25							457.25		
290	CW PASS THROUGH FUNDS	0.00									
292	CLIENT SERVICES	0.00									
311	OFFICE SUPPLIES	61.56									61.56
313	POSTAGE	0.00									
324	ADVERTISING	0.00									
326	SUBSCRIPTIONS	0.00									
329	SUBSCRIPTIONS	0.00									
331	MEETINGS / TRAVEL	7.88									7.88
332	MEALS/LODGING	0.00									
333	MEALS/LODGING	254.00						254.00			
336	PERSONNEL DEVELOPMENT	0.00									
340	FOOD	0.00									
341	PROGRAM SUPPLIES	1,529.88			1,065.33		330.99			133.56	
344	FOOD	479.66	479.66								
344	FOOD	0.00									
343	LINENS/CBRF	0.00									
346	PROGRAM SUPPLIES	0.00									
348	HOUSEKEEPING/KITCHEN SUPPLIES	98.72	98.72								
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	1,987.76				1,987.76					
822	OUTLAY	0.00									
251	CAPITAL IMPROVEMENT	0.00									
TOTAL		6,072.38	578.38	1,033.68	1,065.33	2,146.75	333.99	254.00	457.25	133.56	69.44
SUB-TOTAL		\$ 6,072.38									
US BANK CHARGES IN GREY											

5C

Report of Claims for Edgewater Haven Nursing Home January 2016

For the range of vouchers: 12150983 12150988 12160001 12160069

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12150983	ALLIANT ENERGY/ WP&L	ELECTRIC BILL	12/31/2015	5987.30	P
12150984	ASPIRUS DOCTOR'S CLINIC INC	MEDICAL PROCEDURES	12/31/2015	701.84	P
12150985	GREENFIELD REHABILITATION AGENCY INC	MONTHLY THERAPY FOR RESIDENTS	12/31/2015	26049.87	P
12150986	TOTAL COMPUTER SYSTEMS LTD	DATA PROCESSING FEE	12/31/2015	77.50	P
12150987	HOME DEPOT CREDIT SERV (Edgewater)	MAINTENANCE SUPPLIES	12/31/2015	121.73	P
12150988	CHARTER COMMUNICATIONS- MILWAUKEE	MONTHLY CABLE FOR RESIDENTS	12/31/2015	1197.86	P
12160001	EO JOHNSON COMPANY INC	SHREDDER MNTC CONTRACT	01/05/2016	68.00	P
12160002	BRIGGS CORPORATION	ADMIN/OFFICE SUPPLIES	01/05/2016	81.49	P
12160003	PROFESSIONAL MEDICAL	NURSING SUPPLIES	01/07/2016	947.94	P
12160004	SENTIMENTAL PRODUCTIONS	MUSIC & TRIVIA	07/01/2016	125.00	P
12160005	SERENITY AQUARIUM & AVIARY SERVICES	BIRD AVIARY MAINTENANCE	01/01/2016	89.00	P
12160006	DIRECT SUPPLY	OVERBED TABLE TOPS	01/08/2016	96.10	P
12160007	HIBU INC	ADVERTISING	01/03/2016	65.00	P
12160008	KONE INC	ELEVATOR MAINT. CONTRACT	01/01/2016	317.43	P
12160009	MATRIXCARE SDS-12-2905	PATHLINKS QRT MAINTENANCE	01/11/2016	4333.62	P
12160010	PORT EDWARDS BUSINESS COUNCIL	ANNUAL DUES	01/15/2016	35.00	P
12160011	BRANDL ENTERPRISES LLC	SNOWPLOWING, SAND, SALT	01/15/2016	3285.00	P
12160012	MCKESSON MEDICAL	NURSING SUPPLIES	01/13/2016	994.47	P
12160013	SHERWIN-WILLIAMS CO THE	PAINTING SUPPLIES	01/21/2016	372.50	P
12160014	WAL-MART COMMUNITY/RFCSLLC	DEPT EXPENSES	01/12/2016	50.17	P
12160015	WOOD TRUST	MULTIPLE DEPT EXPENSES	01/14/2016	1106.29	P
12160016	ALLIANT ENERGY/ WP&L	ELECTRIC BILL	01/22/2016	6320.02	P
12160017	BSG MAINTENANCE INC	TEST BACKFLOW PREVENTERS	01/25/2016	11449.35	P
12160018	ERON & GEE/HERMAN'S PLUMBING & HEATING	CONTRACT HOUSEKEEPING	01/28/2016	295.00	P
12160019	GRAINGER (Edgewater)	FILTERS, DRYWALL SCREWS	01/28/2016	74.33	P
12160020	MCMASTER-CARR SUPPLY CO	BOLTS	01/28/2016	22.13	P
12160021	NEIS ELEVATOR SERVICE	ANNUAL ELEVATOR INSPECTION	01/20/2016	83.00	P
12160022	PROFESSIONAL MEDICAL	NURSING SUPPLIES	01/28/2016	884.29	P
12160023	SERENITY AQUARIUM & AVIARY SERVICES	BIRD AVIARY MAINTENANCE	02/01/2016	89.00	P
12160024	SIGLER SYLVIA	REFUND OF OVERPAYMENT	02/01/2016	2770.00	P
12160025	SLATTERY AMY	MILEAGE REIMBURSEMENT	01/28/2016	48.06	P
12160026	ABILITY NETWORK INC	MONTHLY USAGE CHARGE	01/19/2016	76.00	P
12160027	ACCURATE IMAGING INC	PORTABLE X-RAY	01/31/2016	167.08	P
12160028	ADVANCED DISPOSAL	WASTE DISPOSAL	01/31/2016	757.64	P
12160029	APOLLO CORPORATION	NURSING SUPPLIES	01/15/2016	55.80	P
12160030	BRANDL ENTERPRISES LLC	SNOWPLOWING, SAND, SALT	01/31/2016	669.75	P
12160031	CHARTER COMMUNICATIONS- MILWAUKEE	MONTHLY CABLE FOR RESIDENTS	01/31/2016	1479.54	P
12160032	CLASEN DR RICHARD MD	MEDICAL DIRECTORS FEE	01/31/2016	1000.00	P
12160033	COMPLETE CONTROL	FIRE INSPECTIONS & MONITORING	01/20/2016	4770.00	P
12160034	COMPLETE CONTROL	REPAIR AIR HANDLER	01/31/2016	103.30	P
12160035	CREST HEALTH CARE	MAINTENANCE SUPPLIES	01/28/2016	415.71	P
12160036	DIERKS WAUKESHA	FOOD & SUPPLIES	01/31/2016	2743.17	P
12160037	DIRECT SUPPLY	DIETARY SUPPLIES	01/26/2016	740.90	P
12160038	ASPIRUS DOCTOR'S CLINIC INC	MEDICAL PROCEDURES	01/31/2016	609.28	P
12160039	EARTHGRAINS COMPANY THE	BAKERY	01/31/2016	488.57	P
12160040	EATING WELL ETC	CONTRACT DIETICIAN	01/21/2016	421.25	P
12160041	EDWARD DON & CO	DIETARY SUPPLIES	01/26/2016	292.61	P
12160042	ENCOMPASS GROUP LLC	LAUNDRY LINEN SUPPLIES	01/19/2016	527.04	P
12160043	FARMER BROTHERS COFFEE	COFFEE & SUPPLIES	01/20/2016	819.50	P
12160044	FOREFRONT TELECARE INC	PSYCHIATRY FOR RESIDENTS	01/31/2016	499.00	P
12160045	HD SUPPLY FACILITIES MAINTENANCE LTD	VERTICAL BLINDS	01/26/2016	125.96	P

Report of Claims for Edgewater Haven Nursing Home January 2016

For the range of vouchers: 12150983 12150988 12160001 12160069

12160046 IGA	DIETARY SUPPLIES	01/31/2016	194.03	P
12160047 JOERNS HEALTHCARE	ASSEMBLY, ASSIST DEVICE	01/27/2016	455.26	P
12160048 MARSHFIELD CLINIC	LAB	01/31/2016	29.19	P
12160049 MEDICAL FORMS INTERNATIONAL	24 HOUR NURSING REPORT BOOKS	01/19/2016	172.72	P
12160050 MEDLINE INDUSTRIES	NURSING SUPPLIES	01/19/2016	2816.93	P
12160051 MSM DISTRIBUTION	HOUSEKEEPING SUPPLIES	01/05/2016	929.83	P
12160052 MULTI MEDIA CHANNELS	ADVERTISING	01/31/2016	570.00	P
12160053 PHILLIPS TOTAL CARE PHARMACY	OTC DRUGS/MA	01/31/2016	12551.18	P
12160054 PIGGY WIGGLY SUPERMARKET	DIETARY SUPPLIES	01/29/2016	12.51	P
12160055 PURCHASE POWER	POSTAGE-POSTAGE METER	01/31/2016	251.00	P
12160056 REINHART FOOD SERVICE	FOOD & SUPPLIES	01/31/2016	16126.53	P
12160057 REINHART FOOD SERV CHEMICAL DIV	LAUNDRY SUPPLIES	01/31/2016	803.02	P
12160058 RIVER CITY CAB	LAB RUNS	01/31/2016	55.00	P
12160059 SMS RESPIRATORY SERVICES	OXYGEN & SUPPLIES	01/31/2016	824.40	P
12160060 STEWARD SERVICE LLC	PEST CONTROL	01/20/2016	75.00	P
12160061 SUPERIOR CHEMICAL CORPORATION	CLEAN AIRE DISPENSERS	01/29/2016	72.01	P
12160062 SYSCO BARABOO	FOOD & SUPPLIES	01/31/2016	146.19	P
12160063 WE ENERGIES	GAS BILL	01/31/2016	2250.00	P
12160064 WE ENERGIES	GAS BILL	01/31/2016	1184.00	P
12160065 WHEELS OF INDEPENDENCE INC	CAB RIDES FOR RESIDENTS	01/31/2016	70.00	P
12160066 WI DEPT OF JUSTICE	CRIMINAL RECORD CHECKS	01/31/2016	20.00	P
12160067 WI DEPT OF HEALTH & SOC SERV	MONTHLY BED ASSESSMENT	01/31/2016	15300.00	P
12160068 STATE OF WISCONSIN	ELEVATOR PERMITS	01/26/2016	50.00	P
12160069 PONGRATZ DAKOTA	MUSIC FOR RESIDENTS	01/31/2016	100.00	P
Grand Total:			\$139,959.19	

Committee Chair

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Report of Claims for Health – February 2016

For the range of vouchers: 15150519 15150520 15160004 15160035

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
15150519	WOODTRUST BANK NA	Credit Card (2015)	02/08/2016	4289.10	P
15150520	MARSHFIELD BIRTH CENTER <i>2015</i>	PNCC Classes (SL/AM/JG)	02/09/2016	40.00	P
15160004	ALFT KATHLEEN	Mileage	02/01/2016	43.48	P
15160005	CARLSON DANITA	Mileage/Meal	02/01/2016	279.32	P
15160006	CARLSON KATHRYN	Mileage	02/01/2016	35.64	P
15160007	EGGLESTON NANCY	Mileage/Meals-PH/Brace	02/01/2016	302.74	P
15160008	ELLIOTT VALERIE	Mileage/Reimb Coal Exp	02/01/2016	152.33	P
15160009	FRANCE AMBER	Mileage	02/01/2016	281.88	P
15160010	HILLER DANIELLE	Mileage	02/01/2016	231.12	P
15160011	GARSKI DANIELLE R	Mileage	02/01/2016	56.05	P
15160012	KOLODZIEJ GREG	Mileage	02/01/2016	120.69	P
15160013	KRUBSACK SARAH	Mileage	02/01/2016	89.64	P
15160014	KUNFERMAN SUSAN	Mileage/Meals	02/01/2016	557.92	P
15160015	LARSON MEGAN	Mileage	02/01/2016	22.14	P
15160016	MANCL BETSY	Mileage	02/01/2016	119.88	P
15160017	MEIDL LEAH	Mileage	02/01/2016	85.86	P
15160018	ROLTGEN ANGELA	Mileage	02/01/2016	78.30	P
15160019	RUESCH WENDY	Mileage	02/01/2016	214.38	P
15160020	SALEWSKI SARAH	Mileage	02/01/2016	19.44	P
15160021	SHERMAN ERICA	Mileage	02/01/2016	123.12	P
15160022	TREMME ASHLEY	Mileage	02/01/2016	28.40	P
15160023	ZASTAVA TYLER	Mileage/Meals	02/01/2016	177.36	P
15160024	ABR EMPLOYMENT SERVICES	Temp Employee	01/21/2016	61.60	P
15160025	GLAXOSMITHKLINE	Vaccine-Hep B	01/21/2016	362.80	P
15160026	INSTITUTE FOR WISCONSIN'S HEALTH	Conf Reg (KA)	01/28/2016	75.00	P
15160027	MARSHFIELD HIGH SCHOOL	Child. Fest. Reg (2)	02/02/2016	50.00	P

Report of Claims for Health – February 2016

For the range of vouchers: 15150519 15150520 15160004 15160035

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
15160028	NEUMARK STENSBERG DESIGN & PRINT INC	Printing (Banners)	01/26/2016	675.00	P
15160029	ASPIRUS RIVERVIEW HOSPITAL & CLINICS	Rent	02/02/2016	8142.45	P
15160030	WSCPM	Member Dues (SK)	01/29/2016	22.50	P
15160031	AGSOURCE COMMERCIAL TESTING	EH Lab Fees	02/09/2016	240.00	P
15160032	IVISIONMOBILE	Texting Service	02/01/2016	125.38	P
15160033	SCHEIN HENRY	HS Clinic Supplies	01/28/2016	592.76	P
15160034	TOP GEAR INC	Helmets	01/13/2016	73.31	P
15160035	WISCONSIN COUNTIES ASSOCIATION	Conf Reg (SK)	02/03/2016	65.00	P
			Grand Total:	\$17,834.59	

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
 WIQJ Accreditation Infrastructure Grant
 WWWP WI Well Woman's Program

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2015 Expenses

For the Range of Vouchers: 40156682 to 40156787

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40156682	LANG DOREEN	HOTEL/MEAL REIMBURSEMENT	12/31/2015	106.00
40156683	MARSHFIELD PUBLIC TRANSPORT	DEC - CLIENT TRANSPORTATION	12/31/2015	55.00
40156684	WOOD COUNTY HSD PETTY CASH	REIMBURSE PETTY CASH - CH	12/31/2015	57.98
40156685	AGING & DISABILITY RESOURCE CTR CENTRAL WI	NOV - MEALS ON WHEELS	11/30/2015	252.00
40156686	AFFORDABLE HOUSING AND STORAGE	DECEMBER RENT ASSISTANCE	12/31/2015	125.00
40156687	BOYLES STELLA	DEC - VOLUNTEER DRIVER REIMBUR	12/31/2015	135.70
40156688	BROTOLOC HEALTH CARE SYSTEMS I	DEC - RESIDENTIAL SERVICES	12/31/2015	5,499.02
40156689	CESA 5 PORTAGE PROJECT WORKSHO	PT BIRTH TO THREE SERVICES	12/31/2015	2,187.14
40156690	CENTRAL WI COUNSELING ASSOC LLC	CCS CONTRACTED SERVICES	12/31/2015	13,598.00
40156691	CHILDREN'S HOSPITAL OF WI COMMUNITY SERV	FAMILY INTERACTION PROGRAM	12/31/2015	4,387.50
40156692	CITY-WIDE RENTAL	DEC APARTMENT RENT ASSISTANCE	12/31/2015	150.00
40156693	CLARITY CARE INC	DEC - RESIDENTIAL SERVICES	12/31/2015	9,982.33
40156694	CLINICAL SERVICES	FAMILY PRESERVATION	12/31/2015	7,294.98
40156695	DRAKE HOUSE THE - CBRF	DEC - RESIDENTIAL SERVICES	12/31/2015	7,231.80
40156696	HOUSE CALLS FINANCIAL MANAGEMENT	DEC - APARTMENT RENT ASSISTANC	12/31/2015	150.00
40156697	JOHNSTON JAMES	AODA DAY TX LECTURE - 12/4/15	12/31/2015	20.00
40156698	MIDSTATE INDEPENDENT LIVING CONSULTANTS	PEER SPECIALISTS AT CLUBHOUSE	12/31/2015	3,355.00
40156699	INNOVATIVE SERVICES	DEC - VOCATIONAL SERVICES	12/31/2015	1,310.50
40156700	NEW REHAB COMPANY LLC	OT, PT, AND SLP B23 SERVICES	12/31/2015	9,963.50
40156701	PROFESSIONAL SERVICES GROUP INC	CONTRACTED YOUTH SERVICES	12/31/2015	13,360.69
40156702	RP SERVICES OF WI INC	DEC - RESIDENTIAL & TRANSPORT.	12/31/2015	242.50
40156703	MINISTRY ST JOSEPH'S HOSPITAL	DEC - SUPPORT SERVICES	12/31/2015	135.00
40156704	POSITIVE ALTERNATIVES	DEC - GROUP HOME	12/31/2015	33,687.08
40156705	SWITS LTD	INTERPRETER SERVICES	12/31/2015	20.00
40156706	TREMPEALEAU CO HEALTH CARE	DEC - RESIDENTIAL/IMD SERVICES	12/31/2015	14,688.50
40156707	WOODLAND ENHANCED HEALTH SERVICES COMMISSION	DEC - LONG TERM CARE/NH SVCS	12/31/2015	7,076.06
40156708	YOUNG AT HEART LLC	DEC - RESIDENTIAL SERVICES	12/31/2015	1,559.03
40156709-6710	FAMILY & CHILDRENS CENTER	FOSTER CARE PLAN, PLACE, SUP	12/31/2015	222.60
40156711-6712	LUTHERAN SOCIAL SERVICES	FOSTER CARE PLAN, PLACE, SUP	12/31/2015	181.50
40156713	HOPEFUL HAVEN	FOSTER CARE PLAN, PLACE,SUP	12/31/2015	2,427.06
40156714	HAIGHT ROBERT OR KAY	CRISIS RESPITE DAY CARE	12/31/2015	116.25
40156715	CANAVAN KRISTI	DEC - FOSTER CARE RESPITE	12/31/2015	46.00
40156716-6729	DIEDRICK KATHY OR BOB	DEC - FOSTER CARE RESPITE	12/31/2015	932.09
40156730-6731	ELZINGA JULIE	DEC - FOSTER CARE RESPITE	12/31/2015	138.00
40156732	WIRTZ ZOE	DEC - FOSTER CARE RESPITE	12/31/2015	92.00
40156733	WIRTH MANDA	DEC FOSTER CARE RESPITE	12/31/2015	146.13

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2015 Expenses

For the Range of Vouchers: 40156682 to 40156787

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40156734	WIRTZ ZOE	DEC - FOSTER CARE RESPITE	12/31/2015	69.00
40156735	DIEDRICK BOB OR KATHY	DEC - FOSTER CARE TRANSPORT	12/31/2015	13.80
40156736-6737	MATTHEWS JODI OR JOHN	DEC - FOSTER CARE TRANSPORT	12/31/2015	112.70
40156738-6739	REES REBECCA	DEC - FOSTER CARE TRANSPORT	12/31/2015	759.00
40156740	WARD ELAINE	DEC - FOSTER CARE TRANSPORT	12/31/2015	123.63
40156741-6744	WILHORN JENNIFER & BRIAN	DEC - FOSTER CARE TRANSPORT	12/31/2015	18.28
40156745	RP SERVICES OF WI INC	RESIDENTIAL&TRANSP - JAN15	01/31/2015	302.50
40156746	WI DEPT OF JUSTICE	BACKGROUND CHECKS #G2442	12/31/2015	20.00
40156747	CREATIVE COMMUNITY LIVING SERV	DEC COMMUNITY SKILLS	12/31/2015	19,249.55
40156748	HILLTOP AFFILIATES INC	RESIDENTIAL SERVICES	09/30/2015	677.36
40156749	PINEVIEW AUTO	REPAIR BUS# 240	12/31/2015	916.34
40156750	MID-STATE TECHNICAL COLLEGE	PATHWAYS PROJECT	12/31/2015	15,248.87
40156751	WI DEPT OF JUSTICE	CRIMINAL BACKGROUND CHECKS	12/31/2015	338.00
40156752	AGING & DISABILITY RESOURCE CTR CENTRAL WI	MEALS ON WHEELS	12/31/2015	315.00
40156753	A TOUCH OF HOME - AFH	RESIDENTIAL SERVICES	12/31/2015	1,714.98
40156754	BALTUS OIL COMPANY	VEHICLE EXPENSE	12/31/2015	105.72
40156755	CHARIS COUNSELING LLC	CCS CONTRACTED SERVICES	12/31/2015	1,183.00
40156756	PORTAGE COUNTY TREASURER	JUVENILE SECURE DETENTION	12/31/2015	5,250.00
40156757	FAMILY SUPPORT PROGRAM	STATE PASS THROUGH FUNDS	12/31/2015	325.00
40156758	HILLTOP AFFILIATES INC	RESIDENTIAL SERVICES	12/31/2015	2,455.43
40156759	LE PHILLIPS CAREER DEV CENTER	SHELTERED EMPLOYMENT	12/31/2015	356.00
40156760	YOUNG AT HEART LLC	SEPTEMBER ROOM & BOARD	09/30/2015	333.40
40156761	WEBER WENDY OR PAUL	FOSTER CARE TRANSPORTATION	12/31/2015	78.20
40156762-6764	SCHLAEFER WENDY	FOSTER CARE TRANSPORTATION	12/31/2015	50.59
40156765	COMPASS COUNSELING WAUSAU LLC	CCS CONTRACTED SERVICES	12/31/2015	3,342.56
40156766	OPPORTUNITY DEVELOPMENT CNTR	VOCATIONAL SERVICES - DEC	12/31/2015	11,358.59
40156767-6769	FAMILY SUPPORT PROGRAM	STATE PASS THROUGH FUNDS	12/31/2015	840.80
40156770	OPPORTUNITY DEVELOPMENT CNTR	WASHING BUSES - MAY	05/31/2015	10.00
40156771	PROFESSIONAL SERVICES GROUP INC	UA SERVICES	12/31/2015	77.50
40156772	REDWOOD BIOTECH	LAB TESTING SUPPLIES	11/30/2015	45.60
40156773-6774	US BANK	CREDIT CARD CHARGES	12/31/2015	3,845.77
40156775	FAMILY SUPPORT PROGRAM	STATE PASS THROUGH FUNDS	12/31/2015	239.78
40156776-6779	DIEDRICK BOB OR KATHY	FOSTER CARE TRANSPORTATION	12/31/2015	43.12
40156780	PLESHEK KAYLA P	DEC15 MILEAGE REIMBURSEMENT	12/31/2015	37.95
40156781	THILL MICHAEL J	DEC15 MILEAGE REIMBURSEMENT	12/31/2015	38.53
40156782	BUFFALO COUNTY DHHS	CASE MNGMT/EVAL/TCHR SRVCS/TRV	12/31/2015	2,091.13

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2015 Expenses
For the Range of Vouchers: 40156682 to 40156787

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40156783	LANG DOREEN	DEC15 MEAL/MILEAGE REIMB	12/31/2015	301.83
40156784	MARTI DEBRA	DEC15 MILEAGE REIMBURSEMENT	12/31/2015	163.30
40156785	WORMET KASSIE	DEC15 MILEAGE REIMBURSEMENT	12/31/2015	69.00
40156786	FAMILY SUPPORT PROGRAM	STATE PASS THROUGH FUNDS	12/31/2015	1,740.00
40156787	WEBER WENDY OR PAUL	DEC - FOSTER CARE TRANSPORTATI	12/31/2015	92.00
Grand Total:				<u>\$215,285.75</u>

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2016 Expenses

For the Range of Vouchers: 40160335 to 40161504

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40160335	ADVANCED DISPOSAL	REFUSE SERVICES	01/20/2016	237.72
40160336	RAPID CAB COMPANY INC	FSET TAXI CARDS (30 CARDS)	01/20/2016	1,200.00
40160337	WIRTZ ZOE	JAN16 RESPITE	01/20/2016	100.00
40160338	AMERICAN RED CROSS	WI STATE NURSE AID EXAM	01/20/2016	70.00
40160339	ALTMAN MARY PAT	1/2 REIMBURSE FOR EXCEL CLASS	01/20/2016	137.07
40160340	POLK COUNTY MO SHERIFFS DEPT	SUMMONS SERVED - 16TP2&TP3	01/20/2016	60.00
40160341	UTECHT HEATHER	REIMBURSE FOR CLIENT EXPENSES	01/20/2016	7.97
40160342	BOLIVAR HERALD FREE PRESS	LEGAL AD PUBLICATIONS FOR TPR	01/22/2016	79.30
40160343	CITY OF MARSHFIELD	MFLD CITY HALL RENT - FEB	02/01/2016	4,792.50
40160344	SOMMER PROPERTY MANAGEMENT LLC	CCS/CSP MARSHFIELD RENT - FEB	02/01/2016	7,177.08
40160345	BESSE MEDICAL SUPPLY	CLIENT MEDICATIONS / VIVITROL	01/27/2016	2,936.01
40160346-0347	DRAXLER'S SERVICE CENTER	TOWING BUS #242/REPAIR BUS #245	01/27/2016	454.75
40160348	MID-STATE TRUCK SERVICE INC	REPAIR BUS #242	01/27/2016	10.86
40160349	NORTHCENTRAL TECHNICAL COLLEG	FSET - STUDENT EXAM	01/27/2016	20.00
40160350	WAL-MART COMMUNITY/RFCSLLC	CREDIT CARD CHARGES - JAN	01/27/2016	578.38
40160351	BOLIVAR HERALD FREE PRESS	LEGAL AD PUB FOR TPR HEARINGS	01/27/2016	79.30
40160352	BADGER UTILITY INC OF WI	FSET - TOOLS FOR CLIENT	01/27/2016	561.12
40160353	COUNTRY TOTS CHILD DEVELOPMENT CNTR	1/11 - 1/22/16 CHILD CARE	01/27/2016	544.00
40160354	ROSHOLT LION'S CAMP	STAFF FEES - 3 STAFF	01/27/2016	75.00
40160355	KWIK TRIP	GAS CARDS	01/27/2016	400.00
40160356	RIVER CITY CAB	CAB TICKETS	01/27/2016	9,300.00
40160357	WILSON VICTORIA	REIMBURSEMENT FOR SUPPLIES	01/27/2016	32.79
40160358	WI ASSN OF MOBILITY MANAGERS	WAMM MEMBERSHIP	01/27/2016	35.00
40160359	CITY OF WAUSAU	BUS PASSES	01/29/2016	1,202.00
40160360	FRONTIER COMMUNICATIONS	TELEPHONE EXPENSE - CORNERSTON	01/29/2016	150.66
40160361	CLIENT	REFUND OF DSP PAYMENT	01/29/2016	225.00
40160362	SHRED SAFE LLC	DESTRUCTION OF WR BINS	01/29/2016	195.00
40160363	SOLARUS	PHONE EXPENSE - 12 ST LOC	01/29/2016	316.77
40160364	PAVLOSKI JENNIFER	REIMBURSE PRT SUPPLIES	01/29/2016	17.25
40160365-0366	UTECHT HEATHER	REIMBURSE FOR CLIENT RELATED EXPENSES	01/29/2016	59.26
40160367	LOCUMTENENS.COM	DR. RAO PSYCHIATRY SERVICES	01/31/2016	1,489.52
40160368	INNOVATIVE SERVICES	CLEANING SERVICES - CORNERSTON	01/31/2016	500.00
40160369	NEW PARTNERSHIP	TRAINING - LAURA Y.	01/31/2016	60.00
40160370	CLIENT	REFUND OVERPAYMENT	01/31/2016	75.00
40160371-0372	SOLARUS	CBRF PHONE	01/31/2016	189.94
40160373-0374	FAMILY SUPPORT PROGRAM	STATE PASS THROUGH FUNDS	01/31/2016	192.00

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2016 Expenses
For the Range of Vouchers: 40160335 to 40161504

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40160375	CHARTER COMMUNICATIONS- MILWAUKEE	CABLE EXP. - CLUBHOUSE MFLD	02/03/2016	44.66
40160376	CINTAS CORPORATION	CLEANING SUPPLIES	02/03/2016	210.61
40160377	DIEDRICK KATHY OR BOB	RECEIVING HOME (3 BED) - FEB	02/03/2016	1,182.00
40160378	SOLARUS	CABLE EXPENSE - RIVER CITY CLU	02/03/2016	106.31
40160379-0707	FOSTER HOMES/GROUP HOMES/CCI/KINSHIP PROVIDERS	FOSTER HOMES/GROUP HOMES/CCI/KINSHIP	02/03/2016	184,181.73
40160708	CITY OF WISCONSIN RAPIDS	CENTRALIA CENTER RENT	02/05/2016	2,193.75
40160709-0711	DRAXLER'S SERVICE CENTER	BUS #242 TOWING	02/05/2016	267.75
40160712	KINSHIP PROVIDER	FEBRUARY KINSHIP CARE	02/05/2016	96.00
40160713	BEHAVIORAL HEALTH TRAINING PARTNERSHIP	TRAINING - ADAM A.	01/31/2016	30.00
40160714	CW SOLUTIONS LLC	FSET SUB CONTRACT	01/31/2016	99,582.22
40160715	MENTORING ACTIVITY THERAPY SERVICES LLC	CLTS WAIVER PROGRAM - NON TPA	01/31/2016	620.00
40160716	NORTHCENTRAL TECHNICAL COLLEGE	NURSING ASSISTANT PAYMENT	01/31/2016	454.80
40160717	POMP'S TIRE SERVICE INC - GREEN BAY	BUS# 248 REPAIR	01/31/2016	52.44
40160718	US BANK	CREDIT CARD CHARGES	01/31/2016	1,648.23
40160719	FAMILY SUPPORT PROGRAM	STATE PASS THROUGH FUNDS	01/31/2016	112.00
40160720	LANG DOREEN	HOTEL AND MEAL REIMBURSEMENT	01/31/2016	130.00
40160721	POSTMASTER - WISCONSIN RAPIDS	STAMPS FOR POSTAGE PAID ENV.	01/31/2016	252.80
40160722	VRUWINK BRANDON	HOTEL REIMBURSEMENT	01/31/2016	82.00
40160723	WOOD COUNTY HSD PETTY CASH	REPLENISH PETTY CASH	01/31/2016	98.00
40160724	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATES	02/05/2016	40.00
40161383	BUILDING BLOCKS LEARNING CENTER INC	RESPIRE CHILD CARE	01/31/2016	298.00
40161384	FLEXSTAFF	CONTRACTED ENERGY STAFF	01/31/2016	2,543.13
40161385	JACKSON COUNTY DHHS	YOUTH UA SCREENS	01/31/2016	12.00
40161386-1387	MID-STATE TRUCK SERVICE INC	REPAIR BUS #245/TOWING BUS #242	01/31/2016	510.06
40161388	NORTHWEST COUNSEL & GUIDE CLIN	JANUARY - MOBILE CRISIS	01/31/2016	2,383.43
40161389	RUNNING INC	MFLD PUBLIC TRANSP. CAB VOUCHER	01/31/2016	97.00
40161390	NORTHWEST PASSAGE	ASSESSMENT/STABILIZATION	01/31/2016	6,472.00
40161391	SHRED SAFE LLC	DESTRUCTION OF BIN-CORNERSTONE	01/31/2016	45.00
40161392	UNITED EMERGENCY MED RESPONSE	AMBULANCE SERVICES - CLIENT	01/31/2016	1,228.78
40161393	WI DEPT OF JUSTICE	FINGERPRINTING CHECKS G2954	01/31/2016	393.00
40161394	WI DEPT OF WORKFORCE DEVELOPMENT	COMPUTER CONNECTIVITY JAN-JUN	01/31/2016	600.00
40161395	BAILEY ROGER	JAN - VOLUNTEER DRIVER REIMBURSE	01/31/2016	69.12
40161396	BROWNELL MARY	JAN- VOLUNTEER DRIVER REIMBURSE	01/31/2016	379.08
40161397	FLORYANCE WILLIAM	JAN- VOLUNTEER DRIVE REIMBURSE	01/31/2016	777.60
40161398	GLEN JEANETTE	JAN- VOLUNTEER DRIVER REIMBURSE	01/31/2016	115.02
40161399	HAUGEN ARVID	JAN- VOLUNTEER DRIVER REIMBURSE	01/31/2016	51.84

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2016 Expenses

For the Range of Vouchers: 40160335 to 40161504

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40161400	NYGAARD DUANE	JAN-VOLUNTEER DRIVER REIMBURSE	01/31/2016	125.28
40161401	OSTROWSKI EDWARD	JAN- VOLUNTEER DRIVER REIMBURS	01/31/2016	82.08
40161402	PUPP MARY	JAN - VOLUNTEER DRIVER REIMBUR	01/31/2016	42.66
40161403	REIN DOLORES	JAN - VOLUNTEER DRIVER REIMBUR	01/31/2016	75.60
40161404	REIN THOMAS C	JAN - VOLUNTEER DRIVER REIMBUR	01/31/2016	184.14
40161405	REVLING RONALD	JAN - VOLUNTEER DRIVER REIMBUR	01/31/2016	362.88
40161406	TESSEN ROGER	JAN - VOLUNTEER DRIVER REIMBURS	01/31/2016	243.00
40161407	TYLER PATRICIA	JAN - VOLUNTEER DRIVER REIMBUR	01/31/2016	543.78
40161408	WEIS GRACE	JAN - VOLUNTEER DRIVER REIMB	01/31/2016	442.26
40161409	ANDERSON ADAM	JAN - MILEAGE REIMBURSEMENT	01/31/2016	198.72
40161410	ARNDT ERIN N	JAN - MILEAGE REIMBURSEMENT	01/31/2016	275.94
40161411	BAUER GRACE A	JAN - MEALS/MILEAGE REIMBURSE	01/31/2016	173.24
40161412	BRUMLEY TRACY	JAN MILEAGE REIMBURSEMENT	01/31/2016	538.92
40161413	CHRISTENSEN MARY	JAN - MEALS/MILEAGE REIMBURSE	01/31/2016	254.24
40161414	CROSS MARC	JAN - MILEAGE REIMBURSEMENT	01/31/2016	166.32
40161415	GUDMUNSEN STEPHANIE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	315.36
40161416	HARVEY KRISTIN	JAN - MEAL/MILEAGE REIMBURSE	01/31/2016	64.16
40161417	HEINZEN TERESA	JAN - MILEAGE REIMBURSEMENT	01/31/2016	158.76
40161418	HOCKING AMANDA E	JAN - MEAL/MILEAGE REIMBURSE	01/31/2016	404.09
40161419	JANZ DANIELLE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	127.44
40161420	JUNG JONI	JAN - MILEAGE REIMBURSEMENT	01/31/2016	14.04
40161421	LIEGL JODI	JAN - MILEAGE REIMBURSEMENT	01/31/2016	139.32
40161422	PARKS CASEY L	JAN - MEALS/MILEAGE REIMBURSE	01/31/2016	188.26
40161423	PLESHEK KAYLA P	JAN - MILEAGE REIMBURSEMENT	01/31/2016	81.00
40161424	HAFFA BARBARA	JAN - MEALS/MILEAGE REIMBURSE	01/31/2016	392.46
40161425	SKERHUTT JULIE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	39.53
40161426	SOYK RYAN	JAN - MILEAGE REIMBURSEMENT	01/31/2016	124.20
40161427	THILL MICHAEL J	JAN - MILEAGE REIMBURSEMENT	01/31/2016	35.64
40161428	VRUWINK BRANDON	JAN - MILEAGE REIMBURSEMENT	01/31/2016	307.80
40161429	WAGNER-SCHEEL JANE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	35.10
40161430	WEIGEL KARYN	JAN - MILEAGE REIMBURSEMENT	01/31/2016	111.78
40161431	WEILER STEVE P	JAN - MILEAGE REIMBURSEMENT	01/31/2016	138.24
40161432	WOLF JAN	JAN - MEAL/MILEAGE REIMBURSE	01/31/2016	404.81
40161433	RUNNING INC	TAXI PUNCH CARDS - MFLD FSET	02/10/2016	1,002.50
40161434	WOOD COUNTY HUMAN SERVICES	GAS CARDS	02/10/2016	40.00
40161435	SHOPKO STORES OPERATING CO LLC	JAN2016-FSET SUPPORT SRVC	01/31/2016	393.79

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2016 Expenses
For the Range of Vouchers: 40160335 to 40161504

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40161436	VOIANCE LANGUAGE SERVICES LLC	NIMC PHONE INTERPRETER SRVCS	01/31/2016	551.30
40161437	WI DEPT OF JUSTICE	JAN16 - BACKGROUND CHKS #G2442	01/31/2016	40.00
40161438-1440	RESTITUTION VICTIMS	JAN- RESTITUTION	01/31/2016	168.78
40161441	BAILEY ROGER	JAN - CW VOLUNTEER DRIVERS	01/31/2016	5.40
40161442	EDINGER MARLYN	JAN - CW VOLUNTEER DRIVERS	01/31/2016	212.76
40161443	NYGAARD DUANE	JAN - CW VOLUNTEER DRIVERS	01/31/2016	217.08
40161444	MARSHFIELD PUBLIC TRANSPORT	JAN - CW TRANSPORTATION	01/31/2016	19.40
40161445	OSTROWSKI EDWARD	JAN - CW VOLUNTEER DRIVER	01/31/2016	1,213.38
40161446	RIVER CITY CAB	JAN - CW TRANSPORTATION	01/31/2016	35.00
40161447	SMITS GERALD	JAN - CW VOLUNTEER DRIVER	01/31/2016	21.60
40161448	TESSEN ROGER	JAN - CW VOLUNTEER DRIVER	01/31/2016	746.28
40161449	NEWMANN BECKY & RODNEY	JAN - FOSTER HOME CARE	01/31/2016	94.84
40161450	ARENDT SARAH	JAN - MILEAGE REIMBURSEMENT	01/31/2016	44.82
40161451	BABCOCK DIANE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	12.96
40161452	BOYARSKI LISA	JAN - MILEAGE REIMBURSEMENT	01/31/2016	27.00
40161453	BOYER BRITTANY A	JAN - MILEAGE REIMBURSEMENT	01/31/2016	97.20
40161454	BRAGG KELLY	JAN - MILEAGE REIMBURSEMENT	01/31/2016	159.30
40161455	BRAY DAVID	JAN - MILEAGE REIMBURSEMENT	01/31/2016	1,127.52
40161456	BREWER KAREN	JAN - MILEAGE REIMBURSEMENT	01/31/2016	98.28
40161457	CZYS KATRINA M	JAN - MILEAGE REIMBURSEMENT	01/31/2016	212.38
40161458	DAUENHAUER JULIA	JAN - MILEAGE REIMBURSEMENT	01/31/2016	241.38
40161459	FARRIS JACK	JAN - MILEAGE REIMBURSEMENT	01/31/2016	69.12
40161460	GORSKI ANDREW	JAN - MILEAGE REIMBURSEMENT	01/31/2016	247.32
40161461	GUTSCH LISA	JAN - MILEAGE REIMBURSEMENT	01/31/2016	122.58
40161462	HANKE DENISE M	JAN - MILEAGE REIMBURSEMENT	01/31/2016	308.24
40161463	HANTEN CHRISTINE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	72.88
40161464	HAYES KAREN A	JAN - MILEAGE REIMBURSEMENT	01/31/2016	137.16
40161465	JEFFERS DENISE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	35.64
40161466	KNUTESON JODIE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	126.90
40161467	KOWIESKI KEVIN	JAN - MILEAGE REIMBURSEMENT	01/31/2016	68.90
40161468	LACHAPELLE ANNE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	221.40
40161469	LANG DOREEN	JAN - MILEAGE REIMBURSEMENT	01/31/2016	263.32
40161470	LISIECKI KATHERINE	JAN - MILEAGE REIMBURSEMENT	01/31/2016	88.56
40161471	LIVERNASH TANNA M	JAN - MILEAGE REIMBURSEMENT	01/31/2016	142.02
40161472	LOWE CINDY	JAN- MILEAGE REIMBURSEMENT	01/31/2016	157.14
40161473	MARCEAU KAY	JAN16 MILEAGE REIMBURSEMENT	01/31/2016	337.38

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, COMMUNITY
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2016 Expenses

For the Range of Vouchers: 40160335 to 40161504

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
40161474	MARTI DEBRA	JAN MILEAGE REIMBURSEMENT	01/31/2016	184.14
40161475	MCNAUGHTON TIM	JAN - MILEAGE REIMBURSEMENT	01/31/2016	93.96
40161476	MILOCH KATRINA L	JAN - MILEAGE REIMBURSEMENT	01/31/2016	119.34
40161477	MURRAY BRANT M	JAN - MILEAGE REIMBURSEMENT	01/31/2016	306.45
40161478	NENNIG MARY	JAN - MILEAGE REIMBURSEMENT	01/31/2016	26.90
40161479	PELOT CHRISTINA	JAN - MILEAGE REIMBURSEMENT	01/31/2016	89.10
40161480	PELOT JAN	JAN16 MILEAGE REIMBURSEMENT	01/31/2016	69.12
40161481	PETERS SHELLI	JAN - MILEAGE REIMBURSEMENT	01/31/2016	95.04
40161482-1483	PIEKARSKI LACEY	JAN MILEAGE REIMBURSEMENT/PARKING FEE	01/31/2016	151.96
40161484	PORTER REBECCA	JAN MILEAGE REIMBURSEMENT	01/31/2016	69.66
40161485	POWELL JULIE	JAN MILEAGE REIMBURSEMENT	01/31/2016	418.50
40161486	RASMUSSEN CRAIG	JAN MILEAGE REIMBURSEMENT	01/31/2016	115.02
40161487	RENDERMAN TRACY A	JAN MILEAGE REIMBURSEMENT	01/31/2016	43.20
40161488	RHINEHART KARI	JAN MILEAGE REIMBURSEMENT	01/31/2016	444.74
40161489	ROBINSON AMY J	JAN MILEAGE REIMBURSEMENT	01/31/2016	34.56
40161490	ROETTER KATHY	JAN MILEAGE REIMBURSEMENT	01/31/2016	294.74
40161491	SCHEIDEGGER JILL	JAN MILEAGE REIMBURSEMENT	01/31/2016	24.84
40161492	SCHULTZ RYAN	JAN MILEAGE REIMBURSEMENT	01/31/2016	304.02
40161493	SHOVER CASEY	JAN MILEAGE REIMBURSEMENT	01/31/2016	264.60
40161494	TIMMERMAN JO	JAN MILEAGE REIMBURSEMENT	01/31/2016	58.32
40161495	TOURAY MERRISA	JAN MILEAGE REIMBURSEMENT	01/31/2016	72.36
40161496	TRACY JOELY K	JAN MILEAGE REIMBURSEMENT	01/31/2016	254.34
40161497	UTECHT HEATHER	JAN MILEAGE REIMBURSEMENT	01/31/2016	618.47
40161498	VRUWINK JILL	JAN MILEAGE REIMBURSEMENT	01/31/2016	262.44
40161499	WEBB ALEXA M	JAN MILEAGE REIMBURSEMENT	01/31/2016	50.22
40161500	WENTZEL KIRSTEN	JAN MILEAGE REIMBURSEMENT	01/31/2016	120.42
40161501	WORMET KASSIE	JAN MILEAGE REIMBURSEMENT	01/31/2016	32.40
40161502	YACH LAURA	JAN MILEAGE REIMBURSEMENT	01/31/2016	167.59
40161503	YOUNG LAUREN	JAN MILEAGE REIMBURSEMENT	01/31/2016	385.72
40161504	POSTMASTER - WISCONSIN RAPIDS	STAMPS	02/12/2016	387.00
Grand Total:				<u>\$362,453.34</u>

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, NORWOOD HEALTH CENTER
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2015 Expenses

For the Range of Vouchers: 20150629 to 20150641

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
20150629	GREENFIELD REHABILITATION AGENCY INC	PT/OT/SPEECH THERAPY-DEC.'15	12/31/2015	11,887.85
20150630	LB MEDWASTE INC	MEDICAL WASTE PICK-UP-DEC.'15	12/31/2015	196.43
20150631	LUTHERAN SOCIAL SERVICES	BRIDGEWAY CONTRACT SERVICES-DEC	12/31/2015	34,000.00
20150632	MARSHFIELD CLINIC	PROFESSIONAL SERVICES-DEC.'15	12/31/2015	14,439.05
20150633	MARSHFIELD LABORATORIES	ADM. PATIENT LAB TESTS-DEC'15	12/31/2015	12.30
20150634	OMNICARE INC	PATIENT MEDICATIONS-DEC.'15	12/31/2015	5,736.29
20150635	WE ENERGIES	NATURAL GAS SERVICE-DEC.'15	01/08/2016	7,436.99
20150636	WI DEPT OF JUSTICE	EMPLOYEE BACKGROUND CHECKS	01/04/2016	40.00
20150637	DIRECT SUPPLY	NURSING SUPPLIES	11/10/2015	1,499.94
20150638	DIRECT SUPPLY	DIETARY SUPPLIES	12/15/2015	64.55
20150639	STAFF CARE	DR. SHEKAR/DECEMBER CHARGES	01/14/2016	21,519.75
20150640	BRUCE JORDON	EMPLOYEE MILEAGE REIMBURSEMENT	01/28/2016	324.30
20150641	PER MAR SECURITY SERVICES	FIRE ALARM MONITORING/TESTING	02/11/2016	1,669.92
			Grand Total:	<u>\$98,827.37</u>

COUNTY OF WOOD
HUMAN SERVICES DEPARTMENT, NORWOOD HEALTH CENTER
REPORT OF CLAIMS FOR FEBRUARY 2016 MEETING
2016 Expenses
For the Range of Vouchers: 20160011 to 20160030

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount
20160011	ACKERMAN LEE	REIMBURSE EMPLOYEE/MAINT. SUPPLIES	01/23/2016	400.88
20160012	BARTON ASSOCIATES INC	DR.R. MOST-JANUARY CHARGES	01/08/2016	11,387.52
20160013	BUSHMAN DIARY DISTRIBUTORS INC	FOOD & CONGREGATE FOOD	01/29/2016	2,827.71
20160014	CENTRAL RESTAURANT PRODUCTS	DIETARY SUPPLIES	01/06/2016	96.03
20160015	CITY OF MARSHFIELD	PATIENT TRANSPORT TO ER-ADM	01/23/2016	1,680.20
20160016	CTL COMPANY	HOUSEKEEPING SUPPLIES	01/12/2016	622.92
20160017	FRONTIER COMMUNICATIONS	PHONE/FAX FOR JANUARY 2016	01/16/2016	229.91
20160018	MATRIXCARE SDS-12-2905	MATRIX MONTHLY CHARGES-JAN.	01/11/2016	1,013.00
20160019	MEDLINE INDUSTRIES	NURSING SUPPLIES	01/15/2016	447.81
20160020	PAREEK MD YOGESH	DR. PAREEK-JANUARY CHARGES	01/12/2016	3,130.00
20160021	PASSPORT HEALTH COMMUNICATIONS INC	BILLING INFORMATION FEES-01/16	12/31/2015	159.80
20160022	PITNEY BOWES	POST.MACHINE QRTLY LEASE PAYMENT	01/13/2016	172.44
20160023	REINHART FOOD SERVICE	FOOD/CONGREGATE FOOD/SUPPLIES	02/01/2016	16,715.81
20160024	SHRED-IT	SHRED SERVICES-JAN.2016	01/21/2016	48.50
20160025	STAFF CARE	DR. SHEKAR-JANUARY 2016 CHRGS	01/14/2016	5,951.75
20160026	STAFF CARE	DR. SHEKAR-JANUARY 2016 CHRGS	01/21/2016	16,378.00
20160027	V & H AUTOMOTIVE	VEHICLE REPAIR	01/13/2016	310.09
20160028	ZORN-COCHRANE COMPRESSOR & EQUIPMENT	AIR COMPRESSOR REPAIR	01/21/2016	933.71
20160029	BSG MAINTENANCE INC	HSKPG/LAUNDRY SRVCS-FEB.2016	01/25/2016	12,442.32
20160030	MARSHFIELD UTILITIES	WATER/SEWER/ELECT-JAN 2016	01/29/2016	10,139.12
			Grand Total:	<u>\$85,087.52</u>

WOOD COUNTY HUMAN SERVICES DEPARTMENT
Voucher Signature Sheet
FEBRUARY 2016 COMMITTEE MEETING

			<u>2015</u>	<u>2014</u>
DECEMBER	HUMAN SERVICES DEPARTMENT-COMMUNITY	\$	215,285.75	\$ 196,533.96
DECEMBER	HUMAN SERVICES DEPARTMENT-COMMUNITY OUTLAY	\$	-	\$ -
DECEMBER	HUMAN SERVICES DEPARTMENT-NORWOOD HEALTH CENTER	\$	98,827.37	\$ 68,475.65
DECEMBER	HUMAN SERVICES DEPARTMENT-NORWOOD HEALTH CENTER OUTLAY	\$	-	\$ 54,784.00
			<u>2016</u>	<u>2015</u>
FEBRUARY	HUMAN SERVICES DEPARTMENT-COMMUNITY	\$	362,453.34	\$ 264,830.93
FEBRUARY	HUMAN SERVICES DEPARTMENT-COMMUNITY OUTLAY	\$	-	\$ -
FEBRUARY	HUMAN SERVICES DEPARTMENT-NORWOOD HEALTH CENTER	\$	85,087.52	\$ 205,079.73
FEBRUARY	HUMAN SERVICES DEPARTMENT-NORWOOD HEALTH CENTER OUTLAY	\$	-	\$ 24,495.00

TOTAL VOUCHERS FOR HUMAN SERVICES DEPARTMENT

<u>\$ 447,540.86</u>	<u>\$ 469,910.66</u>	<u>\$ 314,113.12</u>	<u>\$ 265,009.61</u>
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Donna Rozar, Chair

Thomas Buttke

Michael Feirer

Peter Hendler

Marion Hokamp

Jessica Vicente

Jeffrey Koszczuk, DO

Doug Machon

Lori Slattery-Smith, RN

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County of Wood

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Report of Claims for February - Veterans Services

For the range of vouchers: 31160001 31160004

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
31160001	LARSON ROCK	January 2016 travel	02/11/2016	18.90	
31160002	BEST WESTERN	Spring Conf Hotel expense	02/11/2016	328.00	
31160003	CVSO ASSOCIATION OF WISCONSIN	CVSO Assoc of WI	02/11/2016	55.00	
31160004	WOOD COUNTY HUMAN SERVICES	Emergency Transportation	02/11/2016	164.40	
Grand Total:				\$566.30	

Committee Chair

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

2/17/2016

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County of Wood
BALANCE SHEET SUMMARY
Edgewater Haven Nursing Home
Thursday, December 31, 2015

		2015	2014
	ASSETS		
11100:11999	Cash and investments	4,630.00	9,945.20
	Receivables:		
13000:13999	Miscellaneous	162,865.69	415,230.94
14000:14999	Due from other governments	406,689.19	564,654.13
15000:15999	Due from other funds	(741,584.44)	(706,104.03)
16100:16199	Inventory of supplies, at cost	81,211.64	57,520.94
16200:16299	Prepaid expenses/expenditures	0.00	73.00
18200:18289	Land	245,459.92	242,059.92
18300:18389	Buildings	7,014,270.25	7,014,270.25
18500:18589	Machinery and equipment	1,836,863.28	1,722,595.82
18292 + 18390:18392 + 18590:18595 + 18890:18891 + 18596	Accumulated Depreciation	(5,261,004.89)	(4,980,269.33)
	TOTAL ASSETS	<u>3,749,400.64</u>	<u>4,337,976.84</u>
	LIABILITIES AND FUND EQUITY		
	Liabilities:		
21700:21799	Accrued compensation	133,867.60	122,451.66
23000:23999	Special deposits	3,913.84	9,010.94
21800:21899	Accrued vacation and sick pay	683,209.14	619,860.74
29600:29699	Retirement prior service obligation	688,505.00	688,505.00
	Total Liabilities	<u>1,509,495.58</u>	<u>1,439,828.34</u>
	Fund Equity:		
33900:33999	Retained earnings:		
	Unreserved	2,898,148.50	1,964,533.55
40000:59999	Fund Balance:		
	Income summary	(658,243.44)	933,614.95
	Total Fund Equity	<u>2,239,905.06</u>	<u>2,898,148.50</u>
	TOTAL LIABILITIES & FUND EQUITY	<u>3,749,400.64</u>	<u>4,337,976.84</u>

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Edgewater Haven Nursing Home
 Thursday, December 31, 2015

	Actual	Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$749,957.00	\$749,957.00		0.00%
Total Taxes	749,957.00	749,957.00		0.00%
Public Charges for Services				
Institutional Care-Private Pay	1,176,085.44	1,273,125.00	(97,039.56)	(7.62%)
Institutional Care-Other Pay	5,570.00	5,800.00	(230.00)	(3.97%)
Public Chgs- Medicare	1,758,181.47	3,146,196.00	(1,388,014.53)	(44.12%)
Public Chgs- Medicaid	2,335,501.15	1,964,160.00	371,341.15	18.91%
Public Chgs-Veterans EW	114,583.79	62,076.00	52,507.79	84.59%
Provision for Bad Debts-Edgewater	(12,000.00)	(12,000.00)		0.00%
Contractual Adjustment-Other	1,130.00		1,130.00	0.00%
Total Public Charges for Services	5,379,051.85	6,439,357.00	(1,060,305.15)	(16.47%)
Intergovernmental Charges for Services				
Intergovernmental Transfer Program Rev	625,595.00	512,742.00	112,853.00	22.01%
Total Charges to Other Governments	625,595.00	512,742.00	112,853.00	22.01%
Total Intergovernmental Charges for Services	625,595.00	512,742.00	112,853.00	22.01%
Miscellaneous				
Interest	214.27	500.00	(285.73)	(57.15%)
Occupational Therapy Misc Rev	35.57	250.00	(214.43)	(85.77%)
Donations & Contributions	1,050.00		1,050.00	0.00%
Vending/Cafeteria Revenue	3,798.04	2,000.00	1,798.04	89.90%
Vending Machine Revenue	8,193.10	7,081.00	1,112.10	15.71%
Other Operating Income	2,276.48	2,800.00	(523.52)	(18.70%)
Total Miscellaneous	15,567.46	12,631.00	2,936.46	23.25%
TOTAL REVENUES	6,770,171.31	7,714,687.00	(944,515.69)	(12.24%)
EXPENDITURES				
Health and Human Services				
Edgewater-Nursing	4,735,706.73	5,076,967.00	341,260.27	6.72%
Edgewater-Housekeeping	153,097.05	155,900.00	2,802.95	1.80%
Edgewater-Dietary	780,409.26	802,123.00	21,713.74	2.71%
Edgewater-Laundry	136,963.70	137,357.00	393.30	0.29%
Edgewater-Maintenance	371,500.43	550,911.00	179,410.57	32.57%
Edgewater-Activities	195,688.31	196,198.00	509.69	0.26%
Edgewater-Social Services	125,577.13	130,608.00	5,030.87	3.85%
Edgewater-Administration	648,736.58	664,623.00	15,886.42	2.39%
Total Health and Human Services	7,147,679.19	7,714,687.00	567,007.81	7.35%
Capital Outlay				
Depreciation & Amortization	280,735.56		(280,735.56)	0.00%
Total Capital Outlay	280,735.56		(280,735.56)	0.00%
TOTAL EXPENDITURES	7,428,414.75	7,714,687.00	286,272.25	3.71%
NET INCOME (LOSS) *	(658,243.44)		(658,243.44)	0.00%
<i>Capital Projects</i>	<u>117,667.46</u>			
	<u>(775,910.90)</u>			

County of Wood
Detailed Income Statement
For the Twelve Months Ending December 31, 2015
Human Services Department-Combined

2
Item #7

	Actual	Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$8,173,228.00	\$8,173,228.00		0.00%
Total Taxes	8,173,228.00	8,173,228.00		0.00%
Intergovernmental Revenues				
State Aid & Grants	8,930,544.31	10,716,304.00	(1,785,759.69)	(16.66%)
Total Intergovernmental	8,930,544.31	10,716,304.00	(1,785,759.69)	(16.66%)
Public Charges for Services				
Public Chgs-Other -Local Grant		27,500.00	(27,500.00)	(100.00%)
Public Charges-Unified & Norwood	10,587,461.80	13,160,766.00	(2,573,304.20)	(19.55%)
Third Party Awards & Settlements	238,040.03	228,790.00	9,250.03	4.04%
Contractual Adjustment-Unified & Norwood	(2,996,604.36)	(3,340,998.00)	344,393.64	(10.31%)
Total Public Charges for Services	7,828,897.47	10,076,058.00	(2,247,160.53)	(22.30%)
Interdepartmental Charges for Services				
Dept Revenue-Unified & Norwood	297,800.51	298,570.00	(769.49)	(0.26%)
Total Interdepartmental Charges	297,800.51	298,570.00	(769.49)	(0.26%)
Total Intergovernmental Charges for Services	297,800.51	298,570.00	(769.49)	(0.26%)
Miscellaneous				
Rental Income	37,005.38	28,772.00	8,233.38	28.62%
Gain/Loss-Sale of Property	6,408.00		6,408.00	0.00%
Donations	2,676.49	13,000.00	(10,323.51)	(79.41%)
Recovery of PYBD & Contractual Adj	41,805.17	38,000.00	3,805.17	10.01%
Meal/Vending/Misc Income	353,808.97	28,350.00	325,458.97	1,148.00%
Other Miscellaneous	26,311.37	19,314.00	6,997.37	36.23%
Total Miscellaneous	468,015.38	127,436.00	340,579.38	267.26%
Other Financing Sources				
Proceeds from Long-Term Debt	171,672.00		171,672.00	0.00%
Total Other Financing Sources	171,672.00		171,672.00	0.00%
TOTAL REVENUES	25,870,157.67	29,391,596.00	(3,521,438.33)	(11.98%)

EXPENDITURES

Health and Human Services				
Human Services-Child Welfare	3,832,320.98	3,385,977.00	(446,343.98)	(13.18%)
Human Services- Youth Aids	2,752,286.91	2,610,758.00	(141,528.91)	(5.42%)
Human Services- Child Care	111,570.43	130,723.00	19,152.57	14.65%
Human Services- Transportation	553,404.64	473,201.00	(80,203.64)	(16.95%)
Human Services-ESS	1,216,398.42	1,199,887.00	(16,511.42)	(1.38%)
Human Services-FSET	929,865.57	2,572,181.00	1,642,315.43	63.85%
Human Services-FSET 50/50	269,597.54	280,000.00	10,402.46	3.72%
Human Services-LIHEAP	109,354.76	120,325.00	10,970.24	9.12%
Human Services-Birth to Three	416,658.79	420,679.00	4,020.21	0.96%
Human Services- FSP	226,284.32	334,408.00	108,123.68	32.33%
Human Services-Child Waivers	189,103.46	200,787.00	11,683.54	5.82%
Human Services-CTT/CSP	548,952.16	500,029.00	(48,923.16)	(9.78%)
Human Services-OPC, MH	1,060,483.99	1,229,966.00	169,482.01	13.78%

County of Wood
Detailed Income Statement
For the Twelve Months Ending December 31, 2015
Human Services Department-Combined

2
Item #7

Human Services-CCS	1,106,899.05	1,048,369.00	(58,530.05)	(5.58%)
Human Services-Crisis, Legal Services	589,965.13	583,732.00	(6,233.13)	(1.07%)
Human Services-MH Contracts	1,308,094.44	1,606,665.00	298,570.56	18.58%
Human Services-OPC, AODA	339,456.99	420,443.00	80,986.01	19.26%
Human Services- OPC, Day Treatment	63,703.57	72,687.00	8,983.43	12.36%
Human Services-CBRF, AODA GROUP HOME	237,585.77	266,760.00	29,174.23	10.94%
Human Services-AODA Contracts	50,113.68	134,900.00	84,786.32	62.85%
Human Services- Administration	3,080,121.36	3,070,163.00	(9,958.36)	(0.32%)
Norwood- Crisis Stabilization	408,000.00	408,000.00		0.00%
Norwood-SNF-CMI (Crossroads)	884,316.05	926,295.00	41,978.95	4.53%
Norwood SNF-TBI (Pathways)	626,489.95	1,108,889.00	482,399.05	43.50%
Norwood-Inpatient (Admissions)	2,606,316.83	2,996,335.00	390,018.17	13.02%
Norwood-Nursing	198,102.80	214,106.00	16,003.20	7.47%
Norwood-Dietary	759,941.82	768,610.00	8,668.18	1.13%
Norwood-Plant Ops & Maintenance	952,477.19	1,032,779.00	80,301.81	7.78%
Norwood-Medical Records	178,961.37	190,581.00	11,619.63	6.10%
Norwood-Administration	993,111.12	1,143,104.00	149,992.88	13.12%
Total Health and Human Services	26,599,939.09	29,451,339.00	2,851,399.91	9.68%
TOTAL EXPENDITURES	26,599,939.09	29,451,339.00	2,851,399.91	9.68%
NET INCOME (LOSS) *	(729,781.42)	(59,743.00)	(670,038.42)	

Budget Variance:

Transportation \$43,243

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

County of Wood
Detailed Income Statement
For the Twelve Months Ending December 31, 2015
Human Services Department-Community

2
Item #7

	Actual	Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$6,360,717.00	\$6,360,717.00		0.00%
Total Taxes	6,360,717.00	6,360,717.00		0.00%
Intergovernmental Revenues				
State Aid & Grants	8,930,544.31	10,716,304.00	(1,785,759.69)	(16.66%)
Total Intergovernmental	8,930,544.31	10,716,304.00	(1,785,759.69)	(16.66%)
Public Charges for Services				
Public Chgs-Other -Local Grant		27,500.00	(27,500.00)	(100.00%)
Public Charges-Unified & Norwood	4,497,127.17	5,118,375.00	(621,247.83)	(12.14%)
Third Party Awards & Settlements	25,040.03	41,500.00	(16,459.97)	(39.66%)
Contractual Adjustment-Unified & Norwood	(1,399,251.82)	(1,735,271.00)	336,019.18	(19.36%)
Total Public Charges for Services	3,122,915.38	3,452,104.00	(329,188.62)	(9.54%)
Interdepartmental Charges for Services				
Dept Revenue-Unified & Norwood	47,000.00	40,000.00	7,000.00	17.50%
Total Interdepartmental Charges	47,000.00	40,000.00	7,000.00	17.50%
Total Intergovernmental Charges for Services	47,000.00	40,000.00	7,000.00	17.50%
Miscellaneous				
Rental Income	37,005.38	28,772.00	8,233.38	28.62%
Gain/Loss-Sale of Property	6,408.00		6,408.00	0.00%
Donations	2,676.49	13,000.00	(10,323.51)	(79.41%)
Meal/Vending/Misc Income	333,097.24	8,500.00	324,597.24	3,818.79%
Other Miscellaneous	900.00		900.00	0.00%
Total Miscellaneous	380,087.11	50,272.00	329,815.11	656.06%
Other Financing Sources				
Proceeds from Long-Term Debt	171,672.00		171,672.00	0.00%
Total Other Financing Sources	171,672.00		171,672.00	0.00%
TOTAL REVENUES	19,012,935.80	20,619,397.00	(1,606,461.20)	(7.79%)

EXPENDITURES

Health and Human Services				
Human Services-Child Welfare	3,832,320.98	3,385,977.00	(446,343.98)	(13.18%)
Human Services- Youth Aids	2,752,286.91	2,610,758.00	(141,528.91)	(5.42%)
Human Services- Child Care	111,570.43	130,723.00	19,152.57	14.65%
Human Services- Transportation	553,404.64	473,201.00	(80,203.64)	(16.95%)
Human Services-ESS	1,216,398.42	1,199,887.00	(16,511.42)	(1.38%)
Human Services-FSET	929,865.57	2,572,181.00	1,642,315.43	63.85%
Human Services-FSET 50/50	269,597.54	280,000.00	10,402.46	3.72%
Human Services-LIHEAP	109,354.76	120,325.00	10,970.24	9.12%
Human Services-Birth to Three	416,658.79	420,679.00	4,020.21	0.96%
Human Services- FSP	226,284.32	334,408.00	108,123.68	32.33%
Human Services-Child Waivers	189,103.46	200,787.00	11,683.54	5.82%
Human Services-CTT/CSP	548,952.16	500,029.00	(48,923.16)	(9.78%)
Human Services-OPC, MH	1,060,483.99	1,229,966.00	169,482.01	13.78%
Human Services-CCS	1,106,899.05	1,048,369.00	(58,530.05)	(5.58%)

County of Wood
Detailed Income Statement
For the Twelve Months Ending December 31, 2015
Human Services Department-Community

2
Item #7

Human Services-Crisis, Legal Services	589,965.13	583,732.00	(6,233.13)	(1.07%)
Human Services-MH Contracts	1,308,094.44	1,606,665.00	298,570.56	18.58%
Human Services-OPC, AODA	339,456.99	420,443.00	80,986.01	19.26%
Human Services- OPC, Day Treatment	63,703.57	72,687.00	8,983.43	12.36%
Human Services-CBRF, AODA GROUP HOME	237,585.77	266,760.00	29,174.23	10.94%
Human Services-AODA Contracts	50,113.68	134,900.00	84,786.32	62.85%
Human Services- Administration	3,080,121.36	3,070,163.00	(9,958.36)	(0.32%)
Total Health and Human Services	18,992,221.96	20,662,640.00	1,670,418.04	8.08%
TOTAL EXPENDITURES	18,992,221.96	20,662,640.00	1,670,418.04	8.08%
NET INCOME (LOSS) *	20,713.84	(43,243.00)	63,956.84	

Budget Variance:
Transporation \$43,243

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

2
Item #7

	Actual	Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$1,812,511.00	\$1,812,511.00		0.00%
Total Taxes	1,812,511.00	1,812,511.00		0.00%
Public Charges for Services				
Public Charges-Unified & Norwood	6,090,334.63	8,042,391.00	(1,952,056.37)	(24.27%)
Third Party Awards & Settlements	213,000.00	187,290.00	25,710.00	13.73%
Contractual Adjustment-Unified & Norwood	(1,597,352.54)	(1,605,727.00)	8,374.46	(0.52%)
Total Public Charges for Services	4,705,982.09	6,623,954.00	(1,917,971.91)	(28.96%)
Interdepartmental Charges for Services				
Dept Revenue-Unified & Norwood	250,800.51	258,570.00	(7,769.49)	(3.00%)
Total Interdepartmental Charges	250,800.51	258,570.00	(7,769.49)	(3.00%)
Total Intergovernmental Charges for Services	250,800.51	258,570.00	(7,769.49)	(3.00%)
Miscellaneous				
Recovery of PYBD & Contractual Adj	41,805.17	38,000.00	3,805.17	10.01%
Meal/Vending/Misc Income	20,711.73	19,850.00	861.73	4.34%
Other Miscellaneous	25,411.37	19,314.00	6,097.37	31.57%
Total Miscellaneous	87,928.27	77,164.00	10,764.27	13.95%
TOTAL REVENUES	6,857,221.87	8,772,199.00	(1,914,977.13)	(21.83%)
EXPENDITURES				
Health and Human Services				
Norwood- Crisis Stabilization	408,000.00	408,000.00		0.00%
Norwood-SNF-CMI (Crossroads)	884,316.05	926,295.00	41,978.95	4.53%
Norwood SNF-TBI (Pathways)	626,489.95	1,108,889.00	482,399.05	43.50%
Norwood-Inpatient (Admissions)	2,606,316.83	2,996,335.00	390,018.17	13.02%
Norwood-Nursing	198,102.80	214,106.00	16,003.20	7.47%
Norwood-Dietary	759,941.82	768,610.00	8,668.18	1.13%
Norwood-Plant Ops & Maintenance	952,477.19	1,032,779.00	80,301.81	7.78%
Norwood-Medical Records	178,961.37	190,581.00	11,619.63	6.10%
Norwood-Administration	993,111.12	1,143,104.00	149,992.88	13.12%
Total Health and Human Services	7,607,717.13	8,788,699.00	1,180,981.87	13.44%
TOTAL EXPENDITURES	7,607,717.13	8,788,699.00	1,180,981.87	13.44%
NET INCOME (LOSS) *	(750,495.26)	(16,500.00)	(733,995.26)	

Budget Variance:

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

County of Wood
BALANCE SHEET SUMMARY
Human Services Department
Thursday, December 31, 2015

	<u>2015</u>	<u>2014</u>
ASSETS		
Cash and investments	376,529.35	325,701.48
Receivables:		
Miscellaneous	2,445,569.87	2,791,193.45
Due from other governments	1,079,207.59	836,421.33
Due from other funds	(30,652.70)	(729,778.24)
Inventory of supplies, at cost	37,340.76	41,684.08
Prepaid expenses/expenditures	19,633.55	26,378.22
TOTAL ASSETS	<u>3,927,628.42</u>	<u>3,291,600.32</u>
LIABILITIES AND FUND EQUITY		
Liabilities:		
Vouchers payable	1,382.87	85,191.37
Accrued compensation	0.00	360,401.21
Special deposits	33,734.66	33,260.74
Due to other governments	3,010,934.41	1,169,029.99
Deferred revenue	1,329,052.80	1,330,809.76
Advances from other funds	0.00	30,602.15
Total Liabilities	<u>4,375,104.74</u>	<u>3,009,295.22</u>
Fund Equity:		
Retained earnings:		
Unreserved	85,069.87	(1,138,035.72)
Fund Balance:		
Reserved for contingencies	197,235.23	197,235.23
Undesignated	0.00	(27,768.07)
Income summary	(729,781.42)	1,250,873.66
Total Fund Equity	<u>(447,476.32)</u>	<u>282,305.10</u>
TOTAL LIABILITIES & FUND EQUITY	<u>3,927,628.42</u>	<u>3,291,600.32</u>

Veterans Court Mentor Program.

Wood County Judges and the District Attorney have been working with the LaCrosse County Veterans Court to establish a similar court here in Wood County.

A Veterans Court is similar in concept to a Drug Court in that it looks at alternative ways to treat offenders that traditional fines and incarceration.

Most Veteran Courts use a model that involves Veteran Mentors to assist the offender in working out their problems in a more constructive and legal way. Not unlike a sponsor in the AA however most mentors are not in recovery themselves.

As such the Mentor's would need a small office and some support to manage their responsibilities and keep their records in the courthouse. The judicial system is looking to the Veterans Office to provide that support and absorb that expense. For the time being as the Veterans Court is standing up we can get by with a portable file box stored in the Veterans office and use of a conference room in the courthouse. However a long-term solution is being looked at in the whole Courthouse – Riverblock restructuring. Cost to our budget would be some rent, a phone and possibly a computer.

Out of State Travel Requests

Both travel requests are part of the Community Partnerships for Healthy Mothers and Children Grant that the WIC program received. All expenses are paid for by the grant. Amber France and Betsy Mancl are on the three person Leadership Team for the grant.

National Implementation & Dissemination for Chronic Disease Prevention 2016 Sub-recipients

Technical Assistance Workshop (April 25-27, 2016) in New Orleans, LA. This is a required training for the leadership team for the Community Partnerships for Healthy Mothers and Children Grant. The 3 day meeting will consist of an orientation to the grant data collection and reporting, grant expectations, and a workshop on how to effectively link WIC and chronic disease programs. This out of state travel request is for Amber France and Betsy Mancl. All expenses are grant funded.

National WIC Association 2016 Annual Education and Training Conference (May 22-25, 2016) in

Cincinnati, OH. This is a required training for the leadership team for the Community Partnerships for Healthy Mothers and Children Grant. The leadership team will be presenting grant progress at this conference. The conference will give the leadership team the opportunity to acquire new skills and to network with an estimated 1,000 colleagues who provide WIC related services. This out of state travel request is for Amber France and Betsy Mancl. All expenses are grant funded.

BRIEF OVERVIEW OF FAMILY SERVICES DIVISION

The Family Services Division consists of 39 staff. This includes one administrator, four supervisors, and 34 direct services staff members. The 34 family services staff members include four family resource coordinators, one service support coordinator, and 29 social workers. The primary responsibilities of the Family Services Division include all job duties as related to Child Protective Services, Juvenile Justice, Foster Care, Kinship Care, and out of home placements for children. Although social work staff members may work with a specific population based on their areas of expertise, they are required to know the requirements related to child protective and juvenile justice services as they provide on-call services to law enforcement for these populations 24-hours a day, 365 days a year. The majority of families served within the division are involuntary clients that enter as a result of a Child Protective Services investigation or a Juvenile Justice action such as a delinquency or a juvenile in need of protection and services.

The Initial Response Unit has the job responsibilities to accept all referrals of suspected child abuse or neglect and investigate all reports that meet the definition of child abuse and neglect. This includes physical abuse, sexual abuse, emotional abuse, and neglect. This may include providing specific interventions that are needed for drug endangered children and accessing services through the Child Advocacy Center for abuse and neglect cases that require this level of intervention.

The Juvenile Justice Unit receives juvenile intake referrals received from law enforcement, school personnel or parents. They provide ongoing services for cases that require ongoing support and supervision. They are responsible for the court work related to these actions. All juvenile intake cases that require restitution or community service must be tracked and coordinated by social workers within the unit.

The Child Protective Services Ongoing Unit serves children and families that are open for service needs due to abuse or neglect or the risk of abuse or neglect. They are required to complete all court work and case management duties related to the families' needs. Many of complex court actions, such as a termination of parental rights, are conducted by staff within this unit.

The Resource Unit encompasses the foster care program; which includes licensing, recruitment and retention; the specialized foster care program, parenting, supervised visitation and other supportive services for open ongoing cases, coordination of the holiday program, record requests, and the kinship care program.

Social Workers within each unit have children in out of home care. They are required to provide or locate the services needed as well as file the appropriate court actions to assure that we providing services according to state and federal standards. Children can be placed with providers throughout the state of Wisconsin.

Behavioral
Health & Long
Term Support

Stephanie Gudmunsen, LCSW

**Comprehensive Community Services
(CCS)
Community Support Program(CSP)
Targeted Case Management(TCM)**

Jill Scheidegger, MA, LPC-IT
CCS/CSP Programs
Manager

Staff

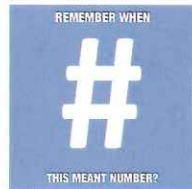
- Started out 2015 with 12 case managers
- Added one, currently hiring another
- RN's duties have expanded

Expansion of CCS program

- Ended 2014 with 73 enrolled in CCS
- Ended 2015 with 108 enrolled in CCS
- 2 new case managers
- 12- New providers needing to be certified, currently have 2 contracted and billing, with 10 more at various places in the process.

Referrals to All Programs

- We ended 2014 with 93 referrals
- We ended 2015 with 187 referrals
 - No longer interested = 26
 - Not eligible = 16
 - Being screened in another program= 6
 - Enrolled in a program =79
 - In intake =19
 - No Response=22
 - Relocated=4
- Enrollment in all programs = 256



Regionalization of CCS program 7/1/14

- Portage Wood Partnership(PWP)
- CCS Coordination Committee
 - Quarterly meetings
 - 2 joint with Portage/year
 - Training component
 - QI project
 - Bring on new providers, sharing of certified providers
 - Sharing supervision for some providers(ex. MILC-peer supports for clubhouse)

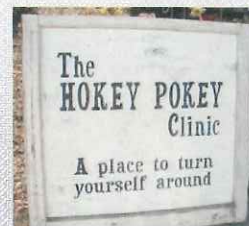


QI project-TCM entry

- Contracted CCS providers entering notes in TCM
- Documentation requirements for CCS



Outpatient Clinic



Karen Brewer, RN, BSN
Behavioral Health Nursing Manager

Sue Schueler-Sheveland, LPC,
CSAC
Outpatient Treatment Manager

Dr. Rao, D.O.



- WCHS on July 23, 2015
- Tele-health 11:00-3:00 Thursdays, Norwood Health Center. Visits facilitated by RN.
- Appointments scheduled through 12th Street Receptionists
- Runs her own private practice in Lemont, IL
- 1998 Graduate of Chicago Osteopathic Medicine, Midwestern University

Stimulant Script QI

Past Practice:

- Written monthly (200-250)
- Clients called monthly; scripts disseminated without documentation.
- Vacation; missed scripts needed.
- Transcription errors/missed documentation of dose changes.

Scripts in Publisher Format

- Printed on non reproducible paper every 4th month.
- Doctors sign and date scripts monthly.
- Cards to document who picked up script and date.

Results – MDs



- Time saving; 1 day, done in 20 minutes.
- Consistent data base for script refills.
- Eliminated duplicate scripts; duplicates needed to be documented and shredded.
- No missed scripts; MDs on vacation
- Eliminated transcription errors

Results- Support Staff

- o Eliminated 200 - 250 client calls and need to print out last script documentation.
- o Provided tool to document/date scripts. Clients limited to picking up new scripts to within 3 days of past script.
- o Check and balance in place between RN and medical transcriptionists.
- o Saving transcriptionist time.

Results – Clients

- o No interruption in services; consistent therapeutic access.
- o Improved accuracy of written scripts.
- o Eliminated early script refills; complies with FDA regulations (WPDMP).
- o Holds clients accountable for proper dosing

Power of Change

- o Over the course of the last year we had to say goodbye to two respected clinicians Richard Hadfield and LouAnne Pufall as they retired, and say good bye to Laura Goergern who went on to new challenges. We have hired three new clinicians and are almost fully staffed!


Changes continue...

- o MH clinic walk-in clinic is now used to see clients coming out of Norwood within 7 days and this has been a success over the course of the year and will continue as practice
- o The MH clinic had a wait list of 170 persons we have closed out the wait list and community members are being scheduled for MH services.
- o We have 2 dually certified Therapist and 3 more who are working on their dual certification



Change continues

- 2015 AODA intakes we served 134 new clients and completed 345 OWI Assessments
- Day Treatment provided intensive AODA services for 62 individuals
- 2015 MH intakes we served 257 new clients



Success is doing ordinary things extraordinarily well.
Jim Rohn

Changes continue...

- We successfully moved from ICD-9 to ICD-10
- Healthy relationship group was started further serving our clients needs
- We have begun implementing some DBT skills training into our treatment work with our clients



EXTRA! EXTRA! CRISIS AVERTED

Legal Services/Crisis Unit
Katie Czys, MAC, LPC-IT, SAC-IT and a few others...
Legal Services/Crisis Supervisor

126 APS Investigations
105 Guardianships
106 Bridgeway Admissions
262 Mobile Crisis Responses
250 Watts Reviews
Commitments/Settlements
Over 200!

Legal Services Staffing – North End

Karie Koppa 1/18/16

Erin Arndt 7/21/15




Legal Services – South End


Adam Anderson 11/02/15

Katie Miloch 03/09/09





2015 Projects

- Updates for ICD 9 to 10
- Began using Norwood as additional EPP site
- Crisis plan updates
- Referral redesign – all referrals through Crisis
- Internship Programs started




Jail Services – South End

- Legal Services & Outpatient Clinic
- Provide suicide assessments 2x per week
- Provide mental health services 1x per week
- Provided 4 – (4) hour trainings to all jailers & dispatchers
- On-going communication to provide connection to services




Tackling 2016

- Preparation for changes
– all detentions require an evaluation by July 2016
- Re-certification for crisis program
- Increasing call volumes
- Crisis redesign
- CIT/CIP Training



- * Birth To Three (B-3)
- * Coordinated Services Team (CST)
- * Children's Long Term Support Waivers (CLTS)
- * Family Support Program (FSP)




New Referral Process

New Referral Forms were created

- One for B-3 and one for all other children's programs (CLTS/CCS/CST/FSP)

Referral Forms are available on Share Point

Referrals have one main access point through the CBRF.

Referrals can be called in at 715-421-4244 or can be e-mailed to crisisintervention@co.waia.us



BIRTH TO 3



New Position was created to fill the need of a teacher in the B-3 Program in 2015.


Prior to added position the B-3 Teacher was contracted.


B-3 was without a teacher from September 30, 2014 to July 13, 2015 (9 ½ months).

Joely started on 07/13/2016

Home location is 12th Street.

Joely Tracy
Blended Service Coordinator
(Teacher & Service Coordinator)


BIRTH TO 3



Christina Pelot
&
Julie Powell
(Service Coordinators)

The 9 ½ months without a B-3 Teacher.
216 Referrals in 2015
143 Children Served in 2015
Implementation of the Primary Coach Approach to Teaming

Coordinated Services Team (CST)



Andy Gorski

CST was without a Services Facilitator from 04/25/15 to 06/28/15 (3 months).
Andy Started on 06/29/2015
Home location is 12th Street

Children's Long Term Support (CLTS) & Family Support Program (FSP)



Kay Marceau & Jack Farris
Support and Service Coordinators

Despite Staff turnover service coordinators worked diligently to meet the needs of enrolled and referred children and families in 2015.

Division of Community Resources Year in Review

Wood County Health and
Human Services Committee
February 25th, 2016

New Buses

- We wrote a grant for two new buses.
- We were awarded a grant for just over \$120,000 for two new buses!
- The first bus arrived in September.
- The second was delivered in December.

New Bus 247!



100% Accuracy

- The Northern Income Maintenance Consortium received an award for 100% accuracy in determining Food Share Benefits.
- NIMC is the only agency in Wisconsin that received this award!

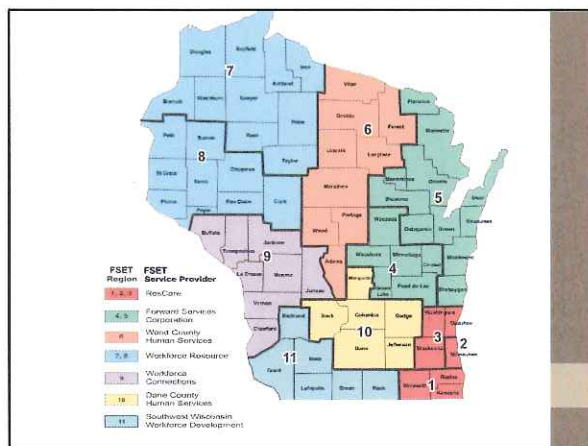


Regionalized Child Care

- The Northern Income Maintenance Consortium was the 2nd agency in the state to regionalize Child Care Operations.
- Customer service and increased efficiency have made this change a resounding success!

Regionalized FSET

- On April 1st Wood County Human Services Department formed the North Central FSET Program in partnership with CW Solutions.



Wood County FSET Office



FSET Region

- One of two counties statewide that was awarded a Regional FSET Contract.
- Opened 10 additional FSET office locations.
- Ranked as the highest performing Regional Provider in the state through 2015.
- To learn more about our FSET program:

www.myfset.net

Great Staff

- In 2015 we hired a number of great staff. Our new staff greatly benefited from the mentoring and support our experienced staff provided. Together we worked to build a more connected division that shares a common vision. I am proud to report that 2015 was our best year yet. We will continue working together as we believe our best days are still ahead!

Looking Ahead

- Developing a Strategic Plan that prepares us for the future.
- Grow our FSET Program and continue leading the state.
- Implement the "On Demand" interview process and increase customer service.
- Work to increase opportunities for Wood County residents.

Looking Ahead

- Supporting Dementia friendly community initiatives.
- Think Big!
- Working to create a more connected department.
- Staff Development/Recognition

FISCAL SERVICES DIVISION

2015 Year in Review

Financial Reporting

▣ 2016 Budget

Most challenging to date

Projecting rates and units for psychiatry

Projecting net reimbursements

Costs of staff doctors

Recruitment of doctors

Admissions census

TBI Unit

Out-of-home placements

Continued expansion of CCS services

Reporting

- ▣ Staff learned a new payroll system for 2016 implementation
- ▣ IDP funding resulted in nearly double the projected 2015 funding
- ▣ New cost reporting tool for WIMCR and CCS
- ▣ CCS reporting now mirrors WIMCR reporting
 - ▣ 2014 settlements very favorable
 - ▣ Payments will help offset projected losses both on the Community side and at Norwood

TCM

- ▣ Implemented electronic payment downloads from Forward Health
- ▣ Collaborated with Systems to build interface between TCM and Dynamics
- ▣ Developed a base of user reports for the TCM system
- ▣ Expanded TCM access to outside providers
- ▣ Initiated discussion with TCM counties to form a Financial Users group
- ▣ Began developing electronic claim filing of TPA services to WPS

Scanning Project

- ▣ Implemented document scanning into IMS21
- ▣ All 2015 vendor invoices – Norwood and Community
- ▣ Provider Contracts
- ▣ Creates easier access to documents for managers
- ▣ Creates easier access to documents for outside auditors and other users
- ▣ Proactive action to meet Finance Department's Laser Fiche project

Partnering

- ▣ North Central Regional FSET Consortium
- ▣ Staff participation in quarterly Accountants Group with Finance Department
- ▣ Member of Accounting Policy Ad Hoc Committee for county
- ▣ Building bridges in 2015 – Human Services and Finance Department

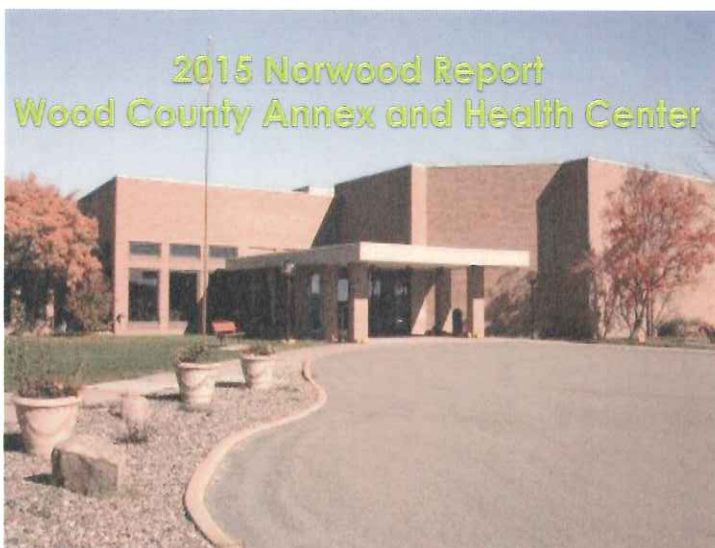
Personnel

- ▣ Fiscal staff engaged the Wipfli consultants in study
- ▣ Connectedness Core Committee membership
- ▣ Welcomed new staff members
 - Bailey Boe – Norwood's Accountant
 - PaNyia Yang – Accounting Clerk – Community side
 - Lisa Zvolena – Intake Coordinator at 12th Street
 - Alyson Allen – Administrative Services Clerk

Questions or Comments?

2015 Year in review

Thank you



Administration

- New Leadership, Administrator hired in August 2015
- Ended 40+ year relationship with Marshfield Clinic Mental Health Providers on October 16
- Began recruitment for Locum providers and 2 permanent Psychiatrists, Psychologist and APNP; providing consistent 7 day/week services
- Committed to focus on revamping TBI Unit

Client Services

- Providing groups daily on Admissions Unit
- Leading treatment planning process on Admissions
- Great feedback on patient surveys
- Started taking Emergency Protective Placements on Crossroads

Dietary Department

- Continued with Strong Congregate Meal Program; over 63,200 meals provided in 2015
- Started utilizing menu cycles and "Meal of the Month"
- Involved in numerous cookouts and special events for the staff and residents

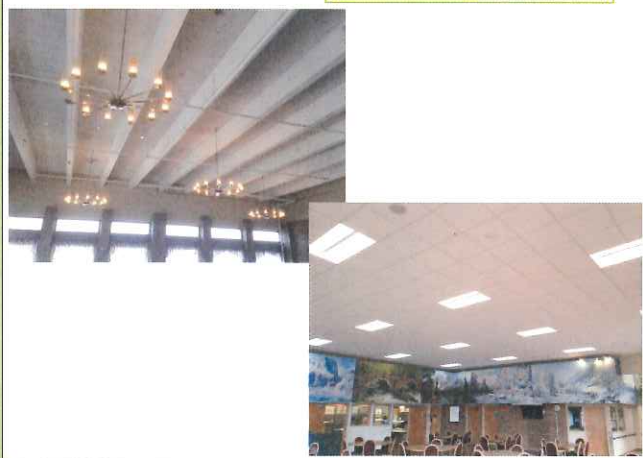
Health Information

- Implementation of DSM-5 and ICD-10 coding system
- Transition to new physicians and their dictation practices
- Worked with developing a physician visit charge system and validating physician charges
- Updating the HIPAA policies and training for the Human Services Department

Maintenance Department

- LED Lighting Project
- Admissions Unit Remodel-Phase III
- New Sign/Landscaping
- Fire Alarm System Upgrade-Phase I

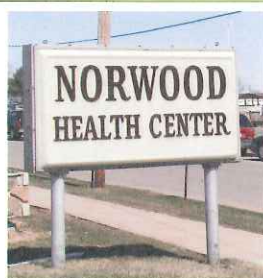
LED Lighting



Admissions Remodel



Sign/Landscaping



Fire Alarm Upgrade



Nursing Department

- All Units surveyed; passed Hospital Federal survey; achieved 5-star status by CMS for Crossroads and 4-star status on Pathways
- Lifted our 12-bed cap on Admissions
- Utilized Pathways for different service lines to utilize bed space
- Designated as a EPP facility, collaborating with Edgewater for EPP placements

2015 ACCOMPLISHMENTS



Wood County Human Services
Support Services Division

As a Support Services Division the focus in 2015 was to:

- Create effective ways to be more **efficient** in our workload.
- Utilize SharePoint to stay **connected**.
- Work as a **team** even though we were not in the same location.
- Consistently look for ways to **improve** our processes.

Quality Improvement Projects

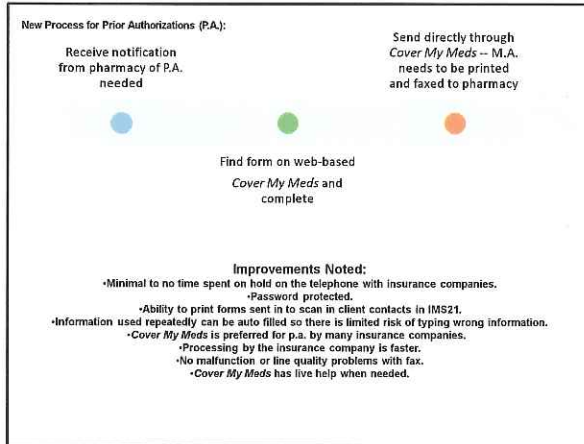
- The Support Services Staff have utilized SharePoint to document QI projects and generate ideas for future projects.

Type	Name	Modified	Modified By
401	(2) Q Improvement Definition Project 2015	9/17/2015 1:53 PM	Brenda Cox-AB
402	Continuation of QI Initiative 9/20/15	7/17/2015 10:42 AM	Sherry Finkelsch
403	Electronic Release Summary	7/16/2015 10:21 AM	Brenda Cox
404	Emergency Release photos	12/23/2015 11:47 AM	Janice Bell
405	Emergency Release	12/23/2015 11:53 AM	Janice Bell
406	Poster of City Hall	4/29/2015 11:50 AM	Tracy Lofgren
407	MSA 44-14754-EC275-14	6/16/2015 10:10 AM	Brenda Cox
408	QI Release Time project	2/26/2015 10:47 AM	Sherry Finkelsch
409	Standard - QI	10/22/2015 1:51 PM	Brenda Cox

We found ways to format our projects using methods that are easier to understand and allow participants to break down the steps & pinpoint the areas needing improvement.
An example of one of these QI projects was our:

PRIOR AUTHORIZATION – QUALITY IMPROVEMENT INITIATIVE

- **Prior Authorization Definition:** A Prior authorization (P.A.) is a procedure where the client has prescription insurance, however, their insurance company does not cover the medicine prescribed.
- **Rationale:** Due to the significant increase in the number of prior authorizations being requested, time saving efficiencies were sought out to:
- Decrease telephone time with insurance companies (average telephone time would be approximately 30 minutes, but many times increased to 45 to 60 minutes).
- Ensure accuracy of forms needed.
- Ensure faxes go out when sent.



Some of our QI efforts were a collaboration between divisions such as our Stimulant Rx Project.

PROVIDING TRACKING FOR STIMULANT MEDICATIONS

QUALITY IMPROVEMENT PROJECT

Team members:

Karen Brewer, RN;
Steven C. Andrews, M.D.;
Jenna Saul, M.D.;

Medical Transcriptionists (Brenda and Carrie),
Receptionists (Tina and Cheryl)

SharePoint was also utilized by the Support Services Division with our blog:

Staying Connected by Blogging

Starting in June 2015, the Support Services Division worked closely with the IT Department to create the first blog in SharePoint for Human Services.



Why blog?

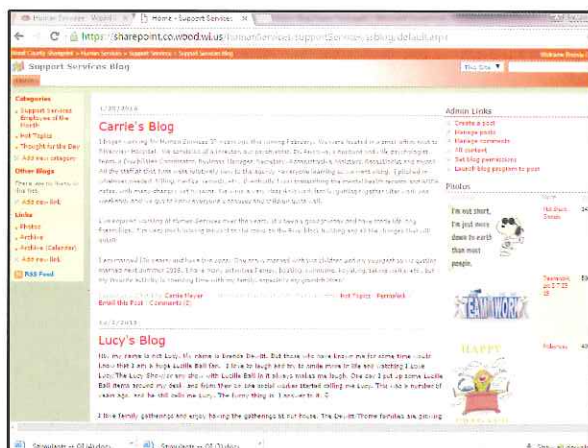
We found our blog helped us to:

- problem solve where necessary
- share information
- get to know each other better



- and have fun through stories and photos by a different employee each month!

It's a great tool to connect and interact!



By using the web-based *Winscribe* program and communication through e-mails, we were able to improve turn around times from dictation to transcription:

- Backlog of dictation can be monitored.
- Dictation is sent to Transcriptionists at the Courthouse and Marshfield City Hall.
- E-mail communication to 12th Street Transcriptionists with questions or completed notes.
- 12th Street Transcriptionists are able to monitor the dictation and alert Clinicians of incomplete notes on a timely basis.

-Throughout the year Transcriptionists at times were even working on "same day" appointments.

**2015
SUPPORT SERVICES DIVISION
Committee Involvement**

We have 7 staff from North and South end locations participating in Committees

- ♦ Trauma Informed Care Core Team
- ♦ Secondary Traumatic Stress - TIC Subcommittee
- ♦ Connectedness Core Committee
- ♦ Quality Improvement/Organizational Excellence Committee
- ♦ Social Committee
- ♦ HR Employee Feedback Group

❀ 2016 GOALS ❀

- As a Support Services Division, we are looking to maintain the momentum started in 2015 with improved communication and teamwork.
- To continue to utilize SharePoint as a central source of communication and working as a team.
- Create a component that will gather Customer Service feedback on all projects completed.
- All Support Staff actively participate in 1-2 QI Projects – either individually or in a groups creating efficiencies and combining resources

We are looking forward to another wonderful year!

Family Services Staff members were involved in making great things happen for children and families in 2015!



Act 79: Family Find Activities

- Family Find processes by social workers continue to strengthen. Supervisors and social workers work diligently to identify relatives known to the children.
- Unique challenges for foster care due to the volume of non-relative licenses and kinship conversion licenses.

For example, 39% of all children in out of home care at the end of the year were placed with relatives.



Positive Alternatives: Wood County



- Licensed March 9th, first placements occurred March 12th
- June- lessons learned, Craig Rasmussen continued to partner and provide the bridge between PA and WCHSD
- Crisis bed billing went "live" December 2015 thanks to partnership with Katie Czys, Peggy Sullivan, and Fiscal

Change is good



Step 1: Assessment of positions and work processes within the division.

Step 2: Transferred a position to initial assessment unit for focus on child welfare reports and voluntary services. Focus on preventative work is the hope for a decrease in child abuse/neglect.



Child protective services maltreater appeal changes in 2015

A new Child Protective Services appeals process was implemented
Development of committee involving staff members in family services
Working with Corporation Counsel and Division of Hearing and Appeals



Improving support of staff

Continue to work on critical incident stress debriefing processes, ongoing training, working through changes in staffing.



Paperwork needed to reach an end goal: MOUs

Drug Endangered Child (DEC)

Law Enforcement and CPS investigations

Domestic violence and Child Protective Services



Child Advocacy Center (CAC)



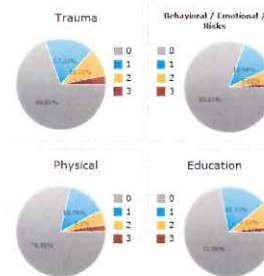
Snapshot of Needs of Children in Out of Home Care (108)

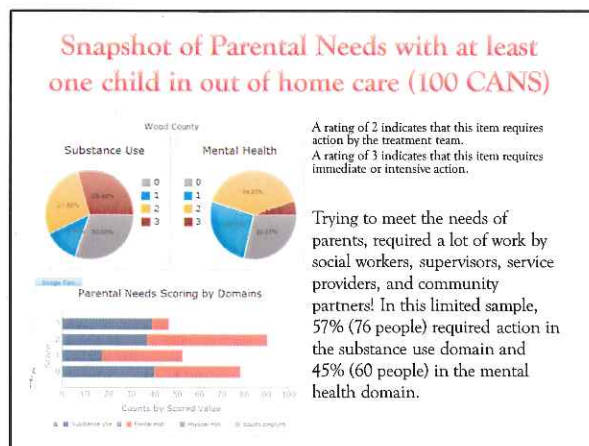
A rating of 0 indicates no evidence, or no need for action on this item.

A rating of 1 indicates that this item will require some prevention or monitoring.

A rating of 2 indicates that this item requires action by the treatment team.

A rating of 3 indicates that this item requires immediate or intensive action.





Permanence for Kids

Every Family Has A Story... Welcome To Ours...

The state identifies three options for permanence: reunification, guardianship, and adoption.

A significant amount of case work, court work, and supervision goes into creating a case plan and service delivery system to achieve permanence.

Of the kids that exited care to permanence in 2015: 50% were reunified with a parent/caregiver, 20% placed with guardian (permanently or pre-adoptive), and 19% had their adoptions finalized.

Connections for Kids

Children's Committee facilitation weekly by Access worker, Trisha Tetzlaff.

Completed 27 formal staffings for children using a team approach with involvement with employees from Behavioral Health and Family Services.

Using each other for resources and ideas for most challenging situations.

We are ready for 2016

Trauma Informed Practices

Connecting to Others